

TOWNSHIP OF THORNAPPLE

Eric Schaefer, *Supervisor* / Debra K Buckowing, *Treasurer* / Cindy A. Willshire, *Clerk*
 Curt Campbell, *Trustee* / Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Sandra Rairigh, *Trustee*



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 PO Box 459 - 200 E Main St. - Middleville, MI 49333

REGULAR MEETING
Held by teleconference (978) 990-5348
March 8, 2021

1. INVOCATION

TIME: 7:01 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

ROLL CALL:	Buckowing: Present Campbell: Present DeMaagd: Present Rairigh: Present	Schaefer: Present Selleck: Present Willshire: Present
OTHERS PRESENT:	Catherine Getty, Amy Brown, Chief Randy Eaton, Patty Rayl, Emily Dock, Brian Urquhart	

4. APPROVAL OF PRINTED AGENDA:

MOTION STATED:	Buckowing– Motion to approve the consent agenda as amended with the addition of 14. New Business H. Town Crier.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Motion approved by roll call. 7 yes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Yes Campbell: Yes DeMaagd: Yes Rairigh: Yes	Schaefer: Yes Selleck: Yes Willshire: Yes
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5. APPROVAL OF CONSENT AGENDA:

MOTION STATED:	Buckowing – Motion to approve the consent agenda as presented.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Motion approved by roll call. 7 yes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Yes Campbell: Yes DeMaagd: Yes Rairigh: Yes	Schaefer: Yes Selleck: Yes Willshire: Yes
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6. FIRST PUBLIC COMMENT: None.

7. COUNTY REPORT:

Commissioner Catherine Getty:	Appointments to committees continued. The meeting included two hours of public comments regarding the closure and partial closures of restaurants so the rest of the business on the agenda from this meeting will be addressed during tomorrow’s meeting.
Board Response:	No comments or questions.

RESERVED TIME: Emily Dock, TAPRC 2020 Annual Report – New director opened her time by introducing herself and inviting the board to contact her with any questions. The 2020 Annual Report is available online at their website, taprc.org and she encouraged the board and public to review it there. In summary, the 2020 year was very different due to the pandemic. However, TAPRC took the opportunity to improvise and find new ways to engage the community. Using non-traditional outreach including a Heritage Days Run done virtually and handing out sporting equipment to families in need. The board also worked a lot behind the scenes on projects such as: rebranding, creating their new slogan, “Get active, stay active,” finalizing their 5-year plan and to opening an endowment fund through TAEF. Emily Dock would like to attend an in person meeting and meet everyone in person once that becomes available.

CLOSED MEETING: 7:12 p.m.

8. PROPOSED 2021-22 TOWNSHIP BUDGET

OPEN PUBLIC HEARING: 7:12 p.m.

No comments

CLOSED PUBLIC HEARING: 7:13 p.m.

RE-OPENED MEETING: 7:13 p.m.

9. CLERK’S REPORT: Included in the Consent Agenda.

10. TREASURER’S REPORT:

A. Financial Activities and Investments Report – Buckowing requested a review of the financial statements. She explained to the board that the ambulance fund needs more funding before the end of the fiscal year due to the number of ambulance runs being down and asked the board in regard to two options which they would like to choose. Either allow the ambulance fund to borrow from the fire fund and repay that amount at the beginning of the new fiscal year or allow the ambulance fund to be replenished and the debt then be forgiven. Buckowing thought the expenditure could be at least \$40,000.00. Rairigh asked for Chief Eaton’s input who stated that he would like to be able to have the debt forgiven and start out fresh. Eaton asked if this was about where they were last year at the end of the fiscal year?

MOTION STATED:	Buckowing – Motion to allow the fire fund to forgive the debt incurred (January through March of 2020) by the ambulance enterprise for PR and A/P for the remainder of FYE 2020/21.
MOTION SUPPORTED:	Rairigh

MOTION STATUS:	Motion approved by roll call. 7 yes and 0 no votes.
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ROLL CALL VOTE:	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

B. 2020 Property Taxes Update – The tax roll was just shy of 13 million. Collection of winter taxes has ended on Monday March 1 and the delinquency rate for this year is 2.75% while the previous year’s delinquency rate was closer to 4%. Not sure why the improvement over last year, but with Covid it has been an unusual year. As of March 8, Thornapple Township has balanced with the County Treasurer so the 2020 Tax season is all wrapped up.

11. PLANNING AND ZONING REPORT:

A. Monthly Report and Short-Term Rental Research – Getty explained that she had been in contact with Yankee Springs Township who is currently working on investigating and a general ordinance to address the short-term rental property issues they are facing. On Airbnb, there are currently listed three units located in Thornapple Township. Included in the board packet is a copy of a general ordinance from Leelanau Township which includes several items to choose from if Thornapple Township wanted to consider a similar ordinance. Willshire asked if there are any changes that Getty would recommend tailoring it to Thornapple Township? Getty stated she is not recommending the ordinance as written but simply providing information to the board. Getty presented the board with the option of requesting the Planning Commission investigate and report their findings to the board. Campbell and Selleck agreed with Rairigh that it would be a good idea to have them look at the topic. DeMaagd suggested giving the Planning Commission a specific direction.

MOTION STATED:	Rairigh – Motion to refer the topic of short term rental property general ordinances to the Planning Commission to research and make a recommendation back to the Thornapple Township board.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Motion approved by roll call. 7 yes and 0 no votes.

ROLL CALL VOTE:	Buckowing:	Yes	Schaefer:	Yes
	Campbell:	Yes	Selleck:	Yes
	DeMaagd:	Yes	Willshire:	Yes
	Rairigh:	Yes		

12. EMERGENCY SERVICES REPORT:

A. Online continuing education contract with Fire Rescue One at an annual rate of \$2,262.00. Chief Eaton asked approval from the board to sign a 3-yr plan with Fire Rescue One. Eaton also got a quote from Target Solutions. Eaton explained the extra percentage off on the 3-yr plan. The first year has an account set-up fee included that will not have to be paid annually. This came about because of Covid-19. The state of Michigan, Department of Public Health, is not going to issue continuing education credits for in person training. They must be online training and if they go online and pay for their training it will be difficult to track and get reimbursement. These trainings are state specific so just for Michigan and will make ISO rating tracking much easier. Fire Rescue One is set up for what is needed specific to EMS vs Fire and not all the same rate for all training whereas Target Solution has the same rate. Rairigh asked if after the third year, if they would have to pay the set-up fee again? Eaton answered no, as long as there was no lapse. Rairigh asked if the expenditure would be split 50/50 between fire and ambulance? Eaton answered yes.

MOTION STATED:	DeMaagd– Motion to approve online continuing education for 3-years with Fire Rescue One at an annual rate of \$2,065.80 (1 st year), \$1,844.28 (2 nd year) and \$1,903.14 (3 rd year.)
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Motion approved by roll call. 7 yes votes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

B. West Shore quote SCBA inspections due at a cost of \$1,400.00. The total includes the cost of 23 packs at \$55.00 each inspection and certification plus mileage. There has not been a preventative maintenance plan for the gear since they were purchased in 2016. Some packs have been serviced each year. But this would provide inspections and certification each year for all of them.

MOTION STATED:	Buckowing – Motion to approve quote by West Shore for SCBA inspection/certification at a cost of \$1,400.00.
MOTION SUPPORTED:	Willshire
MOTION STATUS:	Motion approved by roll call. 7 yes votes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

C. Summary – A report is included in the board packet but one item which was unusual in February was the amount of double hits. There were 18. A double hit is when they have a turn-over from or a turn-over to and another call comes in. It could be an auto accident or a fire when the second call comes in.

Also, the power cot is installed in medic 51 and is working well. Would like to have a demonstration once the board is back to meeting in person.

13. UNFINISHED BUSINESS:

- A. Reception Window Upgrades – Schaefer explained the original quote only listed the cost of the ‘pass-thru’ window for the new location but neglected to include the receptionist area as well which would cost an additional \$356.00.

MOTION STATED:	Campbell – Motion to approve the revised quote with the additional \$356.00 in cost to install a ‘pass thru’ window in the receptionist’s area.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Motion approved by roll call. 7 yes votes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

14. NEW BUSINESS:

- A. Motion to approve Thornapple Township 2021/2022 Budget – Willshire stated that this is actually the same as the General Appropriations Act, so it should be combined and voted on at the same time. Rairigh stated that they had tentatively budgeted \$10,000 for a new phone system. She had found a record of a previous quote from 4 years ago for a new phone system at \$14,000. Rairigh asked the board if the budget needed an adjustment to the budget for this project? Willshire suggested waiting until they were closer to getting the quote. Schaefer suggested that some technology had gotten less expensive. Rairigh wondered if the percentage split for the fire fund and the ambulance enterprise should be done before the budget is approved? Buckowing suggested waiting until we have the new tax numbers and then all the budget amendments could be done at one time.

MOTION STATED:	Willshire – Motion to approve Resolution 07-2021 General Appropriations Act and the Thornapple Township 2021/2022 budget.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Motion approved by voice vote. All ayes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

B. Motion to approve Resolution 04-2021 Supervisor Salary

MOTION STATED:	Buckowing – Motion to approve Resolution 04-2021 Supervisor Salary in the amount of \$32,660.00.
MOTION SUPPORTED:	Willshire
MOTION STATUS:	Motion approved by roll call. 6 yes and 1 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: No	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

C. Motion to approve Resolution 05-2021 Treasurer Salary.

MOTION STATED:	Willshire – Motion to approve Resolution 05-2021 Treasurer’s Salary in the amount of \$ 39,800.00.
MOTION SUPPORTED:	Schaefer
MOTION STATUS:	Motion approved by roll call. 6 yes and 1 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: No	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

D. Motion to approve Resolution 06-2021 Clerk’s Salary.

MOTION STATED:	Buckowing – Motion to approve Resolution 06-2021 Clerk’s Salary in the amount of \$31,796.
MOTION SUPPORTED:	Schaefer
MOTION STATUS:	Motion approved by roll call. 6 yes and 1 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: No	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

E. Motion to approve Resolution 07-2021 General Appropriations – This was moved to A. and voted on at the same time as the budget.

F. Motion to approve Resolution 08-2021 Petition for maintenance and improvement of Duncan Lake intercounty drain. Campbell asked for the background of how the resolution came to the board. Schaefer explained that Jim Dull, the Drain commissioner, had brought this to the board and talked about this issue. Rairigh asked if it was the Arrowhead Trail issue? Buckowing stated no, this was months before, maybe about a year ago during in person meetings. Campbell stated he was disappointed in how projects were communicated and how the costs were apportioned in past projects done with the intercounty drain. Campbell felt answers were still unanswered in previous projects. Selleck asked if this resolution would be committing funds to or was an administrative resolution which would result in assessment to just the adjacent land owners. Campbell explained that this resolution just allows for a petition without which nothing happens, but this doesn't allocate funds. Then a state-controlled board decides if it should be fixed. Then later once it's decided what should be done, then it would be decided what the Township would be responsible for paying. Schaefer asked Campbell if he would feel more comfortable if he asked Jim Dull to come speak to the board in April? Campbell agreed. Schaefer postponed a vote on the resolution until April board meeting.

G. Renewal of Thornapple Township Property Insurance - EMC

MOTION STATED:	Buckowing– Motion to approve renewal of Thornapple Township Property Insurance with EMC for another year beginning on 4-1-2021.
MOTION SUPPORTED:	Willshire
MOTION STATUS:	Motion approved by roll call. 7 yes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

H. Town Crier – In past years, the village of Middleville, the DDA and the Thornapple Township have participated in the publication of the Town Crier. A 12-page insert cost the township, \$534.00, an 8-page insert costs \$436.00, and a 4-page insert costs \$326.00. Schaefer asked the board for their thoughts on participating in this year's publication. Willshire asked if there was any specific event the township was holding that should be included? Buckowing said all the information would be a repeat of what was in last years. Selleck wondered how much print reaches people. Campbell said he has no strong feelings either way. DeMaagd felt it was a good community builder.

15. COMMITTEE REPORTS:

A. Administration (Schaefer, Buckowing, Willshire) None.

B. Cemetery (Willshire, DeMaagd, Rairigh) None.

C. Middleville DDA Report (Schaefer) New director appointed, Katherine Schmidt. Held a ribbon cutting ceremony last week and the DDA has some great community ideas for this Spring.

D. Elections (Willshire, Buckowing, Schaefer) None.

E. Emergency Services (DeMaagd, Schaefer, Rairigh)

MOTION STATED:	DeMaagd– Motion to amend the EMS dispersal percentages to 50% fire fund, 35% ambulance fund, and 15% capital improvement.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Motion approved by roll call. 7 yes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Yes	Schaefer: Yes
	Campbell: Yes	Selleck: Yes
	DeMaagd: Yes	Willshire: Yes
	Rairigh: Yes	

F. Finance (Buckowing, Willshire, Rairigh) None.

G. Parks and Recreation Report (Schaefer) Registration for baseball is open. Will closely follow the MDHHS guidelines for Covid-19. TAPRC is working on presenting new training material virtually to coaches. Also, United Way has faithfully supported TAPRC with funding and this year increased the amount by \$600.00 to an annual amount of \$12,600.00.

H. Personnel – Compensation (Willshire, Campbell, Schaefer) There will likely be a meeting next week.

I. Property and Public Utilities (Selleck, DeMaagd, Campbell) None.

J. Roads and Highways (Campbell, DeMaagd, Selleck) DeMaagd suggested having the Barry County Road Commissioner come and present information in the fall rather than the spring because it would be closer to when they were looking at the next year’s budget.

K. Duncan Lake Sewer (Campbell, Selleck, Schaefer) Schaefer will be following up regarding the feasibility study.

16. SECOND PUBLIC COMMENT PERIOD:

17. POLL OF MEMBERS:

Kim Selleck (Trustee) – None.

Sandy Rairigh (Trustee) – Asked if the Sun & News had regular enough circulation to be considered as a means of legal posting? On several occasions they have not received the Sun & News.

Ross DeMaagd (Trustee) – None.

Curt Campbell (Trustee) – Thanked Getty for her follow up with the short-term rental issue.

Deb Buckowing (Treasurer) – None.

Cindy Willshire (Clerk) – None.

Eric Schaefer (Supervisor) – Has high hopes that next meeting will be in person.

18. ADJOURNMENT:

TIME: 8:34 P.M.

Amy Brown, Recording Secretary

Approved_____/2021__