

REGULAR JANUARY 14, 2020 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 - telephone communication
KELLY CUSHWAY	TRUSTEE

### **MINUTES**

The clerk presented the minutes of the 12-10-2019 regular board meeting.

**MOTION** was made by D. MacFarlane and supported by G. Todd to accept the minutes of the 12-10-2019 regular board meeting. **MOTION CARRIED. 7 yes**

### **TREASURERS REPORT**

The treasurer presented the treasurer's report:

1-9-2020 General fund balance \$465,904.19

1-9-2020 Sewer fund balance \$489,545.77

**MOTION** was made by G. Todd and supported by N. Stephan 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:

11-27-2019 - 1-1-2020 35 days

Reading 225565780

Total Flow 1443330 Average daily flow 41238

KW -708 KW Y.T.D. 5868

### **ASSESSOR REPORT**

The Green Charter Township 2020 Board of Review will be held:

Tuesday March 3<sup>rd</sup> @ 9 a.m. (organizational meeting)

Wednesday March 11<sup>th</sup> hours are 9 a.m. – 3 p.m. (day hours and first day protest)

Thursday March 12<sup>th</sup> hours are 3 p.m. – 9 p.m. (night hours and 2<sup>nd</sup> day protest)

Tuesday July 21<sup>st</sup> 9 a.m. (July Board of Review)

Tuesday December 15<sup>th</sup> 9 a.m. (December Board of Review)

Board of Review member training will be at Chippewa Hills High School and Green Township Hall.

January 14, 2020

**PUBLIC COMMENTS**

County Commission was present and reported on the county’s workers comp refund, County Parks intention to propose a park millage vote on August ballot and new vehicles at the sheriff department. Township resident informed the board he has seen lights on at the Stone Hatchery Park late at night. The supervisor responded that he has been monitoring the activity there with the security camera system.

**OLD BUSINESS**

**BUDGET ADOPTION AND SUPPORTING RESOLUTIONS**

There was a discussion.

**BUDGET ADOPTION**

The following resolutions were offered and approved in the  
April 1, 2020 – March 31, 2021  
General Fund and the Sewer Fund.

**APPROVED 1-14-2020**

**BUDGET ADOPTION & SUPPORTING RESOLUTIONS 2020-2021**

**General Fund**

**GREEN CHARTER TWP. PROPOSED PAYROLL ATTACHMENT 2019-2020**

1. MOTION was made by D. MacFarlane and supported by G. Todd to approve the proposed line item #101-101-702 salary for the 4 trustees \$ 9,845.17  
MOTION CARRIED. yes 6 no 1  
Yes – Stephan, Clark, Peek Chapman, MacFarlane, Todd, No – Cushway

2. MOTION was made J. Peek and supported by J. Clark to approve the proposed line item # 101-171-702 salary for the supervisor \$ 19,279.51,  
MOTION CARRIED. Yes 6, No 1  
Yes – Stephan, Clark, Peek, Chapman, MacFarlane, Todd, No –Cushway

3. MOTION was made by D. MacFarlane and supported by G. Todd to approve the proposed line item # 101-215-702 salary for the clerk \$31,778.40  
MOTION CARRIED. Yes 6, No 1  
Yes - Stephan, Peek, Clark, Chapman, MacFarlane, Todd No - Cushway

4. MOTION was made by J. Clark and supported by N. Stephan to approve the proposed line item # 101-253-702 salary for the treasurer \$ 18,718.99  
and salary for item # 101-253-705 treasurer summer tax collection \$ 8,534.74  
MOTION CARRIED. Yes 6, No - 1  
Yes – Stephan, Peek, Clark Chapman, MacFarlane, Todd No - Cushway

January 14, 2020

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. MOTION was made by D. MacFarlane supported by G. Todd to approve the proposed line item salary for the **deputy treasurer** up to \$ 2,500.00 item # 101-253-706 @ \$13.25 per hour  
MOTION CARRIED. Yes 7, No 0

Yes – Stephan, Clark, Chapman, Peek, MacFarlane, Todd, Cushway No - 0

6. MOTION was made by G. Todd and supported by N. Stephan to approve the proposed line item salary for **per diem** rate of \$40.00.

MOTION CARRIED. Yes 7, No - 0

Yes – Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway No - 0

7. MOTION was made by D. MacFarlane and supported by J. Clark to approve the proposed line item salary for the item # 101-171-706 **deputy supervisor** up to \$ 1,000.00 @\$13.25 per hour  
MOTION CARRIED. Yes 7, No - 0

Yes – Stephan, Clark, Peek, Chapman, MacFarlane, Todd, Cushway No - 0

8. MOTION was made by G. Todd and supported by J. Peek to approve the proposed line item # 101-215-706 salary up to \$18,603.00 for the **deputy clerk** up to 27 hrs. per week @ \$13.25 per hour

MOTION CARRIED. Yes 7, No-0

Yes –Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway No - 0

9. MOTION was made by Denise MacFarlane and supported by G. Todd to approve the proposed line item #101-247-702 salary for **board of review** per diem rate of \$40.00, and/or @ \$13.00 per hour

MOTION CARRIED. Yes 7, No 0

Yes – Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway No - 0

10. MOTION was made by G. Todd supported by D. MacFarlane to approve the proposed line item salary for **cemetery item** # 101-276-818 charges vault grave opening \$435.00, vault grave opening weekend \$550.00, Cremation burial \$110.00 cremation burial weekend \$160.00, infant burial \$100.00, infant weekend, \$150.00, winter additional charge \$175.00, snow plowing \$100.00, Additional repairs in winter \$100.00, additional hourly \$13.25 per hr.

Foundation installation item # 101-276-704 .30 per sq. inch. Township sets the rates.

MOTION CARRIED. Yes 7, No 0

Yes - Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway No - 0

11. MOTION was made by D. MacFarlane and supported by G. Todd to approve the proposed line item salary for the twp. **grounds labor** \$ 13.25 per hour, \$ 20.00 per hour heavy maintenance.

MOTION CARRIED. Yes 7, No 0

Yes –Stephan, Clark, Peek, Chapman, MacFarlane, Todd, Cushway No - 0

January 14, 2020

12. MOTION was made by J. Clark and supported by D. MacFarlane to approve the proposed line item salary for item # 101-265-702 the **grounds supervisor** \$ 356.09 annual

MOTION CARRIED. Yes 7, No 0

Yes –Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway No - 0

13. MOTION was made by J. Peek and supported by D. MacFarlane to approve the proposed line item # 101-191-702 **election salary** \$ 13.25 per hour, and 14.25 per hour **chair**.

And also, payment of \$500.00 per election, maximum \$2,000 per year, for the clerk due to the additional requirements mandated by the State and Federal governments.

MOTION CARRIED. Yes 5, No 2

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

14. MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the **assessor contract \$14.00 per parcel (current # of parcels 2208) \$ 30,912.00**

Final count based on parcel count on March 31<sup>st</sup>, 2020

MOTION CARRIED. Yes 7, No 0

Yes – Stephan, Clark, Peek, Chapman, MacFarlane, Todd, Cushway No - 0

15. MOTION was made by D. MacFarlane and supported by J. Peek to approve the April 1, 2020-March 31, 2021 General Fund budget. **\$674,419.82**

MOTION CARRIED. Yes 7, No - 0

Yes –Stephan, Clark, Peek, Chapman, MacFarlane, Todd, Cushway No - 0

## Sewer Fund

### GREEN CHARTER TWP. PROPOSED PAYROLL ATTACHMENT 2019-2020

1. MOTION was made by D. MacFarlane and supported by J. Clark to approve the proposed line item salary for the **supervisor** item # 590-171-702 in the sewer fund \$ 5,841.05

MOTION CARRIED. Yes 6, No 1

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

2. MOTION was made by J. Peek and supported by D. MacFarlane to approve the proposed line item salary for the **clerk** item #590-215-702 in the sewer fund \$4,682.03

MOTION CARRIED. Yes 5, No 2

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

3. MOTION was made by G. Todd and supported by J. Peek to approve the proposed **Treasurer** line item #590-265-702 salary for the in the sewer fund \$ 8,650.76

MOTION CARRIED. Yes 6, No 1

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

January 14, 2020

4. MOTION was made by G. Todd and supported by D. MacFarlane to approve the proposed line item salary in the item # 590-000-705 **administration** sewer fund per diem rate of \$ 40.00 and/or @ \$13.25 per hour

MOTION CARRIED. Yes 7, No 0

Yes –\_ Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway No - 0

5. MOTION was made by J. PEEK and supported by G. TODD to approve the proposed line item salary Item # 590-000-703 sewer operation & maintenance non **administration** in the sewer \$ 4,494.31 annual per **diem** #590-000-704 rate of \$ 40.00, and/or @ \$ 15.30 per hour

MOTION CARRIED. yes 7, No 0

Yes – Stephan, Clark, Peek, Chapman, MacFarlane, Todd, Cushway No - 0

6. MOTION was made by J. Peek and supported by G. Todd to approve the

**April 1, 2019 - March 31, 2020 Sewer Fund budget \$131,933.93**

MOTION CARRIED. Yes 7, No - 0

Yes – Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway No - 0

**OLD BUSINESS CONTINUED**

**TOWNSHIP TREASURER APPOINTS A DESIGNEE FOR TAX COLLECTION PURPOSES**

MOTION was made by J. Clark and supported D. MacFarlane to appoint the deputy treasurer to take the treasurer’s place and accept tax payments during statute required mandatory days.

**MOTION CARRIED. 7 YES**

**MTA CAPITAL CONFERENCE FEBRUARY 26, 2020 IN LANSING**

**MOTION** was made by J. Clark and supported by D. MacFarlane to approve attendance to the MTA Capital Conference in Lansing for board members.

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

**ASH DRIVE CONTRACT MODIFICATION**

There was a lengthy discussion on the Ash Drive road project at the estimate cost of \$156,869.89.

Issues discussed:

Previous years did costly road projects every other year, allowing for a restoration of the fund balance.

This spending would take the township fund balance to an estimated unprecedented low, (spread sheet of the projection of low fund balance was presented, prepared by deputy clerk).

Suggested splitting into a two-year project. Year one culvert, widening, and tree removal estimate \$27, 081.60. Year two pulverize, HMA, HMA intersections, gravel shoulders & paint lines.

Possible State gas tax increase or County Road commission millage proposal.

**MOTION** was made by D. MacFarlane and supported by J. Peek stating financial responsibility the reason to modify the 2020 proposed road project for Ash Drive into two years for that road project.

**MOTION CARRIED.** 4 – YES, 3 – NO

**Yes 4 –Peek, Clark, Chapman, MacFarlane, No 3 - Stephan, Todd, Cushway**

January 14, 2020

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**AMENDMENT OF BUDGET LINE ITEM**

**MOTION** was made by J. Peek and supported by J. Chapman to reopen the budget and amend the line item budget 101-446-818 contracted services from \$175,000.00 to \$65,000.00 (\$110,000. difference)

Which would decrease the Advance from Fund Balance amount from \$ 234,435.82 to \$124,435.82

**MOTION CARRIED. 4 – YES, 3 – NO**

Yes 4 –Peek, Clark, Chapman, MacFarlane, No 3 - Stephan, Todd, Cushway

**STONE HATCHERY PARK – SWING SET**

There was a lengthy discussion on the purchase of a swing set for the Stone Hatchery Park.

\$6,000 in donations has been received for parks & recreation.

Proposed area has been selected.

**MOTION** was made by J. Peek and supported by D. MacFarlane to order the swing set for the Stone Hatchery Park not to exceed \$4,000.

**MOTION CARRIED. 5 – YES, 2 – NO**

Yes 5 –Peek, Clark, Chapman, MacFarlane, Todd, No 2 - Stephan, Cushway

**CENSUS REPORT**

Information was received from the Census Bureau on the Addresses Appeals.

Of the 23 addresses appealed, 22 were accepted.

**GRANT FROM THE MICHIGAN PARTICIPATING PLAN INSURANCE**

The \$2,500 grant has been received for the additional cameras at the Stone Hatchery.

**RESOLUTION TO SCHEDULE THE MARCH BOARD OF REVIEW MEETING:**

**Green Charter Township**

**WHEREAS:** Green Charter Township is required to host a Township Board of Review each year in March.

**WHEREAS:** The State of Michigan specifies the dates of meetings for the Township Board of Review.

**WHEREAS:** Michigan State Law (MCL 211.30) authorizes “ The governing body of the city or township may authorize, by adoption of an ordinance or resolution, alternative starting dates in March when the Board of Review shall initially meet, which alternative starting dates shall be the Tuesday or Wednesday following the second Monday of March.”

**THEREFORE:** Be it resolved that The Charter Township of Green shall schedule their March Board of Review to convene on the Wednesday following the 2nd Monday in March. Said scheduling shall commence in the year 2020 and continue forward unless changed by act of the Charter Township of Green Board of Trustees.

The foregoing resolution offered by board member J. Peek.

Supported by board member D. MacFarlane

Upon a roll call vote, the following voted: 7 Aye 0 No. The supervisor declared the resolution adopted.

Janet Clark, Clerk

**MECOSTA CO. TOWNSHIPS ASSOCIATION** quarterly meeting will be here at Green Charter Township Hall, January 27<sup>th</sup>, 6 p.m. potluck.

January 14, 2020

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2020-2021 BOARD MEETING DATES SCHEDULE**

**MOTION** was made G. Todd and supported D. MacFarlane to approve the following list of regular monthly meeting dates.

**Monthly meeting dates schedule of regular monthly board meetings** Second Tuesday of each month 7:00 P.M. for 2019-2020 budget year.

April 14, 2020, May 12, 2020, June 09, 2020, July 14, 2020, August 11, 2020, September 08, 2020  
 October 13, 2020, November 10, 2020, December 08, 2020, January 12, 2021, February 09, 2021  
 March 09, 2021, **MOTION CARRIED. YES 7, NO – 0**

**PUBLIC COMMENTS**

Resident reported Charter School will be providing busing. Supervisor added that Charter School will be using the township hall north side parking lot for pickup and drop off.

**BUDGET AMENDMENTS**

**MOTION WAS MADE** by J. Peek and supported by J. Clark approve the following amendment in the General fund as presented by the Clerk.

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

<b>1/14/2020 BUDGET YEAR 2019-20 AMENDMENTS</b>							
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED AMOUNT	NEW BUDGET	AMENDED BALANCE	
<b>GENERAL FUND</b>							
#1	101-253-706	DEPUTY TREASURER	\$ 2,450.50	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 1,549.50
	from						
	101-215-706	DEPUTY CLERK	\$ 13,083.13	\$ 18,252.00	\$ (2,000.00)	\$ 16,252.00	\$ 3,168.87
						\$ -	\$ -
#2	101-265-724	INTERNET SERVICES TWP. HALL	\$ 2,435.84	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 1,564.16
	from					\$ -	\$ -
	101-265-930	HALL REPAIRS & MAINT.	\$ 735.75	\$ 4,900.00	\$ (2,000.00)	\$ 2,900.00	\$ 2,164.25

**AUTHORIZE PAYMENT OF BILLS**

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

**GENERAL FUND** 12/12/2019-01/14/2020 CK #14204 - #14243 \$20,974.35

**SEWER FUND** 12/17/2019-01/14/2020 CK # 3871- #3880 \$2,619.64

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

Janet Clark, Township Clerk 01/14/2020 – 8:45 P.M. meeting adjourned

January 14, 2020

---



---



---