

ALAMO TOWNSHIP BOARD OF TRUSTEES MEETING

7901 NORTH 6th STREET
KALAMAZOO, MICHIGAN 49009

September 9, 2013

7:00 pm

Meeting was called to order by Supervisor Conti at 7:00 pm with a brief synopsis of the Public Policy on speaking at a public meeting.

A representative from Christian Neighbors / Food Bank addressed the members of the board and those in attendance. Christian Neighbors is celebrating 30 years of service to the surrounding communities and help those in need with paying rent, electric bills and the purchase of food. They also teach a 6 week course on how to live within your means; this service is offered to individuals for free.

The Pledge of Allegiance was cited and an Invocation was given by Trustee VanderWeele.

Present: Supervisor Conti, Clerk Endres, Treasurer Stoneburner, Trustee Potter Williams and Trustee VanderWeele.

Others in Attendance: 23 individuals.

Approval of Meeting Minutes:

Motion was made by Trustee Potter-Williams, Supported by Trustee VanderWeele, to approve the August 12, 2013 meeting minutes to reflect a change to July Liabilities to \$31,546.11 (check 4136 was void and check 4144 dated for 8/1/13 was cashed early throwing into the July Liabilities), and with correction to the motion to rename Alamo's Township Park the Motion Carried 3-1. - Motion carried 5-0

Authorization of Liabilities: **MOTION** was made by Clerk Endres to grant permission to pay August 2013 outstanding invoices, supported by Trustee Potter-Williams. Motion passed 5-0.

Reports:

1. ***Supervisors Report:*** Supervisor Conti reminded residents that Saturday September 14 is recycle day and that the Farmers & Crafters market will be open from 9am – 2pm. He also invited those residents in need of firewood to call the township park wood coordinator or the park ranger if interested.

2. ***Clerk/Sexton Report:***

Liabilities for August: \$47,910.93

Clerk Endres reported receiving two letters from the same township resident via email in regards to the agenda and speedway letter. In a response to a citizen's inquiry about possible additional Liability to the Township with the proposed addition of a Slide being added to the playground equipment in the Alamo Park, the townships Insurance provider MCM Group, Inc. stated there would be no additional liability as the township already has playground equipment coverage in its current policy.

*ACTION ITEM: Clerk Endres requested moving funds around within the Cemetery budget so that Contractual Services would reflect Grave Opening and Closing and other maintenance expenses while Grounds would reflect Lawn Maintenance and Snow Removal, doing this makes the department consistent with the other departments within the budget. **Motion** was made by Supervisor Conti to allow moving the funds within the budget, supported by Treasurer Stonburner. All in favor, motion carries 5-0.*

*ACTION ITEM: Clerk Endres sought permission from the board to change the pay schedule of the Fire Department to run the same as the Townships Fiscal Year. Pay schedule would still run quarterly but pay would be received in January, April, July & October. **Motion** was made by Supervisor Conti to allow changing the fire departments pay schedule, supported by Treasurer Stonburner. All in favor, motion carries 5-0.*

Cemeteries: Income for August \$1,526.00...it was a very busy month.

3. Treasurers Financial Report:

General Fund:	\$133,696.72
Fire Department Fund:	\$ 18,237.12
Surplus Account:	\$217,964.25
Kalamazoo Foundation:	\$ 84,706.15
PNC CD:	\$ 50,884.97
First National Bank CD:	\$248,000.00
Trust and Agency:	\$ 615.03 (money goes in and out)
Current Tax:	\$167,638.03 (money paid out twice a month)

Treasurer Stoneburner presented and asked permission to transfer excess funds from the Surplus account to an Insured Cash Sweep fund at the First National Bank of Michigan to provide FDIC protection on funds not currently protected at PNC. **Motion** was made by Supervisor Conti to allow moving \$100,000.00 of uninsured funds from PNC to First National Bank of Michigan, supported by Trustee Potter-Williams. All in favor motion carries 5-0.

Stoneburner reminded all that the last day to pay taxes without penalty would be September 16, 2013.

4. Building Department:

Building Permits:	2	\$304.50	YTD:	19	\$5,045.50
Electrical Permits:	5	\$580.00	YTD:	23	\$2,515.00
Mechanical Permits	3	\$255.00	YTD:	14	\$1,390.00
Zoning Compliance Permit:	1	\$ 25.00	YTD:	4	\$ 100.00
TOTAL INCOME FOR August:	11	\$1,164.50	YTD:		\$9,050.50

5. Fire and Rescue: Chief Kizer reported responding to 26 incidents in August.

- 18 Medical Emergencies
- 3 Vehicle Accidents
- 2 Car Fire
- 2 Miscellaneous Calls
- 1 1 Structure fire / Assist to other Townships (Cooper)

Training: The team participated in Continued Education and Hose lines and Water Streams training this month. Chief Kizer has received 2 bid (waiting on 1) for roof repair/replacement; and three for the new generator, when all information is compiled he will send information on to board members via email. Chief Kizer reported our Mabas region has finally been approved and finalized. Chief Kizer will be attending a meeting Tuesday to finalize the SCBA Grant order (the township is responsible for 20% of this expense roughly \$20,000.00).

Chief Kizer invited all to come out and let the Fire Department cook your breakfast. Come enjoy a pancake breakfast held at the Kalamazoo Speedway 8am to 11am September 28 and 29.

Parks Board Report: Ranger Time: 24.5 hours.

Clean up of trails continues. A request for an additional sign was made to mark poorly defined trail head on 5th Street. **Motion** was made by Clerk Endres to allow the purchase of one, one sided, sign to mark trail head on 5th Street, supported by Trustee Potter-Williams. *All in favor motion carries 5-0.*

6. **Road Committee Report:** The road committee continues working with Kalamazoo County Road Commission Superintendent Jim Beaudion. The next meeting will be held September 15, 2013 at 7:00 pm at the Alamo Township Hall; topic of discussion will include consideration of repair to 3 miles of junk roads along with regular maintenance for the 2014-2015 fiscal year. A plan with options should be presented to the board at November's meeting.
7. **Planning Commission:** Chair Covault reported the Land Use Plan is expected to be given to the Township Board by October, Dog Hotel is a non-issue at this time so it is placed on hold, township has received a complaint on an off premise sign located on D Avenue. Preliminary discussion was heard on updating the sign ordinance due to complaints. Chair Covault announced the resignation of consultant Russ Wickland due to expanded obligations elsewhere; he would like the Board to look into bringing the Current Building Official Kevin Cardiff in to help clean up the existing zoning ordinances. It was brought to the attention of the Board that the Planning Commission has been running with 6 members (7 member commission), member Westra has been absent the past 6 meetings, and attempted contact has been futile. Treasurer Stoneburner will try to contact Mr. Westra. It will take a formal hearing to relieve a planning commission board member of their duties if a resignation letter is not received.

8. **OLD BUSINESS:**

- Speedway Letter- Supervisor Conti presented a revised letter which was requested by Mr. Howe at the August meeting. **Motion** was made by Treasurer Stoneburner to work with Clerk Endres to create a New letter to possibly issue to Mr. Howe at the October's meeting, Supported by Trustee VanderWeele. Motion fails 2-3 (Opposed Clerk Endres, Trustee Potter-Williams, and Supervisor Conti.

9. **NEW BUSINESS:**

- New Web Site- Supervisor Conti proposed modernizing and creating a new Townships Web page to help coordinate efforts to communicate with township citizens Assessor Burd has recommended Karen Popp for this project. **Motion** was made by Clerk Endres to Retain Karen Popp to create a new web site, not to exceed \$300.00, Supported by Trustee Potter-Williams. Motion carried 4-1 (Opposed: Treasurer Stoneburner)
- 5th Street Road Abandonment-Supervisor Conti has entered into preliminary discussions with the Jirgens family and the Road Commission to acquire 5th Street from DE Avenue to the Kal-Haven Trail. At this point he is not requesting allocation of funds.
- Marty Landes Consultant- Supervisor Conti proposed hiring Landes Consulting to assist Alamo Township in regard to seeking a mutual agreement with Aggregate Industries (AI) in regards to AI's performance of the terms and conditions stipulated in Paragraph 24 of the 2007 Consent Judgment which provides Alamo Township with asphalt at cost. The township does not want to give up this valuable asset. It was suggested a letter of inquiry be

sent to the new owners of the asphalt plant (Reith Riley) to find out if they were made aware of the successor clause in the AI agreement with the Township. No action was taken.

- Update and discussion of Oshtemo Road Ordinance- Oshtemo Township has won its lawsuit at the court of appeals, this gives them the right to shut down all of AI's access to their roadways forcing all trucks to travel down G Avenue to 6th Street. The Township of Oshtemo is asking Alamo Township to adjust the consent agreement with Aggregate Industries operation on G Avenue to allow a portion of truck traffic to travel down G Avenue. Oshtemo is willing to allow the bulk of the traffic to continue using 10th Street if we will consider this option. It was suggested the board take time and look at Oshtemo's current truck route map and ordinance before making any decisions. Supervisor Conti pointed out that Oshtemo won their law suit restricting truck travel on their roads so they hold all the cards and they could force us to take on all the traffic. No action was taken.
- Upcoming MTA Workshops: **Motion** was made by Trustee VandeerWeele to allow Board members to attend an upcoming MTA workshop on Board Meetings and Money Matters to be held October 4, 2013, and a fire protection class to Officers of the Fire Department to be held September 23 in Lansing or September 25 in Gaylord; workshops run \$119.00 per person, Supported by Clerk Endres. Motion Carried 5-0.
- Cemetery Tree Removal: Supervisor Conti reported speaking to tree specialist on removal of damaged trees in Cemetery, removal of the large stump and tree that overhangs Fire Station. He has heard back from one company so far with a bid of \$9,250.00 for removal of 5 trees and large stump, or \$4,750.00 to top 3 of the trees. Treasurer Stoneburner would like to see an ad placed in paper to generate more bids.

CITIZEN COMMENT: Comments were heard regarding locations of meeting minutes on web site, F Avenue wash out, cost to maintain a new web site, Endowment Fund, Tree House in need of repairs, Cemetery Fund, Fire Department Raises, Parks Funding, Abandon Houses in Township and an Illegal sign on D Avenue, Tree overhanging Fire Department, and the Racetrack.

BOARD MEMBER TIME:

- Treasurer Stoneburner- Questioned work done at Township Cemetery.
- Trustee VanderWeele- Condition of Township, work on cleaning it up, unlicensed vehicles, place notice in newsletter stating the township will start enforcing ordinances.
- Clerk Endres-New Ordinance Enforcer Form, Pontem Cemetery Program.

ADJOURNMENT:

MOTION was made by Trustee Potter-Williams to Adjourn meeting, Supported by Supervisor Conti. All in Favor, Motion passes 5-0. Meeting adjourned 9:55 pm.

Respectfully Submitted,

Laura Endres
Alamo Township Clerk