

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

March 13, 2023

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

TIME: 7:00 P.M.

ROLL CALL:	Buckowing: Campbell: DeMaagd: Rairigh:	Present Present Present Present	Schaefer: Selleck: Willshire:	Present Present Present
OTHERS PRESENT:	Chief Bill Richardson, Commissioner Catherine Getty, Amy Brown, Laura Bouchard, Dave Becker, Linda Gasper, Jeff Pettinga, Rachel Frantz, Larry Schaidt, Susan Lucas, Jan Muir, Jason Scheerhorn, Bob Scheerhorn, Greg Sykes, Katie Stanton, Marlene Hager, Brenda and John Coles and Elaine Denton.			

4. APPROVAL OF PRINTED AGENDA:

MOTION STATED:	Campbell – Motion to approve the printed agenda as amended with the removal of item 12 b. Budget Amendments and the addition of item 14 j. Ordinance 01-2023.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by voice vote. 7 yes's and 0 no's.

5. APPROVAL OF CONSENT AGENDA:

MOTION STATED:	Campbell – Motion to approve the consent agenda as amended with the removal of the minutes from 2-21-23 EMS Committee and placed in Unfinished Business 13 c. to be discussed.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by roll call vote. 7 yes's and 0 no's.

ROLL CALL VOTE:	Buckowing: Campbell: DeMaagd: Rairigh:	Yes Yes Yes Yes	Schaefer: Selleck: Willshire:	Yes Yes Yes
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6. FIRST PUBLIC COMMENT: Linda Gasper stated that she has been a resident in the township for many years and served on the Planning Commission and the ZBA board over 20 years. The residents count on this board to make informed thoughtful decisions. While she knows the search has begun and understand it will continue. She ~~amy brown comments~~ recommends the board approve the interim candidate tonight. She asks the board to carefully consider the replacements for Treasurer and Clerk and to hire truly qualified candidates.

Gaspar stated that Yankee Springs Township had sent a letter to all residents when looking for a new Planning And Zoning Administrator. She suggests Thornapple Township do a similar thing even though there will be a cost, it is well worth it. Gaspar also encouraged the Thornapple Township Board to consult with their attorney and MTA guidelines for further guidance on the interviewing and hiring process.

Rachel Frantz – Recycling coordinator for Barry County– Frantz explained to the board about the Material Management Program. Barry County had received a Material Management County Engagement Grant to help move from solid waste management to material management which would allow for less landfill expansion and an emphasis on recycling. Frantz had requested all township clerks and supervisors to join the program and complete a survey. Frantz stated that she had enough of a response and is thankful to all who participated. If the bill passes, which it is expected to, then after March 29, a committee would be formed. This would be separate from the Solid Waste Oversight Committee and would consist of 11 people. Members would consist of elected officials from a township, village, city, and county, while others would be selected from individuals that generate and manage materials. Members will be appointed but requests that those interested contact her or Frank Fiala. On another note, there will be two dates for electronics recycling at the Barry County Expo on June 3 and September 23. The same rules apply as last year.

7. COUNTY REPORT:

<p>County Commissioner Catherine Getty:</p>	<p>Getty stated that a lot of appointments to various committees have occurred over the last month. Getty read through those appointments for the board. In other action, revised Barry County IT policy, approved the 2023 monumentation survey agreements, and the monumentation program, heard the annual report from the Recycling Co-Ordinator, believes that Frantz is doing a great job, they passed a resolution honoring the Michigan Association of Counties, approved the formation of the Barry County Land Bank Authority, adopted a resolution for a USDA Rural Development Grant. Approved some farm preservation programs. They have also discussed how best to use various county buildings such as the old FOC building and possibly placing the COA close to Thornapple Manor.</p>
<p>Board Response:</p>	<p>Thanked Getty for her report.</p>

8. RESERVED TIME: None.

9. PUBLIC HEARING – Proposed 2022-2023 Township Budget: No comments received.

OPEN: 7:17 PM

CLOSE: 7:17 PM

10. PUBLIC HEARING – Noffke Drive Improvement:

A written protest was received as well as the following questions and comments from residents who stated they did not have an objection to the project.

OPEN: 7:18 PM

Larry Schaidt - Asked if there would be any repairs to the potholes prior to the start of the project. Schaefer responded that he wasn't sure. Campbell agreed the road is bad and mentioned it to Jake Welsh at the annual meeting in January. This is on the section that is not going to be part of this project. Schaefer asked if anyone would be willing to take a photo and email it to Schaefer so that he could send it to BCRC.

Brian Campbell - Schaefer then read the letter of protest aloud. The letter was regarding parcel # 14-086-014-00. Mr. Brian Campbell stated that he had granted the drain commissioner a permanent easement on his vacant parcel which covers 40% of the lot and, therefore, it is not buildable. Mr. Campbell requests the assessment on the vacant land parcel be eliminated.

Brenda Coles - Stated that Brian Campbell's home was the one that had been horribly flooded. He does receive benefit from the drain.

Jan Muir - Asked the date of when the project would begin. Schaefer stated he wasn't sure but would be dependent on the time frame of the drain work.

Dave Becker - Asked where the vacant parcel was located and if a pole barn could be built there. Schaefer stated he had reached out to Williams & Works and it is possible something could be constructed there. Getty stated that the lot is buildable and that in the future the easement may not be used and could at that time be built on the entire parcel.

Larry Schaidt - Asked if Brian Campbell received any payment from the easement. Trustee Campbell said that he did as he saw the roll.

? - Jeff Pettinga - Asked about the funds being committed by the township to work on the roads. He read in the Sun & News about a 50/50 cost share between the BCRC and the township. He wondered if residents of Noffke Drive are benefiting from that. He wondered if the BCRC would pay 50% of the cost of reconstruction. Rairigh explained that the township had committed \$100,000 per year toward the 50/50 cost share. Campbell explained that BCRC would be working on all the roads in the township but that the funds also pay for routine maintenance, snow plowing and basic county service. Therefore, residents on Noffke do benefit some from those funds. The resident also asked why there were two mailings and whether that was necessary. Schaefer replied that they did need both those mailings and were advised during the process by the township attorney. The resident then asked if the cost of the Winter taxes could increase or if this was the final amount. Buckwing replied that the amount listed was the worst-case scenario. However, they are working on some things that could lower the cost if possible.

Marlene Hager - Asked if Noffke was considered a public road. Selleck explained that it was considered a subdivision and had never been turned over to the BCRC to become a public road.

John Coles - Asked if there would be an opportunity to pay off the assessment in one sum. Schaefer stated yes that would still be an option. There will be something mailed out prior to April 15 explaining the amount of the prepayment.

Marlene Hager – Asked when Noffke became a subdivision. Campbell replied that it is still a public road but considered a subdivision local road by the County. The resident then asked if the subdivision must pay for it, then why do people still cut through all the time to get to the village. Campbell said there isn't much through traffic, but Trustee Campbell felt the same way and wanted the County to pay, but it doesn't work that way.

John Coles - Asked if the road would be warrantied. Campbell explained that the current road had lasted about 29 years. Schaefer said the road will be built to the specifications per BCRC.

Mr. Becker - Asked if the BCRC would maintain the road after it is built. Campbell said BCRC would maintain it. He also stated that he isn't against having the road redone.

CLOSE: 7:47 PM

11. TREASURER'S REPORT:

A. Banking – Buckowing said they would be reviewing which bank to use and would likely switch to Highpoint Community Bank as the primary account. They like to review options annually and find the best option for the township.

B. 2022 Tax Year – About \$14,500,000.00 in tax revenue had been collected with a delinquency rate of 2.3% which is not too bad. The settlement at the County Treasurer's office went very well.

C. PPT Reimbursement – All PPT taxes were received correctly this year in the amount of approximately \$30,855.00. \$1,200.00 went to the general fund and the remaining \$29, 655.00 went to EMS.

12. EMERGENCY SERVICES REPORT:

A. Chief's Run Report: Call volume has been down this month. However, based on previous years they expect to see an increase over the next month as the weather warms.

B. Budget Amendments: (Removed from tonight's agenda)

C. Summary: They will have to wait until mid-April to get the graphics on the fire truck updated and radios installed and then it will be ready to be put in service. Drivers have been practicing with the truck

around town. They are required to complete a certain number of hours of practice before becoming certified.

13. UNFINISHED BUSINESS:

A. Acceptance of Cindy Willshire’s Resignation – Board members accepted with regrets.

MOTION STATED:	Buckowing – Motion to accept Cindy Willshire’s resignation effective 3-14-2023.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 7 yes’s and 0 no’s.

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

B. Acceptance of Deb Buckowing’s Resignation - Board members accepted with regrets.

MOTION STATED:	Rairigh – Motion to accept Deb Buckowing’s resignation effective 4-04-2023.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 7 yes’s and 0 no’s.

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

C. 2-21-23 EMS Committee Meeting Minutes – Buckowing asked for clarification regarding accounting changes made to track the revenue and expenditures of the 2nd ambulance. Chief Richardson stated that this was meant as an internal method for his department and Medical Management and not something he is asking the Clerk’s or Treasurer’s department to do.

14. NEW BUSINESS:

A. 03-2023 General Appropriations Act – Campbell inquired as to why on page 2 of Resolution 3-2023, the words ‘fund balance’ was given instead of a total dollar amount. Willshire explained that it was the standard format for a general appropriation resolution.

MOTION STATED:	Buckowing – Motion to adopt Resolution 3-2023 General Appropriations for Fiscal Year 4-01-2023 to 3-31-2024
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by roll call vote. 7 yes’s and 0 no’s.

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

B. 04-2023 Supervisor’s Salary Resolution

MOTION STATED:	Willshire – Motion to adopt Resolution 4-2023 Supervisor’s Salary of \$38,633.00
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Approved by roll call vote. 6 yes’s and 0 no’s and 1 abstained.

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

C. 05-2023 Treasurer Salary Resolution

MOTION STATED:	Willshire – Motion to adopt Resolution 5-2023 Treasurer’s Salary of \$47,082.00.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by roll call vote. 6 yes’s and 0 no’s and 1 abstained.

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

D. 06-2023 Clerk Salary Resolution

MOTION STATED:	Buckowing - Motion to adopt Resolution 6-2023 Clerk’s Salary of \$ 37,612.00.
MOTION SUPPORTED:	Schaefer
MOTION STATUS:	Approved by roll call vote. 7 yes’s and 0 no’s.

ROLL CALL VOTE:	Buckowing: Yes Campbell: Yes DeMaagd: Yes Rairigh: Yes	Schaefer: Yes Selleck: Yes Willshire: Yes
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E. 07-2023 Noffke Drive Resolution

MOTION STATED:	Rairigh - Motion to adopt Resolution 7-2023 Confirmation of the Special Assessment Roll; Lien; Payment and Collection of Special Assessments.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by roll call vote. 7 yes's and 0 no's.

ROLL CALL VOTE:	Buckowing: Yes Campbell: Yes DeMaagd: Yes Rairigh: Yes	Schaefer: Yes Selleck: Yes Willshire: Yes
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F. Clerk Non-Statutory Wage

MOTION STATED:	Willshire - Motion to pay Amy Brown a stipend equal to the Clerk's Non-Statutory Wages (\$524.12 bi-weekly) until a "full-time" Clerk is appointed.
MOTION SUPPORTED:	Selleck
MOTION STATUS:	Approved by roll call vote. 7 yes's and 0 no's.

ROLL CALL VOTE:	Buckowing: Yes Campbell: Yes DeMaagd: Yes Rairigh: Yes	Schaefer: Yes Selleck: Yes Willshire: Yes
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G. Clerk Appointment

MOTION STATED:	Willshire - Motion to appoint Elaine Denton to the position of Thornapple Township Clerk upon Cindy's resignation until the search for a replacement for Cindy Willshire is complete May 3.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by roll call vote. 7 yes's and 0 no's.

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

H. Treasurer Appointment

MOTION STATED:	Willshire - Motion to appoint Laura Bouchard to the position of Thornapple Township Treasurer upon Deb's resignation to fulfill the remainder of the Treasurer's term.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 6 yes's and 0 no's and 1 abstained.

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

I. BOR Alternate Appointment

MOTION STATED:	Campbell – Motion to appoint Larry Schaidt (alternate) to a 2-year appointment to the Board of Review.
MOTION SUPPORTED:	Buckowing
MOTION STATUS:	Approved by roll call vote. 7 yes's and 0 no's.

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

J. Amendment to the Zoning Ordinance: 01-2023

MOTION STATED:	Rairigh - Motion to adopt Ordinance 01-2023 Amending Section 21.41 Outdoor Furnaces.
MOTION SUPPORTED:	Willshire
MOTION STATUS:	Approved by roll call vote. 7 yes's and 0 no's.

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

15. COMMITTEE REPORTS:

A. Administration (Schaefer, Buckowing, Willshire) Nothing new.

B. Cemetery (Willshire, DeMaagd, Rairigh) Rairigh stated they needed three bids for the columbarium foundation. Willshire stated that Wickham could provide one of the three.

C. Middleville DDA Report (Schaefer) There is a new DDA director being appointed soon and would work in the Village of Middleville building.

D. Elections (Willshire, Buckowing, Schaefer) There is an election on May 2.

E. Emergency Services (DeMaagd, Schaefer, Rairigh) DeMaagd stated it had been covered earlier.

F. Finance (Buckowing, Willshire, Rairigh) Buckowing stated that the bills were being paid.

G. Parks and Recreation Representative (Getty) There wasn't a quorum for the March meeting but the new director, Nathan Fischer, was doing well getting ready for this new season. The deadline for sign-ups is past. Hope to meet as a board on Saturday.

H. Personnel – Compensation (Willshire, Campbell, Schaefer) Schaefer said they continue to look for a Planning and Zoning Administrator and a full-time Clerk.

I. Property and Public Utilities (Selleck, DeMaagd, Campbell) Selleck said that he hopes to meet with Sarah Nelson regarding work on the Oak Opening and treatments for the Sumac growing there.

J. Roads and Highways (Campbell, DeMaagd, Selleck) Campbell said this has been covered. Schaefer joked by three inches.

K. Duncan Lake Sewer (Campbell, Selleck, Schaefer) Campbell said this had been covered as well.

16. SECOND PUBLIC COMMENT PERIOD:

Resident asked about the utility billing fees for the DLSS. He wondered if the debt service charge should be replacing the operating and maintenance charge. Buckowing explained no, the operating and maintenance charge are still needed to cover the cost of maintaining the overall system. The new charge is to cover the cost of the upgrade. Also, there is an increase in the overall costs of maintaining the

system. Campbell clarified that the DLSA annually reviews the costs and makes recommendations as to when the quarterly fees should change if it's needed. Schaefer said the upgrade quarterly charge would last 15 years.

Linda Gasper thanked Willshire for her service and Buckowing for her honesty.

Laura Bouchard thanked the board for the opportunity to serve as Treasurer.

Catherine Getty thanked both Willshire and Buckowing for their years of service.

17. POLL OF MEMBERS:

Kim Selleck (Trustee) – Thank you to both Deb and Cindy.

Sandy Rairigh (Trustee) – Miss you both.

Ross DeMaagd (Trustee) – Thank you and Happy Birthday.

Curt Campbell (Trustee) – Thank you, welcome to Laura and Elaine and wish trustees a Happy Birthday.

Deb Buckowing (Treasurer) – First, thank you to Elaine and Laura for coming on board. Feels very confident in their ability to do the work. Happy Birthday to the trustees. Thank you to my community for allowing me to serve and it has been an honor and pleasure to do so.

Cindy Willshire (Clerk) – Happy Birthday to the trustees and Congratulations to Elaine and Laura and it's been 19 years at the township. Thank you.

Eric Schaefer (Supervisor) – Happy Birthday to the trustees and I'll miss you both and thank you.

18. ADJOURNMENT:

TIME: 8:46 P.M.

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



Amy Brown, Recording Secretary

Approved 4/10/2023