

## Spring Arbor Township Board - April 14, 2008

The regular meeting of the Spring Arbor Township Board was held Monday, April 14, 2008, at 7:00 p.m., with the following members present: Supervisor Marston Fortress, Clerk Randi Holthouse, Treasurer Gloria Melchiori, Trustees Troy Ganton, Scott Rogers, Patricia Short and Brent Williams. The Pledge of Allegiance was led by the Supervisor.

Guests were: Marce Wandell, Russ Ratkiewicz, Earl Poleski, Tim McEldowney, Ken Wyatt, and Stan Lyon.

**Public Comment:** Public comment opened at 7:01 p.m.

Marce Wandell, Jackson County Dept. of Aging, discussed the different services offered by the Department of Aging and the different activities available through the Spring Arbor Senior Center.

Earl Poleski, County Commissioner, mentioned the new purchasing policy endorsed by the county, and discussed a concept of moving departments in the Tower Building. He also mentioned the dedication of the Falling Waters Trail scheduled for May 9, 2008, and commented on the recent brownfield development grant awarded to the city. He reported that the Riverwalk Hotel now belongs to the county and they are going through the required process of determining final ownership. The county is also working on their search for a deputy administrator.

Public comment closed at 7:18 p.m.

**Expenditures.** Motion was made by Williams and supported by Rogers to approve the following expenditures for March 2008: General Fund expenditures #46127-46315 totaling \$313,652.30; Fire Department Fund expenditures #46128-46316 totaling \$81,564.58; Street Light Fund expenditure #46140 totaling \$3,769.41; Building Inspection Fund expenditures #46141-46295 totaling \$3,712.99; Sewer O & M Fund expenditures #46129-46317 totaling \$65,711.57; Water O & M Fund expenditures #46139-46278 totaling \$2,414.50; Trust & Agency fund expenditures #1905-1906 totaling \$609.00; and, Tax Fund expenditures #4300-4315 totaling \$124,860.37. Roll call: 7 yes.

**Minutes.** Motion was made by Holthouse and supported by Melchiori to approve the regular board meeting minutes of March 10, 2008; carried. Motion was made by Rogers and supported by Williams to approve the budget hearing meeting minutes of March 24, 2008; carried.

3-24-08

**Consent Agenda.** Trustee Williams requested that the Planning Commission minutes be pulled from the consent agenda. Motion was made by Ganton and supported by Williams to approve the following items under the consent agenda consisting of the financial reports for March 2008; general ledger report of revenues and expenditures for March 2008; Sewer & Water Committee minutes of February 25, 2008; and, Senior Center Advisory Board minutes of March 12, 2008. The financial report showed the following balances as of March 31:

General Fund Cash	\$117,873.20
Certificate of Deposit	158,844.55
Fire Operations Cash	77,965.49
Fire Operations CD	524,754.52
Street Light Fund	19,732.01

Public Improvement Fund	0.00
P.I.F. Certificate of Deposit	58,671.91
Building Inspection Fund	(3,223.94)
Falling Waters Endowment Fund	0.00
Falling Waters Endowment Fund CD	30,797.53
Sewer Funds	1,018,891.28
Water Funds	333,215.32
Trust & Agency Funds	0.00
Current Taxes	12.37;
carried.	

Trustee Williams asked about the Planning Commission minutes stipulating that Arbor Manor Care Center would not be issued a building permit for their planned addition until the storm water project was completed, emphasizing that the facility pays taxes in our community. The Supervisor explained that the minutes should have reflected that the permit would not be issued until a signed agreement was in place rather than the completion of the project. Motion was made by Williams and supported by Rogers to accept the Planning Commission minutes of March 4, 2008 with the correction identified above; carried.

#### **REPORTS:**

**A. Police and Fire Reports.** There were 47 medical rescue runs, three fire alarms, three mutual aid calls, five fire runs, and no carbon monoxide incidents, bomb threats or Hazmat responses during March. Police statistics include: 144 complaints, 16 accidents, 60 tickets, 19 verbal warnings, one arrest, and 13 back-up calls to other departments.

The Chief of Police reported that the month of March was relatively busy as their calls are up for the year. Their department attended training in March and will also participate in a driving school during May. Sergeant Adams was honored by the American Red Cross for their Everyday Heroes award.

Motion was made by Rogers and supported by Ganton to approve the police report; carried.

The Fire Chief was not available for a report.

Motion was made by Ganton and supported by Williams to approve the fire report; carried.

**B. Building Permit Reports.** The report of building permits issued during the month of March showed miscellaneous permits for a total value of \$192,300. One new home permit was issued in March for a total of 11 this fiscal year. Motion was made by Williams and supported by Melchiori to accept the building permit report; carried.

**C. Supervisor = s Report.** Advised the board: of the status of the storm water project; of the progress of the rehabilitation of the lift stations; of some drinking water quality issues on Spring Arbor Rd.; of openings on the Senior Center Advisory Board; of his recommendation regarding the security system; of his recommendation to approve the criminal background check policy; of a computer purchase requiring approval; of appointments to committees; of the final sewer ordinance language for adoption; and, of parking and safety issues associated with Falling Waters Trail.

#### **UNFINISHED BUSINESS:**

**A. Security System.** The board members reviewed the information regarding the four companies that quoted a security system. Discussion centered on the differences between the quotes. By general consensus, the board requested that the Supervisor get comparable quotes from the four vendors and to have them submitted by sealed bids to be opened at a specified date and time.

**B. Employee Criminal Background Checks.** Motion was made by Short and supported by Williams to approve the policy of running a criminal background check on new hires using the forms prepared by the township attorney; carried.

#### **NEW BUSINESS:**

**A. Appointment to Senior Center Board.** Motion was made by Ganton and supported by Williams to approve the recommendation of the Senior Center Advisory Board and appoint Winnie Beeman to fill the vacated term of Phyllis Miller expiring on May 31, 2009; carried.

**B. Computer Purchase.** Motion was made by Short and supported by Williams to approve the expenditure of \$992.00 to purchase a computer for the Supervisor. Roll Call: 7 yes.

**C. Committee Appointments.** Motion was made by Short and supported by Williams to approve the following appointments:  
James Buck, Electrical Board of Appeals, for a term expiring March 31, 2011;  
Greg Scholl, Rental Inspection Review Board, for a term expiring March 31, 2011;  
Jack Ripstra, Rental Inspection Review Board, for a term expiring March 31, 2011;  
and  
Troy Ganton, Planning Commission, for a term expiring February 28, 2011; carried.

**D. Sewer Ordinance.** Motion was made by Williams and supported by Melchiori to approve the new sewer ordinance, number 62. Roll Call: 7 yes.

**E. Falling Waters Trail – Safety Issues.** Motion was made by Holthouse and supported by Williams to approve the request of the supervisor regarding safety issues to be addressed at a later date; carried.

**F. Liquid Dust Control Expenditure.** Motion was made by Williams and supported by Ganton to approve the agreement with the Jackson County Road Commission for the liquid dust control program at a cost of \$725.00. Roll Call: 7 yes.

**G. Park Committee Resignation.** Motion was made by Holthouse and supported by Ganton to regretfully accept the resignation of Warren Dexter from the Park Committee with thanks for his years of service to the Township; carried.

**H. Trash Removal.** Motion was made by Rogers and supported by Williams to participate in a trash cleanup program through the Sheriff's department at a nominal cost to the Township; carried.

#### **CORRESPONDENCE:**

Letter from Jackson Co. Parks & Recreation – Falling Waters Trail Dedication.  
Project Review Notices.  
Newspaper articles and thank-you notes.

Newsletters from FSC&S.

Letter from Liquor Control Commission – Denial of Application for Dining One.

Letter from Broadstripe.

**PUBLIC/BOARD COMMENT:** Public comment opened at 8:08 p.m.

**Earl Poleski.** Commissioner Poleski commented on the parking issues associated with the Falling Waters Trail and shared his intent to bring the issue up at a commission meeting.

**Gloria Melchiori.** The Treasurer informed the board members that her department sent out letters to sewer and water customers that owed over \$500 in past due amounts reminding them of their obligations.

**Patricia Short.** Trustee Short asked that a letter of congratulations be sent to Sgt. Adams.

**Scott Rogers.** Trustee Rogers commented on working with the Fire Chief on the grant through FEMA and what a nice job the Chief did.

**Randi Holthouse.** Clerk Holthouse updated the board members on the finished census project.

**Adjournment.** Motion was made by Williams and supported by Rogers to adjourn the meeting at 8:19 p.m.; carried.