

Regular Meeting
Charleston Township Board
March 26, 2019

CALL TO ORDER:

The meeting was called to order at 4:00 p.m. by the Supervisor who led those present in the pledge of allegiance to the flag.

ROLL CALL OF OFFICERS:

Roll was called and members present were: VanderRoest, Samson, Schug, Balkema and Kramer. Also present were Derek from Consumers Energy, John Crumb, Brian Moravek, and Kathy Vander Roest.

ADOPTION OF PROPOSED AGENDA AND MINUTES:

Samson/Schug moved to approve the agenda with the addition of i.) CT/GLS&WA under the Consent Agenda. CARRIED

CONSENT AGENDA:

Balkema/Samson moved to approve the consent agenda as submitted (with the addition of the Fire Report) consisting of:

- a. February 26, 2019 Regular Meeting Minutes,
- b. March 14, 2019 Special Meeting
- c. Zoning Administrator's Report/Building Permits
- d. Communications
- e. Treasurer's Report
- f. Attorney's Report
- g. Planning Commission Report
- h. Gull Lake Sewer Authority Agenda/ Minutes
- i. CT/GLSWA Chronological Action Plan

CARRIED

OLD BUSINESS:

- a. Jerry reported that two items that needed attention at the water tower this year – paint for the water tower door and replacement of a heater. The City of Kalamazoo would like the replacement of a sewer meter at a cost of \$54,000. John Crumb explained that the sewer system was now in good shape except for 40th Street as discussed at previous meetings. Work on the 40th Street manhole is estimated to cost \$24,000. John said that GLSWA wants to choose a company that provides a complete estimate, not just time and material.

PUBLIC HEARING 4:30 P.M. 2019/2020 TOWNSHIP BUDGET

Balkema/Samson moved to suspend the regular meeting and open the Public Hearing at 4:30 p.m. Roll Call Vote: Samson – Y; Schug – Y; Vander Roest – Y; Kramer – Y; and Balkema – Y. CARRIED Jerry reviewed the proposed budget. Linda reviewed and corrected the 2019/2020 General Appropriations Act. No comments or questions were offered so Samson/Balkema moved to close the Public Hearing and return to the regular meeting at 4:54 p.m. CARRIED

NEW BUSINESS:

- a. Balkema/Samson **moved to adopt the General Appropriations Act Resolution.** Roll Call Vote: Balkema – Y; Kramer – Y; Vander Roest – Y; Schug – Y; and Samson -Y. CARRIED
- b. Balkema/Samson **moved to adopt the Resolution to Set the Salary and Other Compensation for Officers Composing the Township Board.** Roll Call Vote: Samson – Y; Schug – Y; VanderRoest – Y; Kramer – Y; and Balkema – Y. CARRIED
- c. Balkema/Samson **moved to adopt the 2019/2020 Meeting Schedule.** Roll Call Vote: Balkema – Y; Kramer – Y; VanderRoest – Y; Schug – Y; and Samson – Y. CARRIED
- d. Jerry related that he was angry because he was embarrassed by the Township Attorney in a

meeting that was supposed to include representatives from Georgia Pacific. After a conversation with Jerry on March 18th, in which he told them they were in violation of township ordinances and that the Township Attorney would be present at the March 20th meeting, G-P declined to come to the meeting. The Township Attorney scolded Jerry for saying too much which led G-P to misconstrue the Township's intentions. Representatives from Gull Lake Sewer, the City of Kalamazoo, Tom Wheat from Prein & Newhof and Linda Kramer, Township Clerk were present at the meeting. Jerry complained that he shouldn't be treated that way in front of others. Linda suggested that he should discuss his complaint to the Attorney. Vander Roest/Balkema **moved to withdraw legal counsel as a contract provider for the Township with the intention of having future discussions concerning the attorney.** CARRIED Vander Roest/Balkema **moved to adopt the 2019/2020 List of Contract and Service Providers.** CARRIED

- e. Samson/Balkema **moved to approve the 2019/2020 Sewer & Water Budget.** Roll Call Vote: Balkema – Y; Samson – Y; Schug -Y; Vander Roest – Y; and Kramer – Y. CARRIED
- f. Samson/Vander Roest **moved to approve the 2019/2020 Public Safety Budget.** Roll Call Vote: Schug – Y; Vander Roest -Y; Kramer – Y; Samson – Y; Balkema -Y. CARRIED
- g. Schug/Balkema **moved to approve the 2019/2020 Road Fund Budget.** Roll Call Vote: Balkema -Y; Kramer – Y; Schug – Y; Samson – Y; and Vander Roest – Y. CARRIED
- h. Schug/Kramer **moved to adopt the Proclamation Declaring April as Child Abuse Prevention Month.** Roll Call Vote: VanderRoest – Y; Samson – Y; Balkema – Y; Schug – Y; and Kramer – Y. CARRIED
- i. There was a brief discussion on an MTA resolution regarding nonpartisan elections. Vander Roest/Kramer **moved to table action on the MTA resolution regarding nonpartisan elections until the next meeting.** CARRIED
- j. Jerry reported that Andrews Estates had renewed their license and that there was another potential purchaser of the mobile home park.
- k. Jerry provided an update on a couple of dangerous intersections that included sign changes.
- l. Balkema/Samson **moved to approve a thirty-year franchise ordinance with Consumers Energy (Ordinance No. 158).** Roll Call Vote: Samson – Y; Schug – Y; VanderRoest – Y; Kramer – Y and Balkema – Y. CARRIED
- m. Art Samson submitted his resignation as trustee from the Township Board effective March 31, 2019. Balkema/Schug **moved to accept Art Samson's resignation with regret.** CARRIED
Balkema/Schug **moved to adopt a resolution of appreciation for Art Samson.** Roll Call Vote: Vander Roest – Y; Schug – Y; Balkema- Y; Kramer – Y. CARRIED
- n. Vander Roest/Schug **moved to appoint Brian Moravek to the position of Charleston Township Trustee.** Vander Roest/ Balkema **moved to appoint Brian Moravek to the position of Board representative on the Planning Commission and to appoint Art Samson to fill the remainder of Brian's term on the Planning Commission.** CARRIED

READING & DISPOSITION BILLS:

Balkema/Kramer moved that the bills be allowed and that warrants be drawn on the treasury for their respective amounts. CARRIED

CITIZEN TIME:

Kathy Vander Roest asked about the status of the library at this time. She was told that Helena would be back soon. John Crumb suggested back up power for the water pumps.

MEMBERS TIME:

Art said that Craig was a good attorney with weak spots. Art likes partisan politics and he can't find his key to the township hall to return it. Brenda said that she was finished with settlement.

MOTION TO ADJOURN:

Samson/Balkema moved to adjourn at 6:10 p.m. CARRIED

Linda Kramer, Clerk

CHARLESTON TOWNSHIP 2019/2020 GENERAL APPROPRIATIONS ACT

The Charleston Township Board resolves:

SECTION 1: Title

This resolution shall be known as the Charleston Township 2019/2020 General Appropriations Act.

SECTION 2: Public Hearing on the Budget

Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on March 15, 2019, and a public hearing on the proposed budget was held on March 26, 2019.

SECTION 3: Millage Levy

The Charleston Township Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll an allocated millage for township operations; and voter authorized millage of 1.0 mill for public safety operating.

SECTION 4: Adoption of budget by Line Item

The Board of Trustees of Charleston Township adopts the 2019/2020 fiscal year general fund budget by line item. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each line item. No transfers of line item appropriations shall be made without prior board approval by budget amendment.

SECTION 5: Payment of Bills

Pursuant to MCLA 41.75, all claims (bills) against the Township shall be approved by the Charleston Township Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Township Board to avoid late penalties, service charges and interest (primarily utilities) and payroll in accordance with the approved salaries and hourly rates adopted in this appropriations act. The Township Board shall receive a list of claims (bills) paid prior to approval for approval at the next Board meeting.

SECTION 6: Authorized Salary, Hourly and Per Diem Rates

Included in the various line items are amounts of the salary, hourly and per diem rates for the officials of the Township as follows:

Supervisor
Clerk
Treasurer

SECTION 7: Estimated Revenues and Expenditures

Estimated total revenues and expenditures for the various funds of Charleston Township are:

<u>FUND</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>
General	386,300	386,300
Public Safety	86,450	86,450
Sewer & Water	130,400	130,400
Road Fund	151,800	151,800

SECTION 8: Periodic Financial Reports

The Township Clerk shall provide the Township Board at the Board meeting immediately following the end of each fiscal quarter and at the final Board meeting of the fiscal year, a report of fiscal year to date revenues and expenditures compared to the budgeted amounts in the various funds of the Township.

SECTION 9: Budget Monitoring

Whenever it appears to the Township Supervisor or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures will exceed an appropriation, the Township Supervisor shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

SECTION 10: Board Adoption

Motion made by Balkema, seconded by Samson to adopt the foregoing resolution and General Appropriations Act. Upon roll call vote, the following voted aye:

Samson VanderRoest Schug Kramer Balkema

The following voted nay: None

The Supervisor declared the motion carried and the resolution adopted on the 26th day of March, 2019.

Linda Kramer, Township Clerk

A motion was made by Balkema/Samson to approve the following contract services for 2019/2020. Roll Call Vote: Samson – Y; Schug – Y; VanderRoest – Y; Kramer – Y, Balkema –Y. CARRIED

CONTRACT SERVICES FOR 2019/2020

- | | | |
|-----|--------------------------|---|
| 1. | Lawn Care | Ben Holtz – B & C Lawn Care |
| 2. | Cemetery Sexton | Ben Holtz – B & C Lawn Care |
| 3. | Assessor | Appraisals Plus Group, Inc. - Ben Brousseau |
| 4. | Accountant | Siegfried Crandall PC |
| 5. | Hall Janitorial Services | Brenda Schug |
| 6. | Website Services | Personal Technology Mentor LLC, Patricia Costello |
| 7. | Technical Services | Dave Lance – HTSE, Inc |
| 8. | Pension | Burnham & Flower |
| 9. | Engineering | Prein & Newhof |
| 10. | Zoning, Building | Associated Government Services (AGS) |
| 11. | Banking | PNC Bank, Mercantile Bank, Chemical Bank, 1 st Source Bank, 1 st National Bank, Talmer Bank, Kellogg Community Credit Union |
| 12. | Insurance | EMC/Ted Hartleb Agency |
| 13. | Water | Village of Augusta |
| 14. | Sewer | Gull Lake Sewer & Water Authority |