

Unapproved

REGULAR DECEMBER 11, 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 11-13-2018 regular board meeting. There was a discussion.

MOTION was made by J. Peek and supported by G. Todd to accept the minutes of the 11-13-2018 regular board meeting as corrected. **MOTION CARRIED. 7 yes**

TREASURERS REPORT

The treasurer presented the treasurer’s report:

12-6-2018 General fund balance \$384,613.41
12-6-2018 Sewer fund balance \$506,096.26

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**

BIG RAPIDS CITY WWTP ANNUAL REPORT -

D. Cushway, Superintendent reported on the WWTP as required by the Wastewater User Charge System agreement.

There was a lengthy discussion.
Plant is running well.

Major projects scheduled in near future:

- North State Lift Station
- Internal water well improvement
- IPP assistant coordinator
- Water wet well
- New screw pumps

The following was presented to the board for review and to be placed on file:
Public notice “The draft permit of modifications to the previously-issued permit”
NPDES – (National Pollutant Discharge Elimination System) Permit No. MI0022381
(5 year plan)

SEWER REPORT

Troy McDonald presented Green Charter Township sewer report as follows:

10/29/2018 - 12/03/2018	36 days		
Reading	212463410		
Total Flow	1,176,890	Average daily flow	32,691
KW - 628	KW Y.T.D. 5916		

ASSESSOR REPORT

The December Board of Review minutes of 12/11/2018 were submitted and placed on file.

PUBLIC COMMENTS

County Commissioner was present and reported:

The 2019 Mecosta County budget has been finalized.

Nearly all the labor contracts have been approved for county employees.

A new pathologist has been hired for Mecosta County.

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 in the amount of \$12,400.00

The following was discussed:

1. This proposed sewer monitoring should be done in the early spring when the weather breaks, for best effectiveness, possibly March.
2. There is a need to look further to find out the cause of the problem of excess flow.
3. Proposal takes readings all day to narrow down the location issue.
4. In narrowing down the search, monitors may be re-located.
5. Fleis & Vandenbrink has done a considerable amount of work for the City of Big Rapids.
6. Bid must be taken for projects over \$20,000.
7. This project needs an expert to monitor the bids.
8. Use of a professional to help review bids.

MOTION was made by N. Stephan and supported by K. Cushway to put this Green Township Sanitary Sewer Flow Monitoring project out for bids. **MOTION CARRIES. 7 YES**

SEWER MANHOLES

Northland Dr. and Shamrock Blvd. – cost estimate to grout infiltration in manhole

A proposed cost estimate has been received from Northern A-1 Environmental Services, with an estimated cost of \$3,400.

There was a lengthy discussion suggesting looking at other options less costly.

MOTION was made by J. Peek and supported by G. Todd to **table action** until more information is received. **MOTION CARRIED. 7 YES**

NORTHERN A-1 ENVIRONMENTAL SERVICES

Cost estimate to install 8" x 24" pipe patch (Dec. 5, 2018) locations of Mack Dr. & Meadow Lane and 205th & Ross Parkway.

MOTION was made by J. Peek and supported by N. Stephan to approve the sewer line repair pipe patch install 8" x 24" pipe patch, by Northern A-1 Environmental Services, estimate \$4,200.00 to be done in the spring when weather breaks and the Mecosta County Road Commission has uncover these two manhole covers than another company has to be brought in to raise the risers.

MOTION CARRIED. 7 YES N. Stephan J. Peek, J. Clark, J. Chapman, D. MacFarlane, G. Todd, K. Cushway

December 11, 2018

CAPITAL IMPROVEMENT PLAN

The supervisor presented to the board a proposed "Green Charter Township Capital Improvement Plan". (Wish list)

There was a discussion:

- The township needs to maintain what it already has.
- Suggested there are too many projects for three years completion
- Recommended forming a Capital Improvement committee
- A bridge has been on the list since the beginning of the Park & Recreation Plan when it was started back in 2005.
- Stone Hatchery Park Signage
- River launch site is proposed to be developed jointly with Mecosta County Parks and grants will be applied for.
- Parkhill Cemetery drive and the carpet in the hall need to be addressed first.
- Stone Hatchery Park -permanent restroom - additional annual maintenance cost -
- Passport grant application
- Roads projects should be added to the list

WHITE PINE RECREATIONAL TRAILS (22 Mile/Boy Scout camp area)

The supervisor reported Mecosta County Parks sub Commission is recommending the 160 acres owned by Mecosta County be sold at public sale.

There was a discussion:

Have 40 acres at the tower location be turned over to the township.

What is required distribution of fund received from sale of property?

Reason for sale? "County Park unable to maintain"

What maintenance has been done?

HALL PARKING LOT SALTING

There was a discussion of parking lot being over salted. M&M has credited account will be adjusting the salting.

RFP FOR PEDESTRIAN BRIDGE INSTALLATION OF PARIS CREEK

A bid proposal has been received from Gourdie-Fraser, Inc. for the design and installation of the pedestrian bridge over Paris Creek, estimated cost of \$16,700.00.

There was a lengthy discussion on the proposed pedestrian bridge and installation over Paris Creek.

Soil borings previously done, may be out dated?

Lead paint, hiring an official contractor for lead paint testing

Sandblasting paint removal & repainting

Removal of old fencing - offer has been made to do job for free

MOTION was made by N. Stephan and supported by G. Todd **to table** any further discussion until the testing is done for led paint on the walk bridge. **MOTION CARRIED. 7 YES**

PUBLIC COMMENT

2019-2020 BUDGET SCHEDULED DATES

Budget work session 2019-2020 budget scheduled for Thur., January 10, 2019, 9 a.m.

Budget Hearing - February 12, 2019, 6:30 p.m.

Adoption 2019-2020 budget in conjunction with regular board meeting held on Feb. 12, 2019, 7 p.m.

December 11, 2018

ROAD PROJECT REQUEST – 2020

The request from Mecosta County Road Commission for township priority road projects for 2020 has been received.

There was a discussion and suggested a list be brought to the January 2019 board meeting.

12-13-2018

2019 DUST CONTROL CONTRACT With MECOSTA CO. ROAD COMMISSION

MOTION was made by G. Todd and supported by K. Cushway to contract with Mecosta County Road Commission for one (1) additional application for dust control.

MOTION CARRIES. 7 YES N. Stephan J. Peek, J. Clark, J. Chapman, D. MacFarlane, G. Todd, K. Cushway

NEW BUSINESS

STONEHOUSE SHORES LOT # 106 TOWNSHIP OWNED

There was a discussion:

Should this lot be sold?

Market value

Process for selling

PUBLIC COMMENTS

Comments from the public:

1. Pedestrian bridge has been in the Park & Recreation Plan and needs to stay on the Capital Improvement Plan for completion.
2. Corner of 190th & Hoover Road tree trimming needed for view obstruction.
3. Trees have been trimmed on Ross Parkway.
4. Cemetery street number green signs have been ordered for the township cemeteries of West, Parkhill, & Crapo, as requested by Mecosta County Building and Zoning.

BUDGET AMENDMENTS

MOTION WAS MADE by N. Stephan and supported by G. Todd to approve the following amendment in the General fund and Sewer Fund as presented by the Clerk.

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

12/11/2018 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	\$ 1,248.49	\$ 1,060.00	\$ 300.00	\$ 1,360.00	\$ 111.51 *
	from					\$ -	
	101-101-972	LARGE FIXED ASSETS	\$ -	\$ 900.00	\$ (300.00)	\$ 600.00	\$ 600.00
#2	101-101-800	CONTRACTUAL SERVICES TWP. BD.	\$ 1,492.50	\$ 1,400.00	\$ 200.00	\$ 1,600.00	\$ 107.50
	from					\$ -	\$ -
	101-101-970	SMALL FIXED ASSETS	\$ 1,446.87	\$ 2,400.00	\$ (200.00)	\$ 2,200.00	\$ 753.13
#3	101-101-900	PRINTING & PUBLISHING	\$ 6,191.02	\$ 6,000.00	\$ 300.00	\$ 6,300.00	\$ 108.98
	from					\$ -	\$ -
	101-101-870	MILEAGE	\$ 1,162.58	\$ 2,000.00	\$ (300.00)	\$ 1,700.00	\$ 537.42
#4	101-265-800	TWP. HALL CONTRACT. SERVICES	\$ 8,545.05	\$ 7,500.00	\$ 2,000.00	\$ 9,500.00	\$ 954.95
	from					\$ -	
	101-751-972	REC. & PARKS LARGE ASSETS	\$ 2,800.00	\$ 27,959.36	\$ (2,000.00)	\$ 25,959.36	\$ 23,159.36
#5	101-191-818	ELECTION CONTRACT SERV.	\$ 1,117.50	\$ 615.00	\$ 2,000.00	\$ 2,615.00	\$ 1,497.50
	from					\$ -	\$ -
	101-265-930	HALL REPAIRS & MAINT.	\$ 1,403.50	\$ 7,000.00	\$ (2,000.00)	\$ 5,000.00	\$ 3,596.50
SEWER FUND							
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED AMOUNT	NEW BUDGET	AMENDED BALANCE	
	590-000-930	REPAIRS	\$ 21,384.85	\$ 13,000.00	\$ 10,000.00	\$ 23,000.00	\$ 1,615.15
	from						
	590-000-695	ADVANCE FROM FUND BALANCE	\$ -	\$ 10,000.00	\$ 8,400.00	\$ 18,400.00	\$ 8,400.00

AUTHORIZE PAYMENT OF BILLS

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

GENERAL FUND 11/15/2018- 12/13/2018 #13690 #13719 \$31,711.16

SEWER FUND 11/15/2018- 12/11/2018 CK #3728 - # 3737 \$8,790.00

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

Janet Clark, Township Clerk 12/11/2018 – 9:30 P.M. meeting adjourned

December 11, 2018