

## Unapproved

REGULAR MAY 14, 2019, MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00 P.M. THE SUPERVISOR LED THE BOARD IN THE PLEDGE OF ALLEGIANCE TO THE FLAG. 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 4-9-2019 regular board meeting.

There was a concern from a board member with the minutes from last month regarding line 1A and 1B from Security Solutions, Security Software Mgt. with ISI proposed contract.

The supervisor explained the confusion was in the lining up of the options from Security Solutions, Security Software Mgt. document. The supervisor explained the reasoning for amount, with coverage for 5 computers. The following is a copy of the original approved (4-14-219) document.

### **1. – Security Solutions, Security Software Mgt**

- a. Federal Enterprise Grade Software
  - i. Updates antivirus
  - ii. Alerts for attacks
  - iii. Monitors what is trying to get in
  - iv. Upgradeable
  - v. \$5 / month per device [5]
  - vi. In combination with Maintenance Contract -\$4 per machine
  - vii. F.Y.I. - Office 365 is currently offered at \$8.77 per month per user
- b. Option two – Antivirus Firewall
  - i. Inspects each packet going in and out
  - ii. \$50 / month for the hall
- c. Both are upgradeable to blend with future Hardware upgrades

### **2. Upgrade all computers to Windows 10**

- a. Approx. \$100 per unit
- b. 2 computers will handle upgrade with minor internal upgrades
- c. 2 computers should be replaced
  - i. Can get factory refurb \$12-1400 units, a couple years old for \$3-400

### **3. Bid out a Maintenance Contract**

- a. Set hourly rate
- b. Option - Scheduled reviews for updates and patches
- c. 3 to 5 years

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**MOTION** was made by J. Peek and supported by N. Stephan to accept the minutes of the 4-9-2019 regular board meeting after clarifying the cost.

**MOTION CARRIED. 6 Yes 1 No**

Yes – Stephan, Peek, Clark, Chapman, MacFarlane, Todd            No - Cushway

### **TREASURERS REPORT**

The treasurer presented the treasurer’s report: A trustee had a concern regarding if there would be any amount of money coming in to increase General fund amount. Revenue Sharing will be added at end of this month in the amount of \$36,000.00 - \$42,000.00, per treasurer.

5-9-2019 General fund balance \$ 427,942.61

5-9-2019 Sewer fund balance \$ 517,024.50

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

**MOTION CARRIED. 7 yes**

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

### **SEWER REPORT** - TROY MCDONALD

Troy McDonald presented Green Charter Township sewer report as follows: Report is on file. Troy stated this was the lowest flow this year for daily average, 5000 per day less than last month.

4/3 /2019 – 4/30/2019    28 days

Reading 217643240

Total Flow 927370

Average daily flow 33120

KW – 442

KW Y.T.D. 2294

A discussion followed regarding the Smoke testing that is scheduled for the first week of June-allowing 2-3 days for completion.

### **ASSESSORS REPORT:** –SETH LATTIMORE- none

#### **PUBLIC COMMENTS:**

- County Commissioner stated that audit came out well- Jackie Fitzgerald – Drain Commissioner will be retiring September 1, 2019 and county will be looking for a new Drain Commissioner
- A trustee inquired about updates to County Parks property of the Boy Scouts – if there were any changes. The County Commissioner stated nothing new, everything going as usual
- A township resident commented on how well West cemetery is looking, giving credit to M & M Landscape for the improvements and the extra effort that was done at Parkhill Cemetery

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## **OLD BUSINESS:**

### **2020 ROAD REPAIR ESTIMATES- 3 PROJECTS**

A lengthy discussion followed.

1. **Ash Drive 20 Mile to Oak Road**
2. **230th intersection on 20 Mile** – The supervisor stated that last Friday the County Road Commission repaired the road at the intersection of 230<sup>th</sup> and 20 Mile.
3. **21 Mile west from 220<sup>th</sup> to 131 expressway** - Tim Nestle has indicated, as soon as Reith Riley is ready in about 2 weeks, they will be fixing 21 Mile west from 220<sup>th</sup> to 131 expressways.

The supervisor, Mecosta County Commissioners and Road Commissioners toured the township roads reviewing the condition of the roads.

County Road Commission looking at budget for preventative maintenance and trying to free up some money to do something with road improvements

A further discussion involving:

- **Ash Drive from-20 Mile to Oak Ave.**
  - Possible phases the county and township can take working with Road Commission to make it a primary road
  - If township can bring road up to local standards, sections at a time, county can finish it to primary road status.
  - Benefiting traffic locally and saving money down the road
- 190<sup>th</sup> Avenue from Hoover Road to Round Lake Road
  - A gravel road that is classified as a primary road yet maintained as a gravel road.
- 220<sup>th</sup> Avenue Bridge south of 22 Mile Road
  - Supervisor talked with county estimated cost of \$150,000.00
  - Steps needed to remove 5-ton limit
  - Township paid for bridge 8 years ago

**MOTION** was made by J. Peek and supported by K. Cushway to approve and to notify Road Commission our interest in project on Ash Drive 20 Mile to Oak Road at the cost of \$156,889.00 for year 2020.

**MOTION CARRIED** 7 yes

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

### **INTERNET SECURITY REPORT**

A discussion followed. The supervisor reported how well the new internet security is working at this time with two of the new computers that are up and running with the security installed, the remaining computers should be installed this week.

### **STONEHOUSE SHORES PROPERTY**

Lot 106 sold for \$3,250.00 to property owner next door.

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### **RIVER ACCESS PARK-180th**

The supervisor and his son volunteered to removed two trees down to help alleviate the tight turn at the turn around. A discussion followed. The supervisor will check costs to add gravel, improve drive at River Access Park at 180<sup>th</sup> Ave. A trustee suggested that the township receives tax dollars from that area and commented that improvements should be funded in that area also.

### **CARPET BIDS**

Four local carpet businesses have been sent bid requests for Township Hall banquet room. Bids should be back by the end of the month. Supervisor will have information ready for June board meeting. Work should be done in September.

### **MDOT**

The Supervisor contacted MDOT regarding passing zones on Northland Dr. (old 131) through Paris. MDOT will be repainting yellow lines this fall with no passing double yellow lines on Northland Drive through Paris.

### **SMOKE TESTING**

First week of June

### **MDOT EASEMENT FOR PEDESTRIAN BRIDGE**

A discussion followed with clearance from MDOT with pedestrian bridge over Paris Creek.

- MDOT retains ownership of land 40-50 feet wide and 500 feet long in center of creek where bridge is to be installed
- MDOT checked their records and found where they have easement, not ownership, with property dating back to 1929.
- They are not willing to sign off and give us ownership of strip of property
- Would like us to forward formal outline of plans when we begin project
- No problem with project if they can continue to have access and clearance to creek

### **COMPUTER UPDATES**

All new computers are in process of getting installed and running. Working with BS&A and ISI with this transition period.

### **STONE HATCHERY SIGN-MIKE ELLIOTT**

Mike Elliott is working on sign for Stone Hatchery Park. The sign should be finished in about 2 weeks, and then will start with the installation process. Project is estimated to be complete in a month.

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**NEW BUSINESS:**

**GRANT APPLICATION FOR PARK SECURITY IMPROVEMENT**

The need for additional security cameras at Stone Hatchery Park was discussed last fall. The supervisor checked on grants to cover part of the cost; two bids were presented. The cost will be above \$5,000.00.

- Risk Reduction Grant Program if granted– would pay up to 50%, up to \$5,000.00
- Midstate – 4 cameras at a cost of \$6,311.59
- ISI – 6 cameras at a cost of \$5,368.34
- Remus Electric – new electrical box, switches and conduit at a cost of \$370.00

**MOTION** was made by D. MacFarlane and supported by J. Clark to accept the bid from ISI for the installation of 6 cameras at Stone Hatchery Park, at a cost of \$5,368.34.

**MOTION CARRIED** 5 Yes 2 No

Yes – Peek, Clark, Chapman, MacFarlane, Todd No – Stephan, Cushway

**Resolution # 15142019**

**Date 5-14-2019**

**RESOLUTION: ‘PAR PLAN GRANT APPLICATION FOR SURVEILLANCE SECURITY SYSTEM EQUIPMENT AT THE TOWNSHIP PARK FACILITIES’**

**WHEREAS**, the Green Charter Township Board of Trustees desire to reduce the vandalism activity at the township’s park facilities by installation of video surveillance cameras;

**WHEREAS**, the Michigan Township Participating Plan provides unique risk reduction grant program to foster effective risk management that is identifiable, manageable, measurable, and provides a realistic outcome to exposure, and;

**WHEREAS**, the Green Charter Township Recreation Master Plan for development of the township park facilities has allocated sizeable amounts of funds to restore the historical old stone hatchery building and the picnic shelter for use by the public.

**NOW, THEREFORE, BE IT RESOLVED** that the Green Charter Township Board of Trustees hereby supports and approves the application for submission of the 2019 Michigan Township Participating Plan’s Risk Reduction Grant Program for the purpose of protection and surveillance of the park facilities.

The foregoing resolution offered by Board Member J. Clark and supported by Board Member G. Todd

Upon roll call vote the following voted “Aye”: 7 - N. Stephan, J. Peek, J. Clark, J. Chapman,

D. MacFarlane, G. Todd, K. Cushway

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“Nay”: 0

“Absent”: 0

The Supervisor declared the resolution adopted.

I, Janet Clark, the duly elected and/or acting Clerk of Green Charter Township, hereby certify that the foregoing resolution was adopted by the Township Board of said Township at the regular meeting of said Board held on Tuesday May 14, 2019 at which meeting a quorum was present, by roll call vote of said members of hereinbefore set forth; that said resolution was ordered to take immediate effect.

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Janet Clark, Township Clerk

### **PUBLIC COMMENT**

There was a discussion.

- A township resident voiced her concern about a breakdown of \$150,000.00 cost from Tim Nestle on 220<sup>th</sup> Bridge
- A township resident asked about looking to see who is accountable for signing off bridge project because it's only been 8 years
- Deputy Clerk thanked Township for scheduling Cleanup day last Saturday-great opportunity for residents to take part in and residents voiced their appreciation. The Supervisor and his wife, the Clerk and her son and Doug and his son, assisted in the Township Cleanup Day.
- Trustee added that it's a great program that is offered every year cleaning up township

### **BUDGET AMENDMENTS – NONE**

### **AUTHORIZE PAYMENT OF BILLS**

**MOTION** was made by G. Todd and supported by J. Peek to approve payment of the following bills:

**GENERAL FUND** 4/11/2019- 5/14/2019 CK #13880- #13931 \$27,069.25

**SEWER FUND** 4/25/2019 – 5/14/2019 CK #3781 - # 3794 \$2,779.94

**MOTION CARRIED** 7 Yes Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway

### **DISCUSSION**

- A trustee voiced his concern about increase amount on credit card statement this month. It was explained that the computers were purchased, and MTA Conference expenses held in April were on credit card.
- County putting down gravel but haven't black-topped Spruce Road Bridge yet
- Men were picking rocks from Spruce bridge area, a local resident stopped them and ask them to put them back.

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- A trustee voiced her concern about Per Diem pay when attending conferences. The Per Diem was not paid. The township auditor states the township can't pay because that is covered by annual salary.
- The trustees first breakfast claim was not paid because it was as she was leaving for conference and still in town. The second breakfast claim was not paid in full as she filed for breakfast at \$26.00. Trustee stated second bill was for breakfast and lunch. Lunch will be reimbursed next month
- An understanding of meal amounts was determined
- There was further discussion of Per Diem pay.

Janet Clark, Township Clerk 05/14/2019 – 8:40 P.M. meeting adjourned

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