

Unapproved

REGULAR NOVEMBER 13, 2018 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 10-09-2018 regular board meeting. There was a discussion.

MOTION was made by J. Peek and supported by N. Stephan to accept the minutes of the 10-09-2018 regular board meeting as corrected. **MOTION CARRIED. 7 yes**

TREASURERS REPORT

The treasurer presented the treasurer’s report:
11-13-2018 General fund balance \$421,612.52
11-13-2018 Sewer fund balance \$523,700.69

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

ASSESSOR REPORT

The supervisor reported a “Withdrawal notice for SBA Towers Inc.”, a written authorization to withdraw the appeal to the Michigan Tax Tribunal dated October 22, 2018

SEWER REPORT

Troy McDonald presented Green Charter Township sewer report as follows:
10/1/2018 - 10/28/2018 27 days
Reading 2112886520
Total Flow 862310 Average daily flow 31937
KW - 399 KW Y.T.D. 5288

The televising & jetting has been completed.

He suggested a review of the films with Van Johnson of the City and township to discuss repair options. The following items were identified. A full report will be submitted.

- Found & removed roots
- Found at sewer main at Mack Drive has a serious and crack in need of repair
- Found roots on Northland Dr. near the rental cabins
- Areas of sediment buildup where line has bowed
- Debris seen at the Havenview crossing

SEWER USERCHARGE REPORT

Big Rapids City representatives, City Manager Mark Gifford, City Treasurer Aaron Kuhn were present to discuss the completion of the: 2019 WASTEWATER USER CHARGE SYSTEM Cost of Operation, Maintenance, and Replacement (OM&R) of the Big Rapids Wastewater System and Inter-Governmental

Cost Sharing including members The City of Big Rapids 82.6%, Big Rapids Charter Township 14.6% and Green Charter Township 2.8%

There was a discussion

MOTION WAS made by J. Peek and supported by D. MacFarlane to accept the 2019 WASTEWATER USER CHARGE SYSTEM Cost of Operation, Maintenance, and Replacement (OM&R) of the Big Rapids Wastewater System and Inter-Governmental.

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

PUBLIC COMMENTS - None

OLD BUSINESS

SEWER MONITORING CONTRACT

There was a discussion on the proposed Green Township Sanitary Sewer Flow Monitoring Proposal received from Fleis & Vandenbrink (date 10-17-2018)

Basic proposal

2 or 4 month monitoring logs data every 5 minutes

Spring is best time (rainy season), should make decision (one month lead time) to do before spring so it would be ready for monitoring in the early spring.

4 locations for monitoring

Service lines on private properties are difficult to video.

Televised jetting resulted in seeing that the system in the Green Haven subdivision looks very good.

Willow trees cause issues.

Fleis & Vandenbrink work very well with the City of Big Rapids.

It was recommended to put the Monitoring Proposal for flow monitoring on the December agenda, checking and reviewing if the reference letter of October 17, 2018 could be adequate for a bid document.

SNOW REMOVAL - TOWNSHIP HALL

There was a discussion on contracting for snow removal and salting of the township hall parking lot. A proposal has been received for the 2018-19 season snowplowing.

There was a discussion on the number of times salting is needed. Some of the board members were concerned that salting was done in excess last year winter season.

The clerk relayed to the board that the insurance company recommended to rule on safety,

"The township should do what is reasonable and prudent. Exercising care, skill and good judgement will always help in mitigating losses and not being found negligent. Certainly consider salt on an icy parking lot meeting those standards."

There was also a question on why the water pull well sites were plowed a lot last year.

The supervisor explained these well sites need to be plowed open for the fire equipment in the case of a fire emergency.

It was reported this past weekend a fire was in the township that required water to be pulled from the well on the Nix property at 23 Mile & 230th Avenue.

MOTION WAS MADE by J. Clark and supported by J. Peek to approve the submitted contract from M&M LAWN CARE & SNOWPLOWING, LLC for the 2018-2019 snowplowing season. Snowplowing \$50.00 per time, Salting \$45.00 per time (As needed), Snowplowing is done at an accumulation of 2 inches. Over 6" is double charge.

MOTION CARRIED. 5 YES 2 NO

YES 5 - Peek, Clark, Chapman, MacFarlane Todd, NO 2 – Stephan, Cushway

NEW BUSINESS

ROAD MAINTENANCE REPORT

The supervisor presented the Mecosta County Road Commission's Maintenance Cost and Contribution report, the Paser Rating Suggested Maintenance spreadsheet, and his prepared map of needed road work projects in Green Township. There was a discussion.

Explaining the plan is to submit no major road projects in 2019, since in the 2018 road budget two major road projects were accomplished. However small projects may be possible.

CAPITAL IMPROVEMENT PLAN

The supervisor presented to the board a proposed township CAPITAL IMPROVEMENT PLAN, 2018.

There was a discussion:

- This document presented is a suggested list estimate, not binding.
- DNR Passport grant requires a capital improvement plan.
- Copies can be made for the public.
- Township Board's decision on when projects are completed.
- The estimated time schedule may change.
- Restroom at Stone Hatchery Park is one project to look at for the DNR grant.
- It was questioned whether we could undertake the restrooms without grant assistance.
- Grant writer - township resident Mike Pisani helped with the Grant that was received for the security cameras at the Stone Hatchery Park.
- The carpet in the banquet room needs replacing, (installed in 2010).

REVIEW OF LAST MONTH'S PROJECTS

- Stone Hatchery has been winterized.
- Beaver Tree Service – has been very busy since the storm, therefore the removal in West cemetery and Charlie Brown Park in Green Haven subdivision should be done the first week of December.
- Tree trimming on Ross Parkway – the supervisor has talked with the road commission and will speak to them at their next board meeting. Some of the trimming is in the road right of way and some on private property.
- The four backup batteries for the office computers have been received and two have been installed.

WISH LIST

A trustee suggested the following:

- Maintenance contract person for small repair projects in the township.
- Base pay plus an hourly rate
- IT person on call for little problems
- Negotiate for the hourly rate

It was recommended to keep the Capital Improvement Plan of the proposed projects on file as a working document.

Suggesting additional projects be brought to the board for consideration.

The Park Committee has no recommendation as of yet for the Stone Hatchery Park.

PUBLIC COMMENT

The ground maintenance superintendent reported the drive at Parkhill and Parkhill Schroeder Addition Cemetery needs to be done in the spring.

ELECTION RESULTS

Township supervisor was sworn in the day after the election to fill the 2 year vacancy created by the death of the previous supervisor Robert Baldwin.

The clerk reported the November 6, 2018 General Election was a very large turnout this midterm election, 1,467 ballots tabulated compared to 1,097 in 2014.

TOWN HALL OUTDOOR LIGHTING

The supervisor reported that half of the lights on the building had burned out.

Remus Electric replaced the lights with LED bulbs; he had to search to find the correct size for the fixtures to fit in the current boxes. The new lights are brighter and will be cheaper to run.

LEAD PIPES

It was asked to check if the Stone Hatchery Park or the town hall should be concerned about lead piping. This will be checked and verified.

SEWER IPP

The supervisor reported they are waiting on the State and a roundtable discussion will be held with Big Rapids City, Big Rapids Charter Twp. and Green Charter Township.

MECOSTA CO. ZONING BOARD OF APPEALS

R. Carroll Zoning Board of Appeals was present and reported a building permit was denied. There was a discussion. Noting this is under the decision of the Mecosta County Building & Zoning.

BUDGET AMENDMENTS

MOTION WAS MADE by J. Peek and supported by D. MacFarlane to approve the following amendment in the General fund.

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

11/13/2018 BUDGET YEAR 2018-2019 AMENDMENTS							
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED AMOUNT	NEW BUDGET	AMENDED BALANCE	
GENERAL FUND							
#1	101-101-726	TWP. BD OFFICE SUPPLIES	\$ 1,059.52	\$ 1,000.00	\$ 60.00	\$ 1,060.00	\$ 0.48 *
	from					\$ -	
	101-101-728	POSTAGE	\$ 5.20	\$ 400.00	\$ (60.00)	\$ 340.00	\$ 334.80
#2	101-101-800	CONTRACTUAL SERVICES	\$ 1,367.50	\$ 1,300.00	\$ 100.00	\$ 1,400.00	\$ 32.50
	from					\$ -	\$ -
	101-101-972	LARGER FIXED ASSETS	\$ -	\$ 1,000.00	\$ (100.00)	\$ 900.00	\$ 900.00
						\$ -	\$ -
#3	101-101-971	CAPITOL OUTLAY SOFTWARE	\$ 519.44	\$ 500.00	\$ 100.00	\$ 600.00	\$ 80.56
	from					\$ -	\$ -
	101-101-970	SMALL FIXED ASSETS	\$ 1,126.27	\$ 2,500.00	\$ (100.00)	\$ 2,400.00	\$ 1,273.73
						\$ -	\$ -
#4	101-191-702	ELECTION WAGES	\$ 7,040.64	\$ 5,000.00	\$ 2,040.64	\$ 7,040.64	\$ -
	from					\$ -	
	101-751-972	PARKS LARGE ASSETS	\$ 2,800.00	\$ 30,000.00	\$ (2,040.64)	\$ 27,959.36	\$ 25,159.36
#5	101-191-726	ELECTION OFFICE SUPPLIES	\$ 1,329.36	\$ 1,000.00	\$ 330.00	\$ 1,330.00	\$ 0.64
	from					\$ -	\$ -
	101-751-970	PARKS SMALL ASSETS	\$ 300.00	\$ 3,000.00	\$ (330.00)	\$ 2,670.00	\$ 2,370.00
						\$ -	\$ -
#6	101-209-809	ASSESSING SOFTWARE SUPPORT	\$ 1,293.00	\$ 1,150.00	\$ 145.00	\$ 1,295.00	\$ 2.00
	from					\$ -	\$ -
	101-209-726	ASSESSING OFFICE SUPPLIES	\$ 20.98	\$ 500.00	\$ (145.00)	\$ 355.00	\$ 334.02
#7	101-253-809	TREAS. SOFTWARE SUPPORT	\$ 662.00	\$ 650.00	\$ 12.00	\$ 662.00	\$ -
	from					\$ -	\$ -
	101-253-956	TREAS. MISC.	\$ 38.00	\$ 100.00	\$ (12.00)	\$ 88.00	\$ 50.00
#8	101-265-972	TWP. HALL LARG FIXED ASSETS	\$ 11,858.18	\$ 11,000.00	\$ 900.00	\$ 11,900.00	\$ 41.82
	from					\$ -	\$ -
	101-265-976	ADDITION & IMPROV. HALL	\$ -	\$ 2,000.00	\$ (900.00)	\$ 1,100.00	\$ 1,100.00
						\$ -	\$ -
#9	101-446-818	CONTRACTUAL SERVICES HIGHWAY	\$ 217,282.16	\$ 200,000.00	\$ 17,282.16	\$ 217,282.16	\$ -
	from					\$ -	\$ -
	101-101-695	ADVANCE FROM FUND BALANCE	\$ -	\$ 220,887.88	\$ 17,282.16	\$ 238,170.04	\$ 238,170.04

AUTHORIZE PAYMENT OF BILLS

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

GENERAL FUND 10/15/2018- 11/13/2018 #13636 #13689 \$32,438.68

SEWER FUND 10/10/2018- 11/13/2018 CK #3717 - # 3727 \$18985.10

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

Janet Clark, Township Clerk 11/13/2018 – 9:04 P.M. meeting adjourned