

ALAMO TOWNSHIP BOARD OF TRUSTEES
7901 NORTH 6th STREET
KALAMAZOO, MICHIGAN 49009

REGULAR TOWNSHIP BOARD MEETING
May 12, 2014
7:00 pm

Supervisor Conti called the meeting to order at 7:05pm...

PRESENT: Supervisor Conti, Treasurer Stoneburner, Clerk Endres, Trustee Potter-Williams, & Trustee VanderWeele.

Others in attendance: 17 +/-

Clerk Endres requested adding a Policy on inspecting and copying public records in lieu of customary business hours to the agenda (action item).

MOTION was made by Trustee VanderWeele to allow adding the Policy on inspecting and copying public records in lieu of customary business hours to the agenda for approval, supported by Treasurer Stoneburner. Motion Carried 5-0.

▪ Approval of April 14, 2014 Special Meeting Minutes:

MOTION was made by Trustee Potter-Williams to approve the meeting minutes as written, Supported by Trustee VanderWeele Clerk Endres. Motion Carried 4-1 (Treasurer Stoneburner Opposed).

▪ Authorization of Liabilities:

MOTION was made by Clerk Endres to grant permission to pay the Liabilities, Supported by Trustee Potter-Williams. Motion Carried 4-1 (Treasurer Stoneburner Opposed).

▪ Supervisors Report: Supervisor Conti Reviewed the implementation the 7 year road program, which will begin the rebuilding of the Townships infrastructure. He announced possible future projects which include upgrading the Fire Trucks, restoring the museum, finishing Rector Community Park, and the creation of economic development incentives.

▪ Clerk/Sexton Report: Clerk Endres presented the year end adjustment for the fiscal year end March 31, 2014, see attached list. Due to late receipt of a few Fire Department invoices more adjustments will be brought to the board at its June meeting.

MOTION was made by Trustee Potter-Williams to take from contingency \$239.00 to cover shortage in the Building Departments budget, Supported by Clerk Endres. Motion carried 5-0.

Liabilities for April 2014 - \$30,124.94.

Cemetery -Income for April 2014 \$ 1,800.00.

Elections- The clerk reported that the May 6, 2014 election ran smooth with a turnout of 10.51% averaging 10 voters per hour. Both proposals passed. A big thank you went out to election inspectors B Venema, A Bosma, N Nichols, and P Baker as well as election chair M. Forrest.

▪ Treasurers Report:

- General Account: \$142,860.18
- Trust & Agency: \$264.30 (money goes in and out)
- Current Tax: \$1,866.88 (paid put twice a month)
- Fire Truck Fund: \$18,238.34
- Surplus Account: \$61,953.59 (not a CD)
- CD (PNC): \$50,952.76
- CD (First National Bank): \$249,369.80
- Insured Cash Sweep Money Market Savings: \$233,407.90
- Kalamazoo Community Foundation: not given

2013 TAXES COLLECTED

SUMMER: \$ 1,256,319.36

WINTER \$2,239,591.92

TOWNSHIPS SHARE

SUMMER ADM FEE: \$12,552.78

WINTER ADM FEE: \$22,620.07

TOWNSHIP OPERATION: \$97,369.83

Treasurer Stoneburner informed the board that the CD that is held at the First National Bank has expired and she needed to let the bank know by May 13, 2014 what we wanted to do with the money. It was decided by the board that it would need to be placed in a savings account.

MOTION was made by Supervisor Conti to place the funds in a savings account to pay for road improvements, supported by Clerk Endres. Motion Carried 5-0.

▪ Building Department Report:

- | | | |
|-----------------------|---|---|
| • Building Permits | 6 | \$1,508.00 |
| • Electrical Permits | 2 | \$250.00 (includes additional inspection fees*) |
| • Mechanical Permits | 1 | \$170.00 |
| • Outdoor Wood Boiler | 0 | |
| Totals | 9 | \$1,928.00 |

▪ Fire Department Report: Chief Kizer reported the Fire Department responding to 20 incidents the month of February.

- 9 Medical Emergencies
- 2 Vehicle accidents
- 1 Power Line Down
- 3 False Alarms/misc.
- 1 Grass Fire
- 3 Structure Fires
- 1 Car Fire

Training for the month of April included CE Credits/Hazmat awareness, NFPA 1410 Evolution #1, SCBA Donning and Agility.

Chief Kizer informed the board he has received six applications for the open firefighter positions, interviews will begin next week. The Townships portion of the SCBA grant (\$19,400.00) is expected to be due around June 1st. Clerk Endres inquired if the Billable services had been invoiced out (3 runs); Chief Kizer was unaware of the RESOLUTION TO UPDATE the PAY SCHEDULE FOR FIRE RESPONSES which was passed during April's meeting but he would work on it.

- Planning Commission Report: Chair Covault requested permission to allow members of the Planning Commission to attend Citizen Planner training.

MOTION was made by Trustee Potter-Williams to allow any member of the Planning Commission who wishes to attend the Citizen Planner training for the cost of \$110.00 each on June 12th be allowed, Supported by Supervisor Conti. Motion Carried 5-0.

Update: Special Exception Use Plan for a convenience store on West D Avenue will be heard at the June meeting, there will be a cell tower going in, and Hopkins Propane has requested a Special Exception Use Plan to install a 45,000 gallon propane tank across from the BP station on D Avenue, the update for the Zoning changes will go to the Attorney next week, still holding the building permit for the truck wash because of issues with fire road access issues, and discussion of a possible blight ordinance has been discussed.

- Park Board Report: Supervisor Conti highlighted the happenings at the Rector Community Park; two grills arrived and have been installed, Little League opening day was a success, and Sidewalk improvement will be scheduled in July after the Little League is through with their season.

- New Business:

- **Proclamation Resolution for Aggregate Industries** – Supervisor Conti wanted to Thank Aggregate Industries for their generous donation of gravel for the road project by creating a proclamation to declare April 24th Aggregate Industries Day in the Township of Alamo.

MOTION was made by Supervisor Conti to approve the Resolution to declare April 24th of each year Aggregate Industries Day, Supported by Clerk Endres. Motion Carried 5-0.

- **Information Sign for road Construction** – Supervisor Conti asked permission to have two 4x4 signs made to place at the ~~beginning~~ *beginning* and end of the road construction.

MOTION was made by Supervisor Conti to approve having two 4x4 signs made, not to exceed \$700.00, to announce the road construction area, Supported by Trustee VanderWeele. Motion Carried 4-1 (Treasurer Stoneburner Opposed).

- **Prein & Newhof mapping proposal** –

Motion was made by Supervisor Conti to approve the contract with Prien & Newhof to have the townships tax maps reconstructed into digital format for \$6,100.00 to be paid over 3 years, Supported by Clerk Endres. Motion Carried 5-0

- **Investment Policy** – discussion was heard regarding the investment Policy and having changes made to it to protect the Treasurer and the Township.

- **5th Street easement** –

MOTION was made by Trustee Potter-Williams to approve issuing an easement to Pete Jergens so he is able to turn his tractors around at the end of 5th Street, Supported by Trustee VanderWeele. Motion Carried 5-0.

- **MTA workshops –**
MOTION was made by Supervisor Conti to approve Board members wishing to attend upcoming MTA workshops scheduled for June 11th at a cost of \$99.00 per person be allowed, Supported by Trustee Potter-Williams. Motion Carried 5-0.
- **SCBA compressor purchase –**
MOTION was made by Trustee Potter-Williams to approve the joint purchase of a SCBA Compressor for the Fire Department to charge the new 4,000 lb SCBA bottles, up to \$4,000.00, Supported by Clerk Endres. Motion Carried 5-0.
- **KATS Contribution (Membership Dues) –**
MOTION was made by Supervisor Conti to approve the KATS (Kalamazoo Area Transportation Study) membership Dues for Fiscal Year 2015 Unified Planning Work Program, supported by Trustee Potter-Williams. Motion Carried 5-0.
- **Policy and Procedure for the Public Inspection and Copying of Public Records in Lieu of Customary Business Hours –**
MOTION was made by Clerk Endres to adopt the Policy and Procedure for the Public Inspection and Copying of Public Records in Lieu of Customary Business Hours, Supported by Trustee Potter-Williams. Motion Carried 5-0.

- Citizens Comments on Non-Agenda Items: Comments were heard regarding the 5th Street bridge project.
- Board Member Comments: Supervisor Conti invited the board to a meeting of the Local chapter of the MTA to be held May 14th at 6:00pm at Michele’s Restaurant.
- Adjourned:
MOTION was made by Trustee Potter-Williams to adjourn the meeting at 8:15 pm., Supported by Supervisor Conti. Motion Carried 5-0.

Respectfully Submitted,

Laura Endres
Alamo Township Clerk