

ALAMO TOWNSHIP BOARD

REGULAR MEETING

Alamo Township Hall
7901 North 6th Street
Kalamazoo, MI 49009

July 12, 2010

Present: Supervisor Vlietstra, Clerk Sportel-Bogard, Treasurer Stoneburner, Trustee Feniger, Trustee Potter-Williams and Deputy Supervisor Fisher

Also Present: 19 interested others

Supervisor Vlietstra called the meeting to order at 6:00 p.m. for the annual meeting with members of the Kalamazoo County Road Commission (KCRC). KCRC Chairman, Kent McCauley, introduced fellow Board members: Ken Oscarson, Dan Moyle and Travis Bartholomew (General Superintendent). Jeff Maddox joined the meeting in progress. A packet of materials provided in advance by the Road Commission was highlighted.

Paser studies are planned for 3 year intervals and, when combined with other factors (such as traffic counts), provide another tool for sound decision making practices. Assistance in prioritizing road projects was offered.

The KCRC has been invited to submit an application for Transportation Economic Development Funds for improvements to 12th Street from C Avenue north to the Allegan County line. Resolutions of support are required from various impacted municipalities. Trustee Potter-Williams inquired about the relationship of the project to the recently announced JBS expansion. An answer was not immediately known; however, the expansion will require a site plan which would include roadways and traffic. Staging on 12th Street is not desirable. Upgrades to 12th Street are currently scheduled for 2011 through an alternate funding source.

By adopting the Uniform Traffic Code (UTC) or portion thereof, fines (with Alamo's concurrence and in concert with other municipalities) generated could fund a weigh master position at the Sheriff's Department. Attorney Soltis recommends adopting the UTC in its entirety if adopted at all. Prosecution costs would be borne by the County. It is possible that fines associated with other infractions could potentially be returned to the Township. Restoration of a local weigh master function (formerly a KCRC position) is targeted to correspond to seasonal load limits going into effect in 2011.

PAR funds were lost (due to a deadline being missed by the Township and inadequate time to effect a petition to abandon 5th Street without conditions). PAR funds would have covered only a portion of removing the bridge deck. Various options for the disposition of the road were discussed. Following a meeting on the subject last week, it was decided the Parks Board would revisit the issues at its next meeting (end of July) and bring a recommendation back to the Board for discussion. Supervisor Vlietstra invited Ken Oscarson to consult with the Parks Board.

Trustee Potter-Williams requested assistance with a vegetative obstruction at 6th and Owen. Discussion also included tracking calls at the Road Commission. Treasurer Stoneburner reported large holes and a problematic culvert (washout) on AB Avenue. Deputy Supervisor Fisher offered appreciation for prompt tree removal. She also requested, if possible, a breakdown on the final costs for F Avenue reflective of the savings realized because of gravel donated by Aggregate Industries. General Superintendent Bartholomew noted this could be done. The KCRC members were thanked for the participation and visit.

Supervisor Vlietstra began the remainder of the agenda at 6:43 p.m. by offering the Invocation and Pledge of Allegiance.

MINUTES

MOTION by Treasurer Stoneburner to approve the minutes of June 14, 2010, as written, **support** by Clerk Sportel-Bogard. Carried. Treasurer Stoneburner noted that there are no minutes from the scheduled work group on July 5 as a quorum wasn't present.

ASSESSOR'S REPORT

No report was received.

BUILDING DEPARTMENT REPORT

Deputy Supervisor Fisher reported June permits of 1 electrical, 1 mechanical and 1 building. (\$322.00).

FIRE DEPARTMENT REPORT

No report was received; however, the Department is seeking a new timer for the whistle at a cost of \$380.83.

MOTION by Treasurer Stoneburner to authorize the purchase of the timer for \$380.83, **support** by Trustee Potter-Williams. Carried.

ORDINANCE ENFORCEMENT REPORT

No report was received.

PARKS BOARD REPORT

The Classics in the Park was successful despite the rain. The Board continues its efforts to make the Park more inviting/welcoming. Various informational displays were reviewed with a kiosk gaining the most support. Thank you to Buck Flath for taking care of the pot holes in the west parking lot and to the Car Club for their continued support.

An evaluation is underway to determine if Needle Cast has infected the spruce forest. Regardless, beginning a management practice of under plantings was recommended.

The Board will meet beginning at 5:00 at its next meeting to discuss the master plan for the Township Parks; this to guide the Board in future decision making. Paperwork is nearly complete on Aggregate Industries' donation of the C Avenue parkland.

PLANNING COMMISSION REPORT

Ex-officio member Feniger reported the Land Use Plan Review was almost complete and the Board of Trustees should see the Plan soon. There will be a public hearing on Ordinance 59-M; a rezoning request has been received that, if approved, would come to the Board and two of the Planning Commission members will be going to a training. The work of a subcommittee reviewing lot sizes in the Agricultural district was completed with no changes being made at this time. The 2013 Land Use Plan review is underway, predominantly in the form of map review.

PRESENTATIONS: MSU CITIZEN PLANNERS

Supervisor Vlietstra provided the Township's appreciation to Helen Goyings and David Veenstra for completing the Michigan State University Citizen Planner training which benefits the community. The chairperson of the Planning Commission, Helen Goyings, was also recognized for earning her Master Citizen Planner certification. Thanked, but unable to attend, was Karen DeVries for also earning her Citizen Planner certification.

TREASURER'S REPORT

(through June 30, 2010)

General Account:	\$166,406.85
Parks Fund	\$ 11,021.22
Fire Truck Account:	\$ 18,297.49
Investment (PNC CD)	\$ 50,000.00
Brokerage Account	\$249,187.15
Endowment (Parks)	\$ 26,220.00

Treasurer Stoneburner notes an authorizing step contained in the 2001 Investment Policy was missed and moved to correct it. The General Appropriation Act adopted for 2010 is incomplete on the subject. Clarification was offered that the Resolution is not in need of amending, only an action step called for under the Resolution; all accounts remain with PNC.

MOTION by Supervisor Vlietstra to authorize the Treasurer to open/invest Township funds through a brokerage account and/or PNC bank, **support** by Clerk Sportel-Bogard. Carried.

CLERK'S REPORT

Clerk Sportel-Bogard reported \$45,421.61 in liabilities for the month of June.

NEW/OLD BUSINESS

1. Township Calls for Service

Lt. Paul Baker provided a packet of information including a break down of service calls in the Township. No trends are discernable. He also provided updates on storms (weather spotters) and working with the Kalamazoo County Road Commission on hazardous materials spills on roadways.

2. File Cabinets

Deputy Supervisor Fisher reported that while it was hoped file cabinets could be purchased for well under what was authorized last month, this will not be the case.

3. Filling the Fire Chief Position

Supervisor Vlietstra referenced the informal discussion occurring earlier in the week and the summary sent out by Deputy Supervisor Fisher. The recommendations discussed Monday were further discussed with agreement to establish a committee (2 current firefighters who will not be pursuing the position), Larry Moore and 2 citizens at-large) to make a recommendation to the Board regarding a candidate or candidates to fill the position of Fire Chief. An ad will be placed in the Kalamazoo Gazette on Sunday, July 18 with an application deadline of July 23; applications will be accepted from both internal and external candidates (residency mirroring that expected for volunteers). A recommendation to the Board should occur by the August meeting to permit a month of transition time. An interim chief is not recommended; duty assignments and a chain of command are already in place; Larry Moore will provide administrative direction/oversight as well as a list of current command/duty assignments.

MOTION by Supervisor Vlietstra to establish a community committee of 2 current Township firefighters, Larry Moore and 2 at-large community members for the purpose of making a recommendation to the Board of Trustees for the position of Fire Chief **support** by Treasurer Stoneburner. Carried.

3. Meeting with the Assessor

Supervisor Vlietstra stated he talked to Assessor Laws, gave her various materials and she is developing a proposal. She will meet with the Board at its August workgroup.

4. Meeting with Ordinance Enforcer

Clerk Sportel-Bogard notes that she and the Treasurer will be meeting with Ordinance Enforcer Hoffman. Other commitments prevented an earlier meeting.

5. Household Hazardous Waste

Supervisor Vlietstra referenced correspondence from the County concerning a projected shortfall in the Township's household hazardous waste contract. The County recommends an additional \$1,200 to prevent charges to residents who use the service.

MOTION by Supervisor Vlietstra to authorize an additional \$1,200 to support the HHW waste program, **support** by Clerk Sportel-Bogard. Trustee Potter-Williams – yes; Trustee Feniger – yes; Supervisor Vlietstra – yes; Treasurer Stoneburner – yes; Clerk Sportel-Bogard – yes. Carried.

6. 12th Street Resolution

The cover memo and the draft resolution were reviewed. Deputy Supervisor Fisher highlighted the few areas that would change on the resolution to bring it into compliance with other Alamo Resolutions, no body text changes were noted.

MOTION by Treasurer Stoneburner to adopt the resolution in support of the Road Commission seeking Transportation Economic Development Funds to improvement 12th Street from C Avenue north to the Allegan County line, **support** by Clerk Sportel-Bogard. Trustee Feniger – yes; Trustee Potter-Williams – yes; Supervisor Vlietstra – yes; Clerk Sportel-Bogard – yes; Treasurer Stoneburner – yes. Carried

7. No smoking signs

Deputy Supervisor Fisher referenced a Michigan Township Association newsletter that states the no smoking law requires township buildings be posted with indoor and outdoor no smoking signs. The Board provided direction to post all sites.

8. Adoption of Policies

Deputy Supervisor Fisher explained the Township Requests for Information policy does not cover the "reasonable rules" associated with requesting or viewing public records. The Inspection of Public Records accomplishes this. At the Board's request she will distribute draft operational guidelines on cell phone reimbursement and keys. Supervisor Vlietstra stated the remaining policy on Poverty Exemption is adequate as written and will completed by the Assessor.

MOTION by Treasurer Stoneburner to adopt the Inspection of Public Records policy as written, **support** by Trustee Feniger. Carried. Treasurer Stoneburner – yes; Trustee Potter-Williams – yes; Trustee Feniger – yes; Supervisor Vlietstra – yes; Clerk Sportel-Bogard – yes. Carried.

AUTHORIZATION OF LIABILITIES

MOTION by Trustee Potter-Williams to pay the liabilities, **support** by Trustee Feniger. Carried.

BOARD MEMBER TIME

Trustee Potter-Williams (Received reports that the water wasn't turned on in the Alamo Center Cemetery.)
Water is on but the handle position much be extended.

CITIZEN COMMENT

None

ADJOURNMENT

MOTION by Supervisor Vlietstra to adjourn, **support** by Trustee Feniger. Carried. The meeting adjourned at 7:53 p.m.

Respectfully Submitted,

Garilyn Sportel-Bogard
Alamo Township Clerk