

Ross Township
12086 M-89
Richland, MI 49083

Regular Board Meeting
March 12, 2019

1. The meeting was called to order by Supervisor Baker at 6pm.

Roll Call was as follows:

Present:	Mike Sulka	Diana Langshaw	Norm Kellogg
	Rob Baker	Cindy Genung	Dave Senkewitz
	Lynn Harmon		

Absent: None

Also Present: Rob Thall – Township Attorney

2. Approve Agenda: Supervisor Baker requested an amendment to the Agenda to include under 6. New Business: A) add PC and ZBA Meeting schedules, add G) Fire Department budget approval, add H) Public Hearing date for annual Budget approval, and add I) Outside Professional Service(s) Vendor approval. Trustee Langshaw presented a motion to approve the agenda as amended, supported by Trustee Harmon and carried unanimously.

Approve Consent Agenda: Motion by Trustee Harmon, supported by Trustee Senkewitz and carried unanimously.

3. Reports:

- A. Fire Department- In Chief Bogema's absence a written report was presented to the Board.
- B. AGS- Paper Report was presented to the Board that included Ordinance enforcements and building permits.
- C. Sheriff's report- Captain Christensen discussed the monthly report presented to the Board. Trustee Harmon also discussed the recent Law Enforcement committee meeting of 3-11-19. Minutes of the meeting were presented and noted. Next meeting is scheduled for May 8, 2019.
- D. Gull Lake Sewer & Water Authority- John Crum discussed that they have purchased a new crane truck. They are still in discussions to provide a public water source around Gull Lake and the Gilmore Car Museum. John also spoke about GLS&W being in the loop with any structure demolitions. They need to be notified of any demolitions so that they can protect any infrastructure they may have around the property. The Township, AGS and GLS&W should all be on the same page.
- E. Planning Commission- Trustee Mike Sulka gave a report of the last PC meeting. They reviewed and approved 3 site plans in the 2 hour meeting.

F. Supervisors Report- Supervisor Baker handed out a brief written report on mail theft issues and the RCKC Town Hall meeting scheduled for April 24th at 6pm.

4. Public Comments: None

5. Old Business

A. Township Insurance Provider – A short discussion of staying with EMS Insurance or switching to Decker Insurance that has a lower annual premium cost. Many questions remain as to total coverage and quality of service. This issue will be further discussed at our next budget meeting. Can we get a 90 day extension to further get any questions and or concerns answered?

B. Application and Escrow Fee Schedule Amendment. Discussion on adding and approving an Administrative Site Plan Fee to our Township Escrow Agreement. This will allow certain requests that do not need a full site plan review through our Planning Commission to be handled by AGS. The Board had a brief discussion and approved a \$350 Administrative Site Plan fee for residential requests and a \$500 Administrative Site Plan fee for non-residential requests. Both types of requests will still be under our Escrow agreement and could require additional funds deposited to cover any Township review costs.

C. Hazardous Waste Disposal Agreement- The Board was requested to approve a \$6000 expense for 2019 Township Hazardous waste disposal costs for our residents. A motion to approve the \$6,000 expense was presented by Trustee Harmon, supported by Trustee Senkewitz and carried unanimously. This will cover up to \$6,000 in disposal fees for calendar year 2019 for Township residents.

New Business:

A. 2019-2020 Board Meeting, Planning Commission Meeting and Zoning Board of Appeal Meeting dates. A resolution to adopt the Township Board Meeting schedule, to change to the third Tuesday of the month at 6pm was motioned by Trustee Senkewitz, supported by Trustee Sulka. A roll call vote was as follows: Sulka-Aye, Langshaw-Aye, Kellogg-Aye, Baker-Aye, Genung-Aye, Senkewitz-Aye and Harmon-Aye. The motion was carried unanimously.

A second motion to adopt the new ZBA meeting dates was motioned by Treasurer Genung, supported by Trustee Langshaw. A roll call vote was as follows: Sulka-Aye, Langshaw-Aye, Kellogg-Aye, Baker-Aye, Senkewitz-Aye and Harmon-Aye. The motion was carried unanimously.

B. Child Abuse Prevention Month - Sara Helmer, Board Member of the Kalamazoo County Child Abuse Association introduced herself and read the proposed proclamation to the Board. The Board approved the proclamation stating that April was Child Abuse Prevention Month in Ross Township. The proposal carried unanimously.

C. Board of Review Appointments 2019/2020. Supervisor Baker presented his recommendations to the Board for approval. Recommendations are Larry Greer, Joy Brown, and Zach Klipsch, with Mary Carol Wilkins as the alternate member. A motion to approve these appointments was presented by Trustee Senkewitz, supported by Trustee Harmon and carried unanimously.

Parks Commission member Donna Tellam read the Parks Committee report.

D. Advisory Committee Guidelines – Dave Senkewitz discussed the General Definitions and Rules of Procedure. Attorney Thall discussed that the Advisory Committee does not have to follow the open

meetings act. If they make policy decisions – then they have to follow the open meetings act. Any expenditures need Board approval even if in the budget. Questions asked were, do we (Board) authorize the committee to spend dollars up to a certain dollar amount? Do we (Board) have sub-committee standards – meeting minutes and posting of meeting minutes at the Clerk’s office and posting on the website? Would the Park Manager have the ability to approve expenses up to a dollar limit? (Pre Authorization) It was a general consensus to come up with Procedures and Policies for all Advisory Committees. Trustees Senkewitz and Harmon will come to the Board for final approval. This decision will be postponed until the April Board meeting.

E. Parks Committee Definition – A discussion was had to eliminate the By-Laws of the Parks and Rec Committee. Motion by Trustee Langshaw, supported by Trustee Sulka to eliminate the Parks and Rec By-Laws. The motion was carried unanimously. A more specific discussion was to amend 2.5 and 2.6 to manage/report and approve expenses under the Definition & Rules of Procedures. The next Park meeting will be held on March 19th at 6:00 p.m. A Park site visit by all Board Members is recommended to assess the Park’s needs, prior to opening the Park for the 2019 season.

F. Proper size of ZBA based on population. A discussion ensued that we should have a 5 member ZBA Board if our Township population exceeds 5000. According to the 2010 census we had 4664 residents. One question asked was, what is the correct source of the Township Population? Census, etc. Does the population include the Augusta Village population, which are between 750 to 850 people? Township Attorney Rob Thall stated that we could have a 5 member Board if we want. We would have to amend our Zoning Ordinance through the Planning Commission to effect any change. Attorney Thall will confirm the local unit definition, i.e. with or without the Augusta Village population. This decision will be postponed until the next Board Meeting in April 2019.

G. Fire Department Budget Approval – Treasurer Genung reviewed the 2019/2020 Fire Budget. A motion to approve the Fire Department Budget was submitted by Trustee Harmon, supported by Trustee Sulka and carried unanimously. A quarterly budget report will be presented to the Board during the next fiscal year.

H. Public Hearing Date for the 2019/2020 Township Budget Approval. March 27, 2019 at 6:00 p.m. will be the Public Hearing date to approve the budget. Motion by Trustee Harmon, supported by Treasurer Genung and carried unanimously. The Board will have their next Budget meeting on March 20, 2019 to discuss and finalize the 2019/2020 Budget prior to the final Public Hearing Budget meeting on March 27, 2019.

I. Outside Professional Service Vendor Approval –

1. C.P.A. – Siegfried Crandall
2. Attorney – Bauckham, Sparks, Thall, et al.
3. Engineering – Prein & Newhof
4. Building and Zoning – Associated Government Services (AGS)
5. Financial Institutions- Treasurer’s ability to choose Financial Institutions
6. Rebecca Harvey – Township Planning Consultant

A motion by Trustee Harmon, supported by Trustee Langshaw to approve the above list of outside Professional Service Vendors for fiscal 2019/2020 was presented. The motion carried unanimously.

Members Time:

Treasurer Genung – Winter taxes are complete.

Trustee Langshaw – we need to publish a newsletter soon and set a date to get any articles from the appropriate sources. Investigate possible printers/ mailing services to complete the publication of the newsletter.

Clerk Kellogg – new computers to be installed next week, March 18th and 19th.

Supervisor Baker – attended a Board of Review training class.

Being no further business a motion to adjourn was presented by Trustee Sulka, supported by Trustee Harmon and carried.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Norm Kellogg
Ross Township Clerk