

**8-08-2017**

**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

**MINUTES**

The clerk presented the minutes of the 7-11-2017 regular board meeting.

**MOTION** was made by J. Peek and supported by D. MacFarlane to accept the minutes of the 7-11-2017 regular board meeting.

**MOTION CARRIED. 7 yes**

**MINUTES**

The clerk presented the minutes of the 7-28-2017 special board meeting for the Spruce Bridge and Assessing

**MOTION** was made by J. Peek and supported by G. Todd to accept the minutes of the 7-28-2017 special board meeting.

**MOTION CARRIED. 7 yes**

**MINUTES**

The clerk presented the minutes of the 8-03-2017 special board meeting for interviews for the assessing position.

**MOTION** was made by J. Peek and supported by D. MacFarlane to accept the minutes of the 8-3-2017 special board meeting.

**MOTION CARRIED. 7 yes**

**TREASURERS REPORT**

The treasurer presented the treasurers report:

8-4-2017 General fund balance \$490,234.53

8-4-2017 Sewer fund balance \$522,655.06

**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**

**SEWER REPORT**

Green Charter Township sewer report as follows:

7/2/2017 - 8/2/2017 31 days

Reading 197109210

Total Flow 895700

Average daily flow 28894

Lift station is working fine.

**PUBLIC COMMENTS**

County Commissioner Marilyn Vargo was present and reported there maybe additional counties contracting with the Mecosta Co. Morgue. She also reported the county commissioners will not be attending the conference at Mackinaw Island, because of cost.

The supervisor read a card from Fred & Noreen Kehr & Family

“Green Township family. We are sorry to lose our supervisor and assessor so soon.

When we bought property in Green Township, they were always so helpful. We will miss them!! They never hesitated to take the time for the people in the township.

We say “thank you”!!

**OLD BUSINESS**

**8-8-2017**

**SEWER CONTRACT – FIRST READING Draft 2017 07 17 (14+) GT**

Copies were distributed to the township board for review.

There was a discussion:

- Keeping the line numbering in the agreement allows for easier review and comments on the document.
- Capacity of the WWTP
- Cost sharing of the partners
- Obligation of state requirements has increased costs of the plant.
- When all questions are clear and answered, the document will be sent to township attorney's office of Mika Meyers & Jones.
- The expense of the review will be shared with Big Rapids Charter Township and Green Charter Township.

### **ASSESSOR CONTRACT**

The supervisor presented to the board for review a draft contract for the township assessor.

There was a discussion:

Three year contract

Annual review after the first year,

A 30 day termination notice by both parties

1-2 half days in office per week minimum

Rate per parcel \$13.50

Printing of notices in house (township)?

Discussed county printing and stuffing but not sealing this way the township could pull duplicates and put in one envelope and save postage cost.

**MOTION** was made by J. Peek and supported by G. Todd to accept the draft **Green Charter Township Mecosta County Assessing Contract** (*Contract for 2017/2018 Assessment Year*) include the following;

*2 half days in township per week, at the rate of \$13.50 per parcel*

**MOTION CARRIED.** 7 YES N. Stephan, J. Peek, J. Clark, J. Chapman, D.

MacFarlane, G. Todd, K.Cushway

### **ASSESSING POSITION SELECTION**

There was a discussion on the regarding the contenders for the assessor position, both were understood to be good applicants.

**MOTION** was made by K. Cushway and supported by J. Peek to contract with Leslie Lehner for the assessing position in Green Charter Township.

**MOTION CARRIED.** 7 YES K. Cushway, J. Peek, G. Todd, D. MacFarlane, J.

Chapman, J. Clark, N. Stephan

### **NEW BUSINESS**

#### **LOT SPLIT AUTHORIZATION**

A request has been received from Michael Raneshottom wishing to split off the south half of one of his lot in the village of Paris. All the required documents were received and placed on file.

Letter of requests, map of subdivision, zoning clearance, Mecosta Co. Dept. of Building & Zoning lot owner affidavit completed

There was a discussion.

#### **LOT SPLIT – VILLAGE OF PARIS STEARNS AND MASON ADDITION**

Michael Raneshottom and Joshua Wilson

**MOTION** was made by G. Todd and supported by J. Clark to approve the lot split of the south half of lots #6, 49.5 ft. in parcel 54-01-894-018-000 of property known as of **Village of Paris Stearns and Mason Addition BLK 7 part of SEC 16 T16N R10W of Green Charter Township, Mecosta Co. MI** as indicated on the proposed submitted map. **It would become part of Joshua Wilson's property, parcel number 54-01-894-017-000. Subject to all easements restrictions and rights of way of record.**

**MOTION CARRIED.** 6 YES, Stephan, Peek, Clark, Chapman, MacFarlane, Todd, 1 NO, Cushway 0 ABSENT

8-8-2017

\_\_\_\_\_  
Janet Clark, Clerk Green Charter Township

#### **PUBLIC COMMENTS**

NONE

#### **RIVER ACCESS DIRVE IMPROVEMENT**

The supervisor reported the drive at the 180<sup>th</sup> river access need some maintenance grading, because of it washing out on the hill going down to the river.

There was a discussion.

- Estimate price of Ron Spicer \$750. material and \$500. labor.
- N. Stephan suggested cutting down the hill and widening the drive.
- The drive would need to be moved and reshaped over to the west.
- A good grade of material would be purchased from Switzer Gravel to hold the ground.
- It was suggested to look at other options.
- This is the season for the river access to be used and it needs to get done.
- Sample pictures were distributed to the board

**MOTION** was made by G. Todd and supported by K. Cushway to move ahead with the repair of the drive on the Green Charter Township Muskegon River Access Site.

Estimate \$750. material and \$500. labor.

**MOTION CARRIED. 6 YES,** Cushway, Todd, MacFarlane, Chapman, Clark, Peek  
1 NO, Stephan 0 ABSENT

### **MUSKEGON RIVER ACCESS SIGNAGE**

The supervisor brought it to the attention of the board the need for directional signage to the Green Charter Township Muskegon River Access site.

There was a discussion.

- Northland and 23 Mile sign, MDOT will only allow the use their own signs which have specific size, reflective design and installation requirements.
- Quote from MDOT \$1376.63
- 23 Mile and 180<sup>th</sup> Mecosta Co. Parks will produce (router) 2x6 and install and check with DEQ
- Muskegon River access sign visible from the river
- Estimate of costs \$50-\$75 per sign.
- Sample pictures were distributed to the board

**MOTION** was made by D. MacFarlane and supported by J. Peek to install two signs one at 23 Mile and 180<sup>th</sup> and one at the Green Charter Township Muskegon River Access site.

**MOTION CARRIED. 6 YES,** Stephan, Peek, Clark, Chapman, MacFarlane, Todd  
1 No, Cushway, 0 ABSENT

### **RECORDS ACCESS RESOLUTION**

The supervisor reported he received information from an assessor that in the AMAR review the township needs to have a resolution on record stating the township has the public records available.

### **RECORDS RESOLUTION 8-8-2017**

J. Peek moved and G. Todd supported to approve the following

Records Resolution # 8-8-2017

All Green Charter Township Public records are available during regular office hours or by appointment. Regular hours are Monday through Friday 9 am to noon. Assessment records can also be obtained by email upon request.

[clerk@greentownship.org](mailto:clerk@greentownship.org) 231 796-6201

**RESOLUTION WAS APPROVED.** 7 YES, Stephan, Peek, Clark, Chapman,  
MacFarlane, Todd, Cushway - 0 NO

8-8-2017

\_\_\_\_\_ Janet Clark, Clerk Green Charter Township

### **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**

Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway

8/8/2017 GENERAL FUND							
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED AMOUNT	NEW BUDGET	AMENDED BALANCE	
<b>GENERAL FUND</b>							
101-325-818	COMMUNICATINS CONTRACT SERVICES	\$ 263.12	\$ 251.00	\$ 500.00	\$ 751.00	\$ 487.88	
from					\$ -	\$ -	
101-528-800	CLEANUP CONTRACT SERV.	\$ 4,842.69	\$ 6,250.00	\$ (500.00)	\$ 5,750.00	\$ 907.31	
<b>SEWER FUND</b>							
590-000-910	INSURANCE & BONDS	\$ 3,611.30	\$ 3,000.00	\$ 620.00	\$ 3,620.00	\$ 8.70	
from							
590-000-972	LARGE FIXED ASSETS	\$ -	\$ 1,500.00	\$ (620.00)	\$ 880.00	\$ 880.00	

**AUTHORIZE PAYMENT OF BILLS**

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

**GENERAL FUND** 7/17/2017–8/08/2017 #13002- # 13041 \$ 17,567.61

**SEWER FUND** 7/13/2017- 8/08/2017 CK #3555 - # 3565 \$7,425.57

Janet Clark, Township Clerk 8/8/2017 – 8:15 P.M. meeting adjourned