

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 April 11, 2022

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

TIME: 7:00 P.M.

ROLL CALL:	Buckowing: Present Campbell: Present DeMaagd: Present Rairigh: Present	Schaefer: Present Selleck: Present Willshire: Present
OTHERS PRESENT:	Chief Randy Eaton, Commissioner Catherine Getty, Commissioner Jon Smelker, Patty Rayl, Chad Klutman, Amy Brown	

4. APPROVAL OF PRINTED AGENDA:

MOTION STATED:	Rairigh – Motion to approve the printed agenda as amended with the addition of 12. New Business items: I. Memorial Day Parade Committee, J. Ad-Hoc Committee hourly rate for Elaine Denton, K. Personnel – Closed Session.
MOTION SUPPORTED:	Willshire
MOTION STATUS:	Approved by voice vote. 7 ayes and 0 no's.

5. APPROVAL OF CONSENT AGENDA:

MOTION STATED:	Willshire – Motion to approve the consent agenda.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call. 7 yes votes 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:

County Commissioner Catherine Getty:	Getty reported the county commissioners had approved the map changes. They approved the additional spending of ARPA dollars for the tower project. They also accepted the 2022 assessments. Committees met to work on various projects including one regarding discussion of the jail. They discussed the last election and what they will need for the next election. Items include location, design, and
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	price. Also, the Barry County Friend of the Court has moved to their new location.
Board Response:	The board thanked Getty for her report.

8. RESERVED TIME: None

9. PLANNING AND ZONING REPORT: Getty stated the Planning and Zoning Report, and the Code Enforcement Report will be updated to follow the same format in the future.

10. EMERGENCY SERVICES REPORT: Chief Eaton reviewed the activity on the Run Report and stated they are up 72 calls from last year. Chief stated the Medicare Ground Ambulance Data Collection is due soon. He will be in contact with township staff to get information to complete it. If the report is not turned in, they could lose 10% of the fees collected so it's important to get it completed.

11. UNFINISHED BUSINESS: ARPA Funds Status: Audit Completed – approved (\$514,551.00)

12. NEW BUSINESS:

A. Agenda Request – Door Locks – Schaefer recommends installation of new door locks at the township hall. Rairigh asked if this could be installed on the front door as well and asked if the TTES building was included. Schaefer said he hadn't included any for that building but would be open to adding another lock for TTES. Campbell stated he was concerned the standard batteries wouldn't last as long or handle the temperature swings as well. Schaefer said the lock on the back door has worked well for the last 6 weeks, plus there is a USB charging port as a backup power source if needed. DeMaagd asked if installation was included in the price. Schaefer said he would do the installation. Schaefer further explained that the software that handles the current locks are outdated and may not be functioning much longer. They also take a specialty battery and is, therefore, expensive. Campbell suggests switching to a lithium battery as they will handle temperature variation better and last longer.

MOTION STATED:	Willshire – Motion to approve the replacement of door locks at the township hall and the TTES building at a cost NTE \$1600.00.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	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. Visual Presentation Upgrades – Schaefer recommends using a projector as the tv screen doesn't display charts large enough to read easily. Campbell asked how large the screen was. Schaefer pointed to the projector screen for reference. The former tv screen will still be used for other purposes.

MOTION STATED:	Willshire – Motion to approve purchase of projector, TV stand, and ceiling mount for use at the township hall at a cost NTE \$760.00.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	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. Trustee additional pay – Schaefer suggested an hourly rate for trustee work done on top of committee work. DeMaagd asked why this was necessary. Schaefer explained that additional research and typing is being done outside of committee meetings and that the officials feel it would be beneficial to pay any trustee for the additional work they do at an hourly rate.

MOTION STATED:	Schaefer – Motion to approve pay to Trustees at \$21.50 per hour for township work that is done above and beyond the scope of the Board and Committee meetings.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	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		

D. Vacation Policy Change – Schaefer explained that the personnel committee is recommending the “Revised Vacation Policy” that was included in the board packet. DeMaagd asked that it be made retroactive to 3/31/2022. The board agreed that was what was intended.

MOTION STATED:	Rairigh – Motion to approve an update to the vacation section of the Employee Handbook giving employees with unused vacation days the option to roll forward or get paid-out for unused vacation days and making the policy change retro-active to 3/31/2022.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	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		

E. “Committee Pay” intention – Schaefer asked the board if the trustees’ pay increase for committee meetings is just for the trustees or if it includes all committee meetings such as Planning and Zoning and Zoning Board of Appeals as well. Willshire stated that some trustees do serve on those committees. Selleck stated the intention was just for the trustees to bring their payments in line with what other communities pay their trustees. Rairigh asked Getty what she thought about this issue as previously the rates for Planning and Zoning were set within her budget. Getty said she would be willing to meet with the personnel committee to review and discuss rates. Until then, the increased rates only apply to the trustees working on committees for the township board.

F. EMS Millage Recommendation – Chief Eaton explained that previously vehicles had been purchased around the same time, but that the chart he provided in the board packet shows the plan for working toward a replacement schedule that is more spread out. Getty asked the fire chief to speak about the timing of when they might expect to purchase a new ladder truck that could service a three-story building. Eaton said that with the replacement schedule it would be a few years before it could be purchased. Rairigh asked who would write the millage proposal for the ballot. Buckowing stated that Jeff Sluggett would be the contact, but asked who on the board wanted to work on it. Buckowing said the millage usually lasts 4 years. Buckowing said the millage would generate around \$845,000.00 per year.

MOTION STATED:	DeMaagd – Motion to approve putting a 2.25 EMS millage request on the August 2 ballot. If approved, the millage would replace the current millage and last 4 years. If not approved, the current millage would remain in place.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	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		

G. Resolution 09-2022 Duncan Lake Sewer – Schaefer explained the purpose of the resolution would be so that \$145 could be added to the quarterly billing to pay the bond taken out for the sewer upgrade.

MOTION STATED:	Selleck - Motion to adopt Resolution 9-2022, "Duncan Lake Sewer System Upgrade Charge" for the purpose of adding an additional \$145 charge to the quarterly bill to pay off the bond taken out for the sewer system upgrade.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Approved by roll call. 7 yes votes 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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H. Barry County Chamber and Economic Development Alliance Membership – Selleck asked if there was any specific positive impact in the community from the Alliance as he wasn't familiar with them. Schaefer explained that some staff would be attending a grant writing workshop they were holding. Also, Getty stated that they are taking the lead in advocating for broadband expansion in the county.

MOTION STATED:	Schaefer - Motion to join the Barry County Chamber and Economic Development Alliance as an "Emerging Leader" for an annual cost of \$1,000 plus \$125 for member dues.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Approved by roll call. 7 yes votes 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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I. Memorial Day Parade Committee – Buckowing explained that she is a member of the planning committee for the Memorial Day Parade with the Middleville Lion's Club. They are asking for a contractual agreement with the township and village for the purpose of purchasing new flags for the parade as well as t-shirts for those people working on the parade. Most of what is needed is donated and can sometimes be used multiple years but is asking the township to consider \$100.00 toward the cause.

MOTION STATED:	Rairigh - Motion to contract with Middleville Lion's Club for the Memorial Day Parade at a cost of \$100 to be paid out of the Community Promotions fund.
MOTION SUPPORTED:	Willshire
MOTION STATUS:	Approved by roll call. 6 yes votes and 0 no votes and 1 abstained.

ROLL CALL VOTE:	Buckowing: Campbell: DeMaagd: Rairigh:	Abstain Yes Yes Yes	Schaefer: Selleck: Willshire:	Yes Yes Yes
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J. Ad-Hoc Committee hourly rate – Willshire explained that Elaine Denton had volunteered to work on typing up the ordinance wording for the Duncan Lake Sewer at a rate of \$20 per hour. Buckowing also asked that after which she would like Campbell and Selleck to review the DLSA section as they have a better understanding of the sewer system.

MOTION STATED:	Rairigh - Motion to approve paying Elaine Denton a rate of \$20/hour for typing up the proposed updates to the DLSA ordinances.
MOTION SUPPORTED:	Willshire
MOTION STATUS:	Approved by roll call. 7 yes votes and 0 no votes.

ROLL CALL VOTE:	Buckowing: Campbell: DeMaagd: Rairigh:	Yes Yes Yes Yes	Schaefer: Selleck: Willshire:	Yes Yes Yes
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K. Personnel – Closed Session

Recessed the public meeting at 8:11 pm
 Reconvened the public meeting at 8:30 pm

13. COMMITTEE REPORTS:

- A. Administration** (Schaefer, Buckowing, Willshire) None
- B. Cemetery** (Willshire, DeMaagd, Rairigh) None
- C. Middleville DDA Report** (Schaefer) They have delivered 4 pianos to be painted as part of the Spring Spectacular.
- D. Elections** (Willshire, Buckowing, Schaefer) The next election is August 2, 2022.
- E. Emergency Services** (DeMaagd, Schaefer, Rairigh) – Chief Eaton ordered the replacement pulse oximeter and it cost less than was originally expected which was good news.

F. Finance (Buckowing, Willshire, Rairigh) Buckowing stated that the Finance Committee would be willing to review the work of the person that works on the ballot language

G. Parks and Recreation Representative (Getty) Getty stated baseball practice had started just tonight and that the old shed had been removed leaving just the cement slab. A new Dutch barn 14' X 20' shed is being delivered tomorrow. With the growth of the program the need for ball fields continues to grow. They hope to be able to start on Sheridan Park soon. There are several grants available that need to be applied for by the Village of Middleville.

H. Personnel – Compensation (Willshire, Campbell, Schaefer) Willshire will be in contact soon to get a meeting set up.

I. Property and Public Utilities (Selleck, DeMaagd, Campbell) Schaefer has ordered the light post and when it arrives the DPW will install it.

J. Roads and Highways (Campbell, DeMaagd, Selleck) Campbell stated that Noffke continues to be an issue but understands that funds have been allocated to certain areas and that it won't be addressed right now.

K. Duncan Lake Sewer (Campbell, Selleck, Schaefer) – Campbell feels DLSA meetings should be allowed at the hall.

16. SECOND PUBLIC COMMENT PERIOD:

17. POLL OF MEMBERS:

Kim Selleck (Trustee) – Stated that MEI is laying down fiber on Moe Road east of Parmalee Road. Smelker and Getty confirmed this was part of a project that was begun years ago.

Sandy Rairigh (Trustee) – Asked when Thornapple Florist would be moving location. Selleck replied that it would be starting tomorrow.

Ross DeMaagd (Trustee) – Wished Selleck happy birthday.

Curt Campbell (Trustee) – Wished Selleck happy birthday.

Deb Buckowing (Treasurer) – None

Cindy Willshire (Clerk) – None

Eric Schaefer (Supervisor) – Wished Selleck happy birthday.

18. ADJOURNMENT:

TIME: 8:50 P.M.

MOTION STATED:	Campbell – Motion to adjourn.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Approved by voice vote. 7 ayes and 0 no's.



Amy Brown, Recording Secretary

Approved 5/9/2022