

**Lee Township
Regular Meeting Minutes
April 10, 2017**

The regular meeting of the Lee Township Board was called to order 7:30 pm at the Lee Township Hall located at 877 56th Street, Pullman, Michigan.

Members Present: Trustee Black, Trustee Galdikas, Treasurer Lowery, Supervisor Owen and Clerk King.

Board Comments: Supervisor Owen presented additions to the agenda. Additions were to include the budget adjustments and discussion on the township paying for a port-a-jon for the Pullman Elementary park for the summer. He also reported that he had attended the final meeting regarding the dam structure repair which is scheduled to begin when the ground dries out and the contractor can get started on the project.

Citizen's Comments: Citizen commented that the minutes from the previous meeting was to have the correction stating that it was March's fire calls, not February. Another citizen wanted to thank Deputy Borgic for the fine job he is doing.

Guest Speaker Judge William Baillargeon spoke about the Allegan County Specialty Courts. The programs have been in place for the past 4 years and have had great success. The courts are: Drug Treatment Court, Veteran's Court, Mental Health Court and Sobriety Court. They allow individuals facing jail time to have the opportunity to have the supports and treatment needed allowing them to have the opportunity to have the supports and treatments for rehabilitation. It also allows the individuals to avoid charges on their records.

A motion was made by Galdikas and seconded by Black to accept the minutes of the Regular Board Meeting on March 13, 2017 with amendments. All voted "Aye." Motion carries.

Motion Owen and seconded by Black to approve the budget hearing minutes from March 25, 2017. All voted "Aye." Motion carried.

A motion was made by Black and seconded by Galdikas receive the treasurer's report as presented. Roll call vote was taken: Yes – Black, Galdikas, Lowery, Owen and King. Motion carries.

County Commissioners Report: No report.

Deputies Report: Supervisor Owen read from the Deputies report which reflected 93 total calls of which 24 were taken by Deputy which was 26% of the calls. It also gave an update on the recent break-ins that have taken place around Lowery Scott Lake. He stated that a suspected has been apprehended.

Fire Department Report: Calls for the previous month were 9 with 1 house fire, 1 chimney, 1 downed tree, dog rescued from a pond, port-a-john fire and 1 grass fire. The training for the month was on records and reports along with pump training. The Fire Academy training is going well. Chief Chamberlain stated that an inspection for the new truck was scheduled for May 1st. He also reported that work would be needed on the DNR truck which is mechanically and physically in bad shape. Some of the projects budgeted for this year are a dry hydrant to be located 108th and 46th Street which has been budgeted for \$2500.00 and the installation of a new generator at Station 2 also budgeted for \$2500.00. They are having difficulties with the current one. Lastly, Chief Chamberlain requested that his Assistant Chief receive a raise from \$300.00 which she is currently being paid to \$450.00. Originally the position was set for \$400.00 per month but the pay had previously been split into \$300.00 for the assistant and \$100.00 for training. There was confusion regarding what the pay should have been. He stated that she has taken on a lot more responsibility.

Motion was made by King and seconded by Owen to increase the Assistant Fire Chief's salary to \$450.00 per month effective May 1, 2017. Roll call vote was taken: Yes – Black, Galdikas, Lowery, King and Owen. Motion carried.

First Responders: During the previous month there were 28 calls of which 25 were medical and 3 fire assist. The unit has been taken in to be repaired for a coolant leak at Woodhams Ford but the issue has not been resolved so it will be taken back for further repair. Director Rawson stated that they are looking into upgrading the AED units which are currently 7 years old. He has only one quote at this time but will bring more information to next month's meeting.

Ambulance Reports: None

Building Inspector: Supervisor Owen had not yet received the report for the building permits but was able to report 7 electrical permits, 3 plumbing and 5 mechanical permits. He will report the building totals in next month's meeting.

Community Center: Committee report was read by Melinda who stated that the Easter Egg Hunt was a great success. Over 200 people turned out for the event.

Cemetery Report: No report.

Library Report: No report

Transfer Station: During the month there was \$720.00 collected and 22 coupons redeemed.

Lake Board: No report. Supervisor Owen announced that Eleanor had suffered injury and we he requested that everyone keeps her in their thoughts and prayers.

Newsletter Committee: No report.

Assessor's Report: Assessor Harris reported that the March Board of Review is finished and went well. He is currently working on getting deeds posted and his paperwork back up to date. Board of Review member stated that Kyle does an excellent job and is very efficient and has everything in order. This helps the Board of Review members tremendously. She stated that he cares about the community.

Holiday Committee: Trustee Galdikas reported that the Welcome banners have been hung. They did not put up the Spring banners because they would only be up for a very short time. She offered to order more Welcome banners to replace the Spring banners.

Pullman Pride Committee: Trustee Galdikas gave the report in April's absence. Galdikas stated that April is very excited and has plans to make this year's event even better. She is working on vendors and is planning more activities and games for older kids this year along with evening entertainment. This Saturday will be the deadline for the Pullman Pride scholarship so anyone interest will want to drop off their information at the township office by April 15th.

Clean Team Committee: Committee member Ann reported that the first cleanup of the season is scheduled for April 22-23. The dumpsters have been ordered to be delivered and all volunteers are welcome. Last year's efforts were a great success and the team is requesting to increase last year's number of dumpsters by 2 more. She requested that the board consider approving an additional 2 dumpsters to this year's effort. Lastly she requested to get together with the Fire Chief to assist with getting the 911 signs out to residents.

Motion was made by Owen and seconded by Black to use the public improvement monies to pay for 8 – 40-yard dumpster to be scheduled 2 per month until September for the Clean Team's Summer clean-up project. Roll call was taken: Yes – Black, Galdikas, Lowery, Owen and King Motion carried.

Road Committee:

OLD BUSINESS:

Sealed Mowing Bids: Supervisor Owen opened the bids received for the township's mowing contract. Bids received were as follows:

1. Able Services – Ben Whitfield submitted a quote for \$70.00 for Township Hall, \$400.00 for Cemetery, \$70.00 for Fire Station 1 and \$60.00 for Fire Station 2.
2. Blades Properties Management – Jerry Rife submitted quote for \$45.00 for Township Hall, \$200.00 for Cemetery, Fire Station 1 \$45.00 and \$45.00 for Station 2. All quotes were priced out for 25 mowing. He also gave a quote for \$40.00 for Ravenswood Park and \$40.00 for Community Center.

The bids were not clear for Blade properties so Supervisor Owen asked to table discussion until he could get clarification on the bids.

Road Improvements:

Supervisor Owen reported that the HMA bids came in higher than estimated making our recommended improvements over budget. With estimated revenue of \$113,488.00 and the total bids received at \$125,000.00 being slightly over. He suggested that the board discuss using chip seal on 55th Street which is not in as poor of condition. The chip seal would roughly cost \$28,000.00. Owen has spoken with Craig from ACRC and the committee members. A motion was made by Owen and seconded by Galdikas to sign work orders to proceed with HMA ultra-thin on South of 1st Street, Pullman, Gilpin Street, Laurence from 50th to 103rd and allow a bid for chip seal for 55th from baseline to 102nd avenue approximately 1 mile from millage money. All voted “Aye.” Motion carried.

Master plan set meeting: A special meeting/work session was set for May 1st at 6:30 pm.

NEW BUSINESS

BUDGET ADJUSTMENTS:

General Fund

Increase:

Professional Services/Twp Board	\$2200.00
Insurance/Twp Board	\$6250.00
Office Supplies/Building & Grounds	\$ 600.00
Operating Supplies/ Building & Grounds	\$ 20.00
Capital Outlay/Building & Grounds	\$ 500.00
Utilities/Electric/Cemetery	\$ 600.00
Utilities/Electric/Street Lights	\$ 500.00
Wages/Sanitary Landfill	\$2000.00
Contractual Services/Parks	\$ 400.00
LSL Improvements	\$1500.00

Decrease:

Publishing/Building & Grounds	\$ 620.00
Miscellaneous/Building & Grounds	\$ 500.00
Repairs & Maintenance/Cemetery	\$ 100.00
Capital Outlay/Cemetery	\$ 500.00
Repair & MTC/Parks	\$ 100.00
Capital Outlay/ Parks	\$ 300.00
Contractual Services/Building & Grounds	\$3500.00

Fire Department

Increase:

Operating Supplies	\$7000.00
Professional Services	\$2000.00
Travel	\$ 200.00
Repairs & MTC Equipment	<u>\$1500.00</u>
Total	\$10,700.00

Decrease:

Capital Outlay	<u>\$10700.00</u>
Total	\$10700.00

Motion was made by Galdikas and seconded by Lowery to approve the budget adjustments. All voted “aye.”

PORT A JOHN – Since this is not township property, Supervisor Owen will contact the school to discuss the matter and bring back information to the board.

REVENUE ADJUSTMENT BUDGET –

Motion was made by King and seconded by Black to authorize the treasurer to make the necessary revenue adjustments to finish out the budget year. Roll call vote was taken: Yes – Black, Galdikas, Lowery, Owen and King. Motion carried.

GRAVEL ROAD PROGRAM-

Supervisor Owen stated that the County has recommended that we have 4 miles graveled this year. He added that 2 miles would be about \$20,000.00 since we have had extra expenses in our budget. Geneva Township has sent a commitment letter for the 1 mile that we share which will decrease the cost to \$5,000.00. He will request estimates for 53rd which is the route that is most commonly taken the by Fire Department along with 50th Street.

Motion was made by Owen and seconded by Galdikas to participate in the gravel road program for Baseline/60th and 58th and 48th between Baseline and 102nd and include an estimate for 109th to 106th on 50th with gravel and look at it again next year for HMA. All voted “Aye.”

Payment of the Bills: *A motion was made by Galdikas and Lowery to authorize payment of the bills as presented. Roll call vote was taken: Yes –Black, Galdikas, Lowery, Owen and King. Motion carries.*

Correspondence: None

A motion was made by Owen and seconded by Black to adjourn the meeting. All voted “Aye.” Motion carries.

Meeting was adjourned at 9:24 pm.
Minutes Submitted by: Jacquelyn A. King, Clerk