

(PRELIMINARY)
OTISCO TOWNSHIP BOARD REGULAR MEETING
January 8, 2019 @ 7:00 PM
AGENDA

- I. Call to Order. Roll Call
- II. Pledge of Allegiance to the Flag. Opening Invocation
- III. Approval of Agenda
- IV. Brief Public Comment (Agenda Topics only – 3 minute time limit)
- V. Approval of Minutes – December 11, 2018
- VI. Approval of Payables, Payroll & Transfers (if applicable)
- VII. Communications
- VIII. Guest(s)
 - a. Paul Spitzley, ICRC
- IX. Reports
 - a. Township Deputy
 - b. Assessor
 - c. Cemetery Committee
 - d. County Commissioner
 - e. Planning Commission
 - f. ZBA
 - g. Zoning Administrator
- X. Unfinished Business
 - a. Existing Building / Hall Expansion
 - b. Record Keeping Files
- XI. New Business:
 - a. Agreement – Long Lake Road Bridge over Dickerson Creek
- XII. Extended Public Comment (Any Topic – 5 minute time limit)
- XIII. Proposed Meeting(s); Date(s), Time(s) & Agenda(s)
 - a. 1/2/19 @ 7:00pm – Regular Scheduled Planning Commission Meeting
 - b. 1/8/19 @ 7:00PM – Regular Scheduled Board Meeting
 - c. 1/14/19 @ 7:00PM – Regular Scheduled Zoning Board of Appeals Meeting
 - d. 1/22/19 @ 5:30pm – 2019 Budget Meeting (Wages and Fees)
- XIV. Final Board Comments
- XV. Adjournment

OTISCO TOWNSHIP REGULAR MEETING
JANUARY 8, 2019 @ 7:00 P.M.
OTISCO TOWNSHIP HALL

The meeting was called to order by Supervisor, Joseph Daller.

ROLL CALL: Joseph Daller, Supervisor; Cara Johnson, Treasurer; Lynda Sower, Clerk

ABSENT: Ben Oatley, Trustee; Dan Zeigler, Trustee

The Pledge of Allegiance was recited.

A short prayer was given by David Hodges, County Commissioner.

APPROVAL OF AGENDA: Daller stated that he had a change to the agenda; omit VIII & add to XI b. Adopting marihuana resolution. Johnson moved to approve the agenda with these changes and Daller supported. 3-0 approved

PUBLIC COMMENT: Laura Staats reported that the ZBA books need to be updated. Johnson also mentioned the Planning Commission Books need to be updated too. Daller stated that he would have to get ahold of Jon Beyer, because he was going to help with this project. There was some discussion about Jon moving from the area; which Daller was not aware of. Daller will look into the matter.

APPROVAL OF MINUTES: Johnson moved to approve the December 11, 2018 minutes as presented and Sower supported. 3-0 approved

APPROVAL OF BILLS AND PAYROLL: Johnson moved that the bills be paid and Daller supported. approved 3-0

Payroll:	\$ 9,473.36
Acct's Payable	<u>\$ 6,984.19</u>
Total	\$16,457.55

COMMUNICATIONS: Daller received an agreement for Consumers Energy; They have reviewed our billing for the last 3 years and need to refund us \$1,451.53 with a 5% interest with the total of \$1,539.93.

Daller had a Solar Energy Ordinance that the Planning Commission had been working on; there will be a Public Hearing.

Daller had notice of an Ionia County Assoc. Meeting for this month.

There was a notice from the Health Dept. about a property that they inspected.

There is an invoice from Belding Area Chamber Membership for \$150. Daller moved that we stay in this organization and Johnson supported. The invoice was given to Sower.

3-0 approved

Daller presented a quote that he received from Jeff Hunter from Nelson's Speed Shop for an ATV for the Belding Fire Dept.

REPORTS:

TOWNSHIP DEPUTY: Deputy Veenstra apologized for not being to the December meeting, he was in training. He reported that it was quiet the last couple of months; there was one B&E in the township, he made a four count arrest, he is going to have a self-defense class for seniors at the High School.

ASSESSOR: The members had received an email with the report.

CEMETERY COMMITTEE: Laura Staats report that there would be no meeting until March or April. She also reported that there is no deed recorded at the county for the Smyrna Cemetery. Daller will look into this matter.

COUNTY COMMISSIONER: David Hodges reported that there was a 2019 Organization Meeting. He stated if our township was interested in hiring the prosecutor to represent the township if we needed to go to court over any violations in the township. He reported that Larry Tiejema, from Saranac was appointed to vice-chairman. Hodges reported that he was appointed to Chairman. Congratulation to David for his hard work!

PLANNING COMMISSION: Johnson reported that they did not have a meeting yet, because of the holidays. The meeting will be on Jan. 9, 2019 (tomorrow). She reported that they had been working on the Solar Ordinance and making changes. They will be also looking at renewing the Lehman Trucking Home Business permit this week.

UNFINISHED BUSINESS:

EXITING BUILDING/HALL EXPANSION: Daller stated that the board had agreed to look at the options of using the exiting hall and revamping office space. Daller will work with Laura Staats on this project, as Laura has already measured and designed areas for the Clerk & Treasurers office. Staats present her graphs.

RECORD KEEPING FILES: Daller stated that Roger VanderMolen and he should look at all the boxes of records under Daller's desk. It will be worked on in the near future.

NEW BUSINESS:

ROAD AGREEMENT- LONG LAKE ROAD BRIDGE OVER DICKERSON CREEK: Daller presented an agreement from the Ionia County Road Commission for this project. He stated that we earmarked a CD for this project at last year's budget meetings, so the money is there to pay for this. Johnson moved that we approve the agreement and Daller supported. 3-0 approved

ADOPTION OF RESOLUTION FOR THE MARIHUANA ACT: Johnson presented a resolution to adopt an ordinance that she had the lawyers' write-up, so that our township will still be opted out of the marihuana act, as our Township Board had agreed on. Johnson moved that we approve this resolution to adopt the ordiance and Sower supported. 3-0 approved

EXTENDED COMMENTS: Joe Boreck questioned if anything had been done about the fall clean-up at the hall. He also wanted to know if anyone had talked with the Zoning Administrator about the Home Base Business Ordinance. Daller did not understand what Boreck was asking. Daller stated that there had been a fall clean-up. Daller finally understood that Boreck had come to the hall and talked with the Zoning Administrator, Roger VanderMolen about the lack of enforcement of the ordinance and felt that nothing was done. Daller will talk with Roger.

Jeff Hunter asks when the board was going to take the fee out of the ordinance with the businesses. He doesn't feel like the township should charge the people running businesses out of their homes a fee. Jeff also remarked that if we were going to get a surveyor for cemetery deed issue that we call Chris Gower for Rockford, because he is very good.

Laura Staats stated that it looks like the light in the parking is getting ready to burn out and will need a new bulb. The Belding Fire Dept. will bring their truck out to reach it and change it for us.

MEETINGS: Correction to a., should be 1/9/19

FINAL BOARD COMMENTS: Daller stated that he had talked with David Hodges about the fall clean-up and he had it in October. David also stated that Lynda Sower had been at work the day that he was doing it.

Johnson wanted to know who is in charge of our flag out front of the hall. We have not been good about getting it to half-mass, like when President Bush pasted. Johnson and her Deputy final noticed it and did get it done. This subject will be on next month's agenda.

At 9:16 Johnson moved that we adjourn and Daller Supported.

Minutes Submitted By:



Lynda Sower
Otisco Township Clerk

(PRELIMINARY)
OTISCO TOWNSHIP BOARD REGULAR MEETING
February 12, 2019 @ 7:00 PM
AGENDA

- I. Call to Order. Roll Call
- II. Pledge of Allegiance to the Flag. Opening Invocation
- III. Approval of Agenda
- IV. Brief Public Comment (Agenda Topics only – 3 minute time limit)
- V. Approval of Minutes – January 8, 2019 & February 5, 2019
- VI. Approval of Payables, Payroll & Transfers (if applicable)
- VII. Communications
- VIII. Guest(s)
 - a. Paul Spitzley, ICRC
- IX. Reports
 - a. Township Deputy
 - b. Assessor
 - c. Cemetery Committee
 - d. County Commissioner
 - e. Planning Commission
 - f. ZBA
 - g. Zoning Administrator
- X. **PUBLIC HEARING: 2019-2020 Fiscal Year Wages and Fees**
- XI. Unfinished Business
 - a. 2019-2020 Fiscal Year Wages and Fees Resolutions
 - b. Existing Building / Hall Expansion
 - c. Record Keeping Files
- XII. New Business:
 - a. ICRC 2018 Evaluation of Paved Roads (& Bridges)
 - b. Flag
- XIII. Extended Public Comment (Any Topic – 5 minute time limit)
- XIV. Proposed Meeting(s); Date(s), Time(s) & Agenda(s)
 - a. 2/21/19 @ 5:30pm – 2019 Budget Meeting (General Fund Revenues and Expenditures)
 - b. 3/6/19 @ 7:00pm – Regular Scheduled Planning Commission Meeting
 - c. 3/7/19 @ 5:30pm – 2019 Budget Meeting (General Fund Revenues and Expenditures)
 - d. 3/11/19 @ 7:00PM – Regular Scheduled Zoning Board of Appeals Meeting
 - e. 3/12/19 @ 7:00PM – Regular Scheduled Board Meeting
- XV. Final Board Comments
- XVI. Adjournment

Otisco Township Board Regular Meeting

February 12th, 2019 @ 7:00 PM

I. Call to Order. Roll Call

Daller called the meeting to order at 7:00 PM. Daller, Johnson, Zeigler and Oatley were in attendance. Sower was absent. Daller requested Johnson to take meeting minutes in Sower's absence.

II. Pledge Of Allegiance to the Flag

Daller led the Pledge of Allegiance.

III. Approval of Agenda

Oatley made a motion to approve agenda removal of the approval of the Feb 5th Budget Meeting Minutes and removal of guest, Paul Spitzley from ICRC from Guest and New Business letter A. Evaluation of Paved Roads and Bridges, with a second from Zeigler. Passed 4-0.

IV. Brief Public Comment (Agenda Topics – 3 minute time limit)

Laura Staats indicated she would like to attend MTA conference. Johnson stated Laura contact her and she would make sure her enrollment was paid.

V. Approval of Minutes – January 8th, 2019

Johnson made a motion to pass January 8th, 2019 Regular Board Meeting Minutes, with second from Daller. Passed 4-0.

VI. Approval of Payables, Payroll & Transfers (if applicable)

Daller made a motion to accept and pay all payroll and bills, with a second from Zeigler. Passed 4-0.

VII. Communications

Daller stated he had received notice from Sower that she would be out of State and return Feb, 20th, 2019. He also stated there were a few errors in the wage resolutions that Kendra was able to correct for the Public Hearing. Daller also received communication that Roger Vandermolen would be out of office on Vacation until February 27th, 2019.

VIII. Reports

A.) Township Deputy

Officer Veenstra was not present nor forwarded a report.

B.) Assessor

A summary of report was in all Board Members' folder.

C.) Cemetery Committee

Staats reported no meetings have been held. She also stated she is working with Joe with deed on the cemetery. Daller will work with Borek on branch pick up from storms in cemetery.

D.) County Commission

No report. Dave Hodges was not present.

E.) Planning Commission

Johnson stated the Planning Commission was cancelled due to weather and the Public Hearing for the Industrial Solar Ordinance would be for March.

F.) ZBA

No Meeting

G.) Zoning Administrator

All the Board Members had a copy of the report in their folders. Oatley asked if Roger was aware of the Square Foot required for a new Trailer to put in place of the one that had been burnt. Daller stated that he indeed was aware.

IX. Public Hearing: 2019-2020 Fiscal Year Wages and Fees

Daller suspended the Regular Board Meeting and opened the Public Hearing at 7:25 PM. Daller began by reading the Public Hearing Notice and each resolution.

2019-01 Supervisor - per fiscal year wage - \$16,000.00

2019-02 Clerk - per fiscal year wage - \$16,320.00

2019-03 Treasurer - per fiscal year wage - \$16,320.00

2019-04 Trustees - per fiscal year wage - \$3750.00

2019-05 Deputy Treasurer wages will be \$14.00/HR with a cap of \$6000.00 for the year. Deputy Clerk will be \$14.00/HR with a cap of \$4200.00 for the year. Deputy Supervisor will be \$14.00/HR with a cap of \$2000 for the year. Assessor will be \$22,320.00 for the year. Zoning Administrator will be \$16,600.00 for the year. All other committee member wages and fees for the township will stay the same as the previous year with an exception to Cemetery: The fee for Cremation Box – Summer and Winter and Cremation Vault – Summer and Winter will now be \$200.00 with monument footing (Sexton Only) to be .20 cents per squared inch/top surface.

Daller asked if any public comment. Jeff Hunter commented and said he didn't think we should have a Home based Business fee. He didn't agree with it.

Daller closed the Public Hearing and resumed the Regular Board Meeting at 7:45 PM.

X. Unfinished Business

A.) 2019-2020 Fiscal Year Wages and Fees Resolutions

Johnson made a motion to approve Resolution 2019-01 with a second from Zeigler. Passed 4-0. Daller made a motion to approve Resolution 2019-02 with a second from Johnson. Passed 4-0. Johnson made a motion to approve Resolution 2019-03 with a second from Daller. Passed 4-0. Daller made a motion to approve Resolution 2019-04 with a second from Zeigler. Passed 4-0. Daller made a motion to approve Resolution 2019-05 with a second from Johnson. Passed 4-0.

B.) Existing Building/Hall Expansion

Nothing was discussed.

C.) Record Keeping Files

Daller stated he had not decided on solution to the record keeping. Johnson stated that since taxes were done Paula would have some extra time to help if needed.

XI. New Business

Daller said he would take responsibility for attending the flag.

XII. Extended Public Comment (Any Topic – 5 Minute Time Limit)

Jeff Hunter stated his opinion that the Treasurer should not be a board member still. He stated that Johnson threatened him by saying he was in violation of a few things. Zeigler and Daller both agreed they did not see it as a threat but as a statement.

XIII. Final Board Comments

Johnson stated the Planning Commission is still looking for updated Zoning and Ordinance Books. Daller stated he would work on. Oatley asked about maintenance regarding the township hall generator. Johnson stated Ensign Electrical comes once a year to do oil change and maintenance.

XIV. Adjournment

Johnson made a motion to Adjourn with a second from Zeigler.
Passed 4-0.