

7-11-2017

REGULAR MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00. THE SUPERVISOR LED THE BOARD IN THE PLEDGE OF ALLEGIANCE TO THE FLAG.

THE PLEDGE OF ALLEGIANCE TO THE FLAG WAS SAID.

THE FOLLOWING BOARD MEMBERS WERE PRESENT, ROLL CALL.

JAMES CHAPMAN	SUPERVISOR
JANET CLARK	CLERK
DENISE MACFARLANE	TREASURER
NANCY STEPHAN	TRUSTEE
GARY TODD	TRUSTEE
JAMES T. PEEK	TRUSTEE
KELLY CUSHWAY	TRUSTEE

The township assessor Earl Spalo passed away June 23, 2017; there was a moment of silence for Earl Spalo, Assessor and friend.

MINUTES

The clerk presented the minutes of the 6-13-2017 regular board meeting.

MOTION was made by J. Peek and supported by G. Todd accept the minutes of the 6-13-2017 regular board meeting.

MOTION CARRIED. 7 yes

TREASURERS REPORT

The treasurer presented the treasurers report:

7-7-2017 General fund balance \$504,800.87

7-7-2017 Sewer fund balance \$528,988.10

MOTION was made by J. Peek and supported by G. Todd to accept the treasurer's reports as presented in all funds. **MOTION CARRIED. 7 yes**

PROCEDURE POLICY CLARIFICATION

Supervisor Chapman brought it to the attention of the board that any reimbursable expense receipts should be given to the township clerk by the first of each month to be paid out/reimbursed at the next regular meeting.

Education and training conferences must be taken to the township board for advanced prior approval with enough lead time to get early bird rate. If not, board member should pay the registration fee and submit paid receipt to the township board for reimbursement.

SEWER REPORT

Green Charter Township sewer report as follows:

6/1/2017 - 7/2/2017 32 days

Reading 196213510

Total Flow 91660

Average daily flow 28644

Lift station is working fine.

Mr. Vandawater also checked the town hall generator and determined the battery was the problem it was replaced and is working fine.

PUBLIC COMMENTS

None

OLD BUSINESS

ROADS

SPRUCE BRIDGE

There was a discussion on the information and status on the Spruce Bride; John Currie Mecosta County Road Commissioner indicated at their last meeting there was no need to re-bid the Spruce bridge project.

First bid was \$65,000. From the minutes November 2016 of Green Twp. supervisor Bob Baldwin “reported the Supervisor and Trustee J. Peek went to Mecosta Co. Road Commission meeting and discussed Spruce Rd. Bridge, they were also surprised on the high bids. Later that day the Mecosta Co. Road Commission called them back to discuss the Spruce Rd. Bridge.

The Road Commission discussed they may oversee the bridge project and would do the engineering and soil borings plus an additional \$30,000 for an estimated \$40,000 contribution”.

Additional items proposed that would increase the costs as outlined in email 6/23/2017 from Youngs Consulting;

\$10,000 entire structure 3 feet wider –

\$8,000 - Guardrails, could be less is used guardrails are available

\$8,000 - 2 feet of additional length to proposed sheeting 10 feet below streambed for scour

The discussion was the township needs concrete cost and commitment from the Road Commission.

Supervisor J. Chapman will be attending the next Road Commission meeting next July 18th.

ROUND LAKE ROAD

The suggestion from the Road Commission was to pulverize and pack Round Lake Road in the fall after Labor Day. Costs, funding and cost sharing was discussed.

ASSESSOR - REPLACEMENT

The supervisor reported due to the loss of the township assessor, Earl Spalo good friend and employee, the township is now working on the process of seeking a new assessor for the township.

Mrs. Ruthy Chapman, licensed assessor in Martiny Township, Mecosta County has volunteered her time to help with the assessing in the interim. Mrs. Chapman has submitted a letter to the township stating that she had reviewed the township assessing records and Earl Spalo had done a great job of keeping the files up to date, well maintained and organized.

Signifying the township should not have to pay a first year premium to bring the records up to date.

There was a discussion to include the following:

1. Assessing salaries rates of Mecosta County
2. Need to have all board members involved in the process of selection a new qualified assessor.
3. Review process - Green Township's records have been sent in for the audit review and no additional questions have been received.
4. Mrs. Chapman has offered to assist as a technical assistant. The board discussed compensation for her assistance, no decision was made.
5. The supervisor reported 2 application packets have been received, 2 more packets have been sent out, and 1 phone request.

Suggested points that should be in the assessing contract;

- Office hours required
- Length of contract and renewable wording
- Reports to the board
- Land divisions and lot splits
- Normal duties
- Code of conduct

TOWNSHIP WEBSITE IS UP AND RUNNING

GENERATORS

The supervisor presented 2 price quotes for the preventative maintenance of the town hall generator and the sewer lift station generator.

Wolverine Power Systems \$590.00 annual both generators

Cummins Inc. \$968.55 annual for both generators

MOTION was made by J. Peek and supported by G. Todd to contract with Wolverine Power Systems for \$590. Annual rate for the town hall and sewer lift station generators. Including a 1 hour load test on town hall generator.

MOTION CARRIED. 7 YES Stephan, Peek, Clark, Chapman, MacFarloane, Todd, Cushway

M&M LAWNCARE

Contract has been signed with M&M for the township's lawn care service.

Nancy suggested sending a thank you letter of appreciation.

PUBLIC COMMENTS

SPRUCE BRIDGE AREA SAFETY CONCERNS

As reported last month residents in the bridge area reported issues of the ugly mess of trash, dirt piles, a large hole (getting larger) is a safety problem, quads and 4 wheelers running through their property because the bridge is out.

J. Chapman, the supervisor, reported this to Tim Nestle of the Mecosta Co. Road Commission and it was taken care of the next day.

ELECTRONIC POLL BOOK COMPUTER

The clerk & supervisor reported the specific EPB laptop computer received eight years ago from the Help America Vote Act for election is no longer working.

The clerk will be checking with the Bureau of Elections on specifications and she and the supervisor will be searching for a new computer. Information will be brought back to the township board.

POLICY DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

MOTION was made by N. Stephan and supported by K. Cushway not to carry terrorism insurance coverage **MOTION CARRIED. 4 to reject the coverage** Stephan, MacFarlane, Todd, Cushway, 3 to have coverage Peek, Clark, Chapman

FIRE RING STONE HATCHERY PARK

There was a request for a fire pit at the SHP. There was a discussion. No action taken.

ANNUAL AUDIT

The annual audit has been received. The report was that it was a very good audit. IT security was mentioned as a concern.

There was a discussion on renewing the audit contract.

MTA QUARTERLY MEETING SHERIDAN TOWNSHIP JULY 31, 2017

BUDGET AMENDMENT

MOTION was made by J. Peek and supported by G. Todd to approve the following budget amendment in the General fund. **MOTION CARRIED. 7 YES** Cushway, Todd, MacFarlane, Chapman, Clark, Peek, Stephan

7/11/2017 GENERAL FUND						
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED AMOUNT	NEW BUDGET	AMENDED BALANCE
GENERAL FUND						
101-325-818	CONTRACT SERV. COMMUNICAT	\$ 239.12	\$ 1.00	\$ 250.00	\$ 251.00	\$ 11.88
	from				\$ -	\$ -
101-528-800	CLEANUP CONTRACT SERV.	\$ 4,842.69	\$ 6,500.00	\$ (250.00)	\$ 6,250.00	\$ 1,407.31

AUTHORIZE PAYMENT OF BILLS

MOTION was made by J. Peek supported by G. Todd to approve payment of the following bills: **MOTION CARRIED. 7 YES** Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway,

GENERAL FUND 6/22/2017–7/11/2017 #12968- # 13001 \$ 21,897.91

SEWER FUND 7/11/2017- 7/11/2017 CK #3546 - # 3554 \$16,590.51

Janet Clark, Township Clerk 7/11/2017 – 9:18 P.M. meeting adjourned