

**NOVEMBER 9, 2009**  
**SPRING ARBOR TOWNSHIP BOARD MEETING**

The regular meeting of the Spring Arbor Township Board was held Monday, November 9, 2009, at 7:00 p.m., with the following members present: Clerk Randi Holthouse, Treasurer Colleen Gibbs, Trustees Joel Freehling, Troy Ganton and Patricia Short. Absent: Supervisor Marston Fortress and Trustee Brent Williams. The Pledge of Allegiance was led by the Clerk.

Motion was made by Ganton and supported by Gibbs to have Trustee Short chair the board meeting in the absence of the Supervisor; carried.

Guests were: Ken Wyatt, Randy Waltz, Denise Gowen-Krueger, Justine Bower, Stan Lyon, Russ Ratkiewicz, Tim McEldowney and Earl Poleski.

**Public Comment:** Public comment opened at 7:03 p.m. Public comment closed at 7:18.

**Expenditures.** Motion was made by Ganton and seconded by Freehling to approve the following expenditures for October 2009: General Fund expenditures #48316-48390 totaling \$58,683.05; Fire Department Fund expenditures #48316-48390 totaling \$10,682.67; Street Light Fund expenditures #48335-48336 totaling \$5,010.29; Building Inspection Fund expenditures #48321-48390 totaling \$4,262.02; Sewer O & M Fund expenditures #48315-48390 totaling \$54,435.62; Water O & M Fund expenditures #48317-48390 totaling \$28,942.83; Trust & Agency Fund expenditures #1947-1948 totaling \$597.00; Tax Fund expenditures #4482-4489 totaling \$113,592.02; and, Historical Fund expenditure #48365 totaling \$1,670.00. Roll Call: 5 yes. Motion was made by Ganton and seconded by Holthouse to pay outstanding invoices totaling \$118,979.52. Roll Call: 5 yes.

**Minutes.** Motion was made by Ganton and supported by Holthouse to approve the minutes of the October 13, 2009 regular board meeting; carried.

**Consent Agenda.** Motion was made by Ganton and supported by Gibbs to approve the following items under the consent agenda consisting of the financial reports for October 2009; the general ledger report of revenues and expenditures for October 2009; Audit Committee minutes of Oct. 7, 2009; Park Committee minutes of Oct. 8, 2009; Senior Center Advisory Board minutes of Oct. 21, 2009; and, Policy Committee minutes of Oct. 27 & 28, 2009. The financial report showed the following balances as of October 31:

General Fund Cash	\$(31,262.56)
Certificate of Deposit	389,424.52
Fire Operations Cash	4,717.69
Fire Operations CD	663,558.57
Street Light Fund	(14,491.15)
Public Improvement Fund	0.00
P.I.F. Certificate of Deposit	43,995.60
Building Inspection Fund	35,187.99
Historical Endowment Fund	(3,382.00)
Historical Endowment Fund CD	31,457.62
Sewer Funds	904,010.02
Water Funds	378,415.73
Trust & Agency Funds	0.00
Current Taxes	8,148.90;

carried.

## REPORTS:

**A. Police and Fire Reports.** There were 42 medical rescue runs, five fire alarms, one mutual aid call, eight fire runs, and no carbon monoxide incidents, Hazmat responses or bomb threats during October. Police statistics include: 153 calls, 19 accidents, 30 tickets, 20 verbal warnings, four arrests, and 24 assists to other departments.

Motion was made by Freehling and supported by Ganton to accept the police and fire reports with appreciation; carried.

**B. Zoning & Building Permit Reports.** The report of building permits issued during the month of October showed miscellaneous permits for a total value of \$6,901,000.00. Motion was made by Ganton and supported by Freehling to accept the zoning and building report; carried.

**C. Supervisor's Report.** Advised the board: of a recommendation to increase the minimum capitalization amount; of a recommendation regarding the MTA conference; and, of a recommendation to prepare a retirement certificate for John Rule. Motion was made by Freehling and supported by Gibbs to accept the supervisor's report; carried.

The chair requested a brief recess. Meeting recessed at 7:37 p.m. and reconvened at 7:45 p.m.

## UNFINISHED BUSINESS:

## NEW BUSINESS:

**A. Crouch Cemetery – Request for Paranormal Investigation.** Motion was made by Freehling and supported by Gibbs to deny the special request to be on township property (Crouch Cemetery) after hours (Nov. 21 from 10 p.m. to 3 a.m.); carried.

**B. Approval of Audit Report.** As the auditor was not in attendance at the meeting the board skipped this item.

**C. Fixed Asset Capitalization Threshold.** Motion was made by Ganton and seconded by Gibbs to increase the capitalization threshold from \$1,000.00 to \$5,000.00; carried.

**D. Retirement Recognition.** Motion was made by Ganton and seconded by Gibbs to approve having a certificate of recognition prepared for retiring fire department volunteer, John Rule; carried.

**E. Appointment to Senior Center Board.** Motion was made by Ganton and seconded by Freehling to approve the recommendation of the Senior Center Advisory Board and appoint Gary Clayton to their board with a term expiring May 31, 2012; carried.

**F. MTA Conference.** Motion was made by Ganton and seconded by Freehling to approve the expenditure for the MTA Conference allowing the Supervisor, Clerk and Treasurer to attend in January 2010. Roll Call: 5 yes.

**G. Adoption of Police Policy.** Motion was made by Ganton and seconded by Gibbs to formally adopt a policy for the police department regarding part-time patrol officer overtime pay rate, effective April 1, 2009; carried.

**CORRESPONDENCE:**

Municipal Law News; Letter from Comcast.

**PUBLIC/BOARD COMMENT:** Public comment opened at 8:04 p.m.

Public comment closed at 8:06 p.m.

**Adjournment.** Motion was made by Freehling and supported by Ganton to adjourn the meeting at 8:06 p.m.; carried.

Signed: \_\_\_\_\_  
Randi Holthouse, Township Clerk