

6-12-2018 unapproved

REGULAR JUNE 12, 2018 MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00 P.M., THE SUPERVISOR LEAD 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 5-15-2018 regular board meeting.

**There was a discussion.**

Correction page 3 - (Spruce Bridge update. The bids are expected to be opened June 19, 2018 not June 6, 2018).

**MOTION** was made by J. Peek and supported by D. MacFarlane to accept the minutes of the 5-15-2018 regular board meeting as corrected. **MOTION CARRIED. 7 yes**

The minutes of the Park Committee of 6-7-2018 meeting were presented.

**There was a discussion.**

**MOTION** was made by J.Clark and supported by G.Todd to accept the minutes of the 6-7-2018 Park Committee meeting as presented. **MOTION CARRIED. 7 yes**

## **TREASURERS REPORT**

The treasurer presented the treasurer's report:

6-7-2018 General fund balance \$586,863.75

6-7-2018 Sewer fund balance \$525,321.38

Treasurer reported a General Fund CD had matured the end of May and was transferred into the General Fund Checking in anticipation of this summer's road projects.

**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**

Troy McDonald presented Green Charter Township sewer report as follows:

5/2/2018 - 5/31/2018 30 days

Reading 206494060

Total Flow 883,870 Average daily flow 29,462

KW - May 372 KW Y.T.D. 3553

He reported no noticeable consistency in flow to pin down explanation of increased flow.

There was a discussion possibly of jetting and video the entire system, considering different sections at a time. An estimate of rates was distributed to the board for review.

McDonald has asked for cost information and estimates (quotes) to be sent to the township.

The supervisor reported there has been correspondence regarding a potential sale of the property on the east side of Country Manor Estates inquiring about connections to the sewer system for another manufactured home facility.

There was a discussion about sewer manhole locations near or on the property and permit requirements.

## **PUBLIC COMMENTS**

Candidate for State Representative in 102<sup>nd</sup> District William Barnett was present, introduced himself to the township board.

A Citizen asked boards of trustees consider a motion on the management of the tower. No discussion.

## **OLD BUSINESS**

### **CITY OF BIG RAPIDS WASTEWATER TREATMENT PLANT 2017 ANNUAL REPORT**

Dave Cushway was in attendance and distributed "City of Big Rapids Wastewater Treatment Plant 2017 Annual Report" to the township. He reviewed highlights of the report which serves approximately a population 20,000. The document is available at the township office and on line at the township web site greentownship.org.

### **FYI UPDATES**

#### **PARK COMMITTEE**

Looking at priority list, memorial plaque for SHP entrance rock, installation of sign poles, Stone Hatchery Park name sign creation Mike Elliott.

**VOTE TODAY SIGN** -received

#### **STONEHOUSE SHORES ANNUAL MEETING**

The supervisor reported attending the annual meeting of Stonehouse Shores subdivision. Their comment was they are supportive of the township river access at 180<sup>th</sup> and not much trash found in that area. It was suggested trash barrels be put on this river access.

#### **SKYWEB**

Skyweb delivered their delinquent bill to the township for payment of the invoice to ISI. (The township is not a responsible for that collection.)

#### **FACILITY REPAIR/TO-DO LIST**

The list of small repair/maintenance items has been given to Doug Worrall.

#### **UPDATED PROPERTY LIST INSURANCE COMPANY**

An updated property list has been given to the township insurance company for liability coverage. There was a discussion.

## ROADS

Round Lake Road contract has been signed by the township.

Spruce Bridge projects bids are scheduled to be open June 19, 2018.

There was a discussion.

A special meeting for the Spruce Bridge Road project is scheduled for Friday, June 22 at 10 a.m.

## TOWER SITE 22 MILE RD

A Trustee reported he was concerned that the tower site was still in need of brush clearing.

He also distributed pictures for the board to review taken Tuesday of last week. (6/5/2018)

The supervisor reported he had been to the property 6/11/2018 and areas of approach have been cleared.

## NEW BUSINESS

### SMOKING USE SURVEY

District 10 Health Dept. Karen Ripke was present and asked the permission of the board to conduct an **“Opinion Survey on Tobacco-free Outdoor Recreation Areas”**.

She distributed a sample of the survey.

There was a discussion. The consensus of the board was to allow the survey in Green Charter Township.

### PAVER AREA/FIRE PIT STONE HATCHERY PARK

There have been repeated requests asking to have a fire pit at the Stone Hatchery Park at events that are held there.

There was a discussion.

Install designated area for fire pit of bring your own.

Per insurance agent, it would increase liability yet may not be an additional cost.

Include an additional clause in the contract that renter will accept liability and suggested having the township attorney include it in the rental contract.

There would be a concern for cleanup of ashes.

Check with Mecosta County Parks for acquiring a fire pit from them.

## MECOSTA CONSERVATION DISTRICT -HOUSEHOLD TOXIC AND HAZARDOUS WASTE COLLECTION AGREEMENT FOR SERVICES GREEN CHARTER TOWNSHIP AND MECOSTA AND OSCEOLA LAKE CONSERVATION DISTRICTS - FOR DISPOSAL OF HOUSEHOLD HAZARDOUS WASTE

### HOUSEHOLD HAZARDOUS WASTE CONTRACT AGREEMENT 2018

**MOTION** was made by J. Peek and supported by D. MacFarlane to approve the service agreement with Mecosta and Osceola –Lake Conservation District for \$400.00 for disposal of household hazardous waste.

**MOTION CARRIED. 7 YES,** Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway  
Green Charter Township and the Mecosta and Osceola-Lake Conservation Districts desire to act cooperatively to provide the proper disposal of household hazardous waste for residents of Green Charter Township and Mecosta County. Therefore, Green Charter Township contracts with Mecosta and Osceola-Lake Conservation Districts for collection and disposal of household hazardous waste in the amount of

**\$400.00. This service agreement will promote the public health, safety, and welfare of Township and County residents.**

### **PARIS CREEK FOOT BRIDGE**

The supervisor reported he has information and has talked with the City of Big Rapids regarding the horizontal walk bridge across State Street at Charter Academy.

There was a discussion.

Structurally sound

July 21<sup>st</sup> MDOT is scheduled to take down.

Morningstar has the contract to haul away the steel.

Best way to proceed is to contact Morningstar when they take possession of the bridge.

Price, Engineering, permits, contract proposal with Morningstar,

DEQ ADA requirements

**MOTION** was made by J. Peek and supported by G. Todd to authorize the supervisor to proceed and gather information and prices on this walk bridge. **MOTION CARRIED. 7 YES.**

### **PARKING LOT MAINTANENCE – TOWNSHIP HALL**

The township hall parking lot is in need of maintenance/repair.

Crack sealing, washout west side of lot, north new area never been seal coated, replace guard rail (metal),

Advertise for bids in Pioneer & Tri-Count, township website and companies found on internet search.

### **DEPUTY CLERK**

There was a lengthy discussion on the need for additional hours and wages allowed for the deputy clerk.

- Consider another deputy with 27-20 hours per week 30 hours would be considered full time.
- A Trustee reacted that this was the first time fully brought to the board. She had talked with MTA and was advised that the township cannot have two deputies. Also suggesting an advisory committee is formed for a full analysis of the administrative hours.
- The amount of work required has increased.
- Deputy clerk read a six page partial list of duties in the clerk's office. Explaining a concern for the township if something would happen to the current clerk as it did with the supervisor last year. Enlightening that a deputy needs to come in and learn all the work and duties involved with the township. Currently most of deputy's time has been working elections, two, three and four per year, new equipment, new QVF(Qualified Voter File) and voter registration.
- Another Trustee explained there is no need for an advisory board and suggested creating as an administrative assistant position for the current deputy and increase the deputy hours and budget to 20 hour per week.
- When should the budget be amended?

The supervisor asked that this issue be tabled until the next board meeting.

### **PUBLIC COMMENTS**

A township resident commented that she was sorry that need for increased hours & wages for the deputy clerk issue was tabled. She has observed that the clerk is over worked and it takes a long time to fully learn the clerk's job.

There were a number of concerns regarding Skyweb and the township internet tower.

It was asked that the board to review public act 750.383A in the penal code suggesting it was brought to the attention of the township attorney. Internet had been shut down three times for non-payment and charged re-hookup fee.

The supervisor indicated that Skyweb has informed him that Mr. Johnson does not speak for Skyweb.

The supervisor will send the above question to township attorney and the response was asked to be sent to the entire township board.

**AUTHORIZE PAYMENT OF BILLS**

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

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

**GENERAL FUND** 5/24/2018- 6/12/2018 #13406 # 13442 \$21,184.83

**SEWER FUND** 6/12/2018- 6/12/2018 CK #3668 - # 3675 \$2,306.35

**Janet Clark, Township Clerk 6/12/2018 – 9:14 P.M. meeting adjourned**