

**SPRING ARBOR TOWNSHIP  
BOARD MEETING  
APRIL 14, 2014**

The regular meeting of the Spring Arbor Township Board was held Monday April 14, 2014, at 7:00 p.m., with the following members present: Supervisor Marston Fortress, Clerk Julia Stonestreet, Treasurer Colleen Gibbs, Trustees James Buck, Joel Freehling, Dave Herlein and Troy Ganton. Absent: none. The Pledge of Allegiance was led by Supervisor Fortress.

Guests: Julie Alexander-County Commissioner, Paul Bucholz, Lloyd Ganton, Dana Van Dane, Chester Czubles, Tim McEldowney and Russ Ratkiewicz.

**Public Comment:** Opened at 7:01 p.m. Julie Alexander reported on county issues including JDOT, Parks and Recreation and sale of the Woolworth Building. Public Comment closed at 7:05 p.m.

**Expenditures:** Motion was made by Freehling and seconded by Buck to approve the following expenditures for March: General Fund expenditures totaling \$65,344.73; Fire Department Fund expenditures totaling \$49,284.19; Street Light Fund \$7,797.40; Public Improvement Fund expenditures totaling \$592.42; Building Inspection Fund expenditures totaling \$3,194.71; Sewer Fund expenditures totaling \$18,009.37; Water Fund expenditures totaling \$34,550.83; Trust and Agency totaling \$456.00; Current Tax Collection totaling \$69,208.11; West House Historical Fund \$309,440.75. Roll Call: 7 yes. Approved. Motion was made by Herlein and seconded by Buck to pay outstanding invoices totaling \$438,315.84. Roll Call: 7 yes. Approved

**Minutes:** Motion was made by Ganton and seconded by Freehling to accept the minutes of the March 10, 2014 regular board meeting. Approved. Motion was made by Herlein and seconded by Buck to accept the minutes of the March 27, 2014 Annual Budget board meeting. Approved.

**Consent Agenda:** Motion was made by Freehling and seconded by Stonestreet to accept the following items under the consent agenda consisting of the financial reports for March 2014; the general ledger report of revenues and expenditures for March 2014; Zoning/Building permit report for March 2014; Planning Commission meeting minutes of April 8, 2014 and Parade Committee Minutes of March 11 and April 1, 2014. Approved.

The financial report showed the following balances as of March 31, 2014:

General Fund Cash	\$(234.80)
Certificate of Deposit	875,334.56
Fire Operations Cash	14,659.16
Fire Operations CD	1,014,436.04
Street Light Fund Cash	54,580.78
Street Light Fund MM	.00

P.I.F. Cash	.00
P.I.F. Certificate of Deposit	139,208.01
Building Inspection Fund Cash	7,232.19
Building Inspection Fund CD	64,077.96
Trust and Agency Fund Cash	456.00
Historical Fund Cash	.00
Historical Endowment Fund CD	29,884.45
Sewer Funds	890,287.70
Water Funds	294,978.49
Current Tax Collection	(638.68)
Fixed Assets	2,000.00
Total	<b><u>\$3,386,261.86</u></b>

**REPORTS:**

**Police and Fire Report:** Chief Ratkiewicz reported on the month’s activities and upcoming trainings. Motion was made by Freehling and seconded by Herlein to approve the Police report. Approved. Chief McEldowney reported on the month’s activities and the ongoing trainings. A motion was made by Stonestreet and seconded by Buck to accept the Fire report. Approved.

**OLD BUSINESS:**

**Utility Bill Penalty:** The supervisor recommended and the board agreed by common consent to endorse our current policy and common practices regarding forgiveness of utility penalties.

**NEW BUSINESS:**

**Closing of CP Federal Tax Account:** On a recommendation by Treasurer Gibbs a motion was made by Ganton and seconded by Buck to authorize Treasurer Colleen Gibbs to close the Tax Account at CP Federal Credit Union. Roll Call: 7 yes. Approved.

**Ganton Retirement Centers Conditional Use Permit:** Based on the recommendation from the Planning Commission, a motion as made by Herlein and seconded by Buck to approve the conditional use permit submitted by Lloyd Ganton of the planned residential development to include an assisted living center, a community center and senior apartment building. Trustee Ganton recused himself from the vote. Roll Call: yes- Buck, Fortress, Freehling, Gibbs, Herlein and Stonestreet. Abstain/recuse: Ganton. Approved.

**Road Repair Policy:** As a result of information gathered from other township supervisors Supervisor Fortress presented a road repair policy based on that information.

Policy

1. Spring Arbor will not contribute money toward the repair of roads. However, if Township property abuts a road being repaired under a “special assessment” the Township will consider sharing proportionally in the cost.
2. Spring Arbor Township will inform citizens of the restated road repair policy passed by the County Commission, and will inform them of their right to petition for a “special assessment’ district for road repair in their neighborhood.

3. Spring Arbor Township will be the mediator between residents and JDOT as described in the restated policy, and will provide information to residents regarding the preparation of a petition and the gathering of names in support of a “special assessment” district.
4. Spring Arbor Township will assist in providing residents with financing options that may be available for road repair, and will assist residents, if necessary, with documents required for financing.

On a motion by Ganton and seconded by Buck to approve the policy after discussion a vote was taken. Roll Call: Yes - Buck, Fortress, Freehling, Ganton, Herlein and Stonestreet. No – Gibbs. Approved.

**Emergency Services Philosophy:** As there has been considerable discussion regarding consolidation, integration and sharing of services between Townships, the Supervisor along with the Fire and Police chiefs have proposed a philosophy (see attached) to adopt to assure quality service in Spring Arbor Township. Motion to accept the philosophy, with the striking of the amount of the exact millage amount, was made by Ganton and seconded by Freehling. Approved.

**Technology upgrade:** Supervisor Fortress presented the board with information regarding upgrades to computers in the office due to the need to upgrade the operating system from XP to Windows 7. A motion was made by Herlein and seconded by Buck to approve up to \$5,000 for the purchase and installation of 6 new computers and a sound board for the conference room. Roll Call: 7 yes. Approved.

**PUBLIC/BOARD COMMENT:** none

**ADJOURNMENT:** Motion was made by Buck and seconded by Stonestreet to adjourn the meeting at 7:53 p.m. Approved.

Julia Stonestreet  
Township Clerk

Approved at the May 12, 2014 regular board meeting