

**DECEMBER 14, 2009**  
**SPRING ARBOR TOWNSHIP BOARD MEETING**

The regular meeting of the Spring Arbor Township Board was held Monday, December 14, 2009, at 7:00 p.m., with the following members present: Supervisor Marston Fortress, Clerk Randi Holthouse, Treasurer Colleen Gibbs, Trustees Joel Freehling, Troy Ganton and Brent Williams. Absent: Trustee Patricia Short. The Pledge of Allegiance was led by the Supervisor. The Supervisor requested that New Business, Item B, University Late Fee, be removed from the agenda.

Guests were: Ken Wyatt, Jim Buck, Gordon Milnes, Mr. & Mrs. Daniel Laughlin, Stan Lyon, Russ Ratkiewicz, Tim McEldowney and Earl Poleski.

**Public Comment:** Public comment opened at 7:01 p.m. Public comment closed at 7:06.

**Expenditures.** Motion was made by Williams and seconded by Ganton to approve the following expenditures for November 2009: General Fund expenditures #48391-48485 totaling \$75,918.95; Fire Department Fund expenditures #483\*1-48485 totaling \$18,091.64; Street Light Fund expenditure #48412 totaling \$5,063.11; Building Inspection Fund expenditures #48394-48484 totaling \$27,762.84; Sewer O & M Fund expenditures #48391-48484 totaling \$42,863.46; Water O & M Fund expenditures #48405-48484 totaling \$54,114.43; Trust & Agency Fund expenditures #1949-1950 totaling \$558.00; and, Tax Fund expenditures #4490-4498 totaling \$18,166.23. Roll Call: 6 yes. Motion was made by Freehling and seconded by Williams to pay outstanding invoices totaling \$57,961.26. Roll Call: 6 yes.

**Minutes.** Motion was made by Ganton and supported by Gibbs to approve the minutes of the November 9, 2009 regular board meeting; carried.

**Consent Agenda.** Motion was made by Ganton and supported by Freehling to approve the following items under the consent agenda consisting of the financial reports for November 2009; the general ledger report of revenues and expenditures for November 2009; Senior Center Advisory Board minutes of Nov. 18, 2009; Public Safety Board minutes of Dec. 9, 2009; and, Sewer & Water Committee minutes of Dec. 12, 2009. The financial report showed the following balances as of October 31:

General Fund Cash	\$ 2,722.27
Certificate of Deposit	420,038.21
Fire Operations Cash	8,462.91
Fire Operations CD	644,041.88
Street Light Fund	(19,554.26)
Public Improvement Fund	0.00
P.I.F. Certificate of Deposit	44,031.82
Building Inspection Fund	17,075.05
Building Inspection Fund CD	25,011.24
Historical Endowment Fund	(1,922.87)
Historical Endowment Fund CD	30,093.30
Sewer Funds	926,526.43
Water Funds	350,356.05
Trust & Agency Funds	0.00
Current Taxes	7,774.30;

carried.

## REPORTS:

**A. Police and Fire Reports.** There were 41 medical rescue runs, one fire alarm, three mutual aid calls, 14 fire runs, and no carbon monoxide incidents, Hazmat responses or bomb threats during November. Police statistics include: 135 calls, 17 accidents, 37 tickets, 22 verbal warnings, five arrests, and nine assists to other departments.

Motion was made by Williams and supported by Freehling to accept the police report; carried.

Motion was made by Ganton and supported by Freehling to accept the fire report; carried.

**B. Zoning & Building Permit Reports.** The report of building permits issued during the month of November showed miscellaneous permits for a total value of \$369,000.00. Motion was made by Holthouse and supported by Williams to accept the zoning and building report; carried.

**C. Supervisor's Report.** Advised the board: of a water supply issue; of a study of the sewer tap and usage charges for the University; of an update regarding the fire department millage renewal; of information available to the public regarding property tax calculations; of a new restaurant; of economic development efforts by Scott Fleming; of a recommendation to rescind the University late fee for utility billing; of the resignation of Paula Weiman; and, of a recommendation to repair the King Rd. Lift Station.

## UNFINISHED BUSINESS:

**A. Approval of Audit Report.** No action was taken by the Board. The Supervisor was requested to have the Auditor present at the next board meeting.

## NEW BUSINESS:

**A. Liquor License Application.** Motion was made by Williams and supported by Holthouse to approve the resolution recommending a Class C liquor license be authorized to Mr. & Mrs. Daniel Laughlin for their restaurant operation in the Village Crossing Mall. Roll Call: 6 yes.

**B. Resignation of Paula Weiman.** Motion was made by Ganton and supported by Freehling to accept the resignation of the Administrative Assistant, Paula Weiman; carried.

**C. Staff Responsibilities – Hours/Pay.** Motion was made by Ganton and seconded by Freehling to increase the hours of the two deputies up to 1.9 hours per day, increase the hours of the Building & Zoning Administrator to three days per week (24 hours) and to authorize a \$1.00 per hour increase for these three employees; carried.

**D. King Rd. Lift Station.** Motion was made by Ganton and seconded by Gibbs to approve the recommendation of the Sewer & Water Committee to spend up to \$18,865 for repair of the King Rd. lift station. Roll Call: 6 yes.

**E. Public Safety Endowment Fund.** Motion was made by Ganton and seconded by Freehling to authorize the Supervisor to investigate with the Township Attorney as to how to proceed in setting up a Public Safety Endowment Fund; carried.

## CORRESPONDENCE:

Thank-you letter to fire department; Township Law E-Letter; Letters from Comcast.

**PUBLIC/BOARD COMMENT:** Public comment opened at 7:51 p.m.

Public comment closed at 7:52 p.m.

**Adjournment.** Motion was made by Freehling and supported by Williams to adjourn the meeting at 7:52 p.m.; carried.

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