

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
APRIL 16, 2018**

2018-48 CALL TO ORDER AND APPROVAL OF AGENDA

The Alpine Township Board of Trustees held a regular meeting on Monday, April 16, 2018 at the Alpine Township Hall, 5255 Alpine Avenue, Comstock Park, Michigan, 49321 with due notice. Supervisor Greg Madura called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited. Present were Supervisor Greg Madura, Clerk Jean Wahlfield, Treasurer Jim Townsend and Trustees Mike Wahlfield, Ron Cordes, James May, and Bill Schweitzer.

A motion was offered by May, with support from Townsend, to approve the Consent and the Regular Agenda as presented. The motion carried 7-0.

2018-49 CONSIDERATION OF VOUCHERS/BILLS

A motion was offered by Schweitzer with support from May, to approve the payment of vouchers for the period 03/20/2018 thru 04/16/18, including the first bond payment for the 7 Mile sewer improvement project presented at this meeting. The motion carried 7-0.

2018-50 PUBLIC COMMENT

No comments were received at this time.

2018-51 COMMISSION REPORTS

Planning Commission: Cordes – The Commission approved a building expansion for Bel Air Auto Service on 7 Mile Road. A meeting was held to rezone dual zoned properties to a single zoning district.

Zoning Board of Appeals: Schweitzer – Will meet next week.

Historical Committee: Schweitzer – The maple syrup contest was rescheduled for next week due to the inclement weather.

Sewer & Water: Madura – NKSA replaced pump #2 at the Gracewil Lift Station and had a rebuild at the Fruit Ridge Lift Station. Alpine Meadows began repair work and Gary Segar is reviewing the Alpine Meadows rainfall I & I charts. Plainfield Township will begin the first phase of a new filtration system which will eliminate PFAS in the water. After Plainfield Charter Township receives their grant, phase 2 will begin.

Parks & Recreation: Jim May – No report.

2018-52 FIRST AND FINAL READING – REZONING #18-04 – DUAL ZONED PROPERTIES

A memo was received from Planning Director Sue Becker regarding the rezoning of 32 properties from dual to single zone. A list of the property addresses and maps, as well as a copy of the letter sent to

property owners was made available to the Board. The Planning Commission also conducted a public hearing.

A motion by May, with support from Schweitzer, to approve Rezoning Ordinance #18-04 for the rezoning of 32 properties, to order publication of the zoning map changes, and to re-adopt and publish the official zoning map. Motion carried 7-0 in a roll call vote.

2018-53 REVIEW OF RFP RECEIVED FOR FIRE DEPARTMENT STRATEGIC PLAN

The Supervisor stated that he contacted eight potential vendors requesting a proposal to create a strategic plan for the Alpine Fire Department. McGrath Consulting Group, Inc. was the only vendor that submitted a RFP. A memo from Planning Director Becker dated April 13, 2018 entitled “Fire Department Request for Proposals” was received by the Board which contained details regarding the RFP along with the written proposal from McGrath to develop a comprehensive plan. Madura added that the plan needs to focus on the future needs of the Fire Department.

A motion was made by May, with support from Cordes, to accept the proposal from McGrath Consulting Group, Inc. for \$15,000 and enter into a service agreement. Motion carried 7-0.

2018-54 PERRIN BREWING – CANN’D AID – REQUEST FOR OPEN AIR PERMIT ON JUNE 15, 2018

A memo was received from Enforcement Officer Robert Devereaux dated April 11, 2018 regarding the Cann’d Aid charity at Perrin Brewing. The event is planned for June 15, 2018 from Noon-10:00 p.m. featuring live music, food trucks, a raffle, and beer tent. Board members reviewed the Perrin Brewing open air permit documents.

May motioned, with support from Townsend, to approve the open air permit for Perrin Brewing located at 5910 Comstock Park Drive on June 15, 2018 from Noon to 10:00 p.m. Motion carried 7-0.

2018-55 WILLIAMS & WORKS PROPOSAL – REVIEW AND UPDATE OF PLANNED UNIT DEVELOPMENT REGULATIONS

A memo “Residential & Mixed Use PUD Ordinance Review & Professional Services Agreement” dated April 12, 2018 from Planning Director Becker was received by the Board. The Williams & Works proposal would provide a comprehensive review and update of the Open Space and Mixed-Use Planned Unit Development Chapters of the Township Zoning Ordinance which includes Chapters 14A, 14B, and 22. Madura and Cordes commented that the project is anticipated to be completed within the next 6 months.

A motion was made by Townsend, with support from May, to authorize the Supervisor and Planning Director to sign the professional services agreement with Williams & Works in an amount not to exceed \$4,000 to review and revise Chapters 14A, 14B, and 22 of the Township

Zoning Ordinance including Residential and Mixed-Use PUD's and PUD procedures. Motion carried 7-0.

2018-56 REVIEW OF LIGHTING PROPOSAL FOR TOWNSHIP OFFICES

Additional information was received regarding the lighting proposal for the installation of LED lights in the Township office building. The Supervisor noted that the cost is as much or more than the cost of the actual lights. Madura and Becker observed that lighting changes at the Community Room and Fire Stations are needed due to lights being left on in these buildings. The Board discussed alternative solutions, associated costs, and rebates. The Supervisor will contact an electrician about alternative solutions for LED installation and discuss this topic further at a future Board meeting.

2018-57 REVIEW PROPOSAL FOR PROFESSIONAL LANDSCAPE ARCHITECTURAL SERVICES

A proposal was received from Progressive AE for landscape architectural services at the Township Office grounds for an estimated cost of \$1,500. Planning Director Becker would like to see the generator and AC units hidden from view and recommended hiring Progressive to prepare a planting plan. The Board discussed costs associated with landscape installation and maintenance as well as questioned if it would be financially beneficial instead to hire a local landscaping company to prepare a plan, install, and maintain the landscaping.

A motion was made by May, with support from Cordes, to reject the proposal for professional landscape architectural services from Progressive AE. Motion carried 7-0.

2018-58 EMPLOYEE HANDBOOK POLICY – REVIEW PROPOSED NEW LANGUAGE FOR VACANCIES

Zoning Enforcement Officer Bob Devereaux and Assessor Betty Keeling will be retiring this year. This brought up a possible issue within the employee handbook language and the ability to allow for existing employees to automatically fill Township vacancies with Board approval. Township Attorney, Jeff Sluggett drafted new language that would allow the Township more flexibility in the way they can fill a vacancy. The proposed new language dated April 16, 2018 was received by the Board and reviewed.

Trustee May moved with support from Cordes, to approve and amend in its entirety page 2-11 (“Announcement of Vacancies”) of the Alpine Township Employee Policy Handbook to include the attachment distributed and discussed at tonight’s meeting. Copies of the new page 2-11 will be distributed to all holders of the Employee Policy Handbook with direction to replace the former language with the new attachment. Motion carried 7-0.

2018-59 BOARD OF REVIEW – APPOINT DON CHORMAN AS ALTERNATE

Assessor Betty Keeling has requested to add Don Chorman of 6596 Fruit Ridge as an alternate for the Township Board of Review. The Board has been without an alternate for some years and current

members of the Board plan to retire soon. At that time Chorman would move up and another alternate would be pursued.

A motion was offered by May, with support by Townsend, to appoint Don Chorman as an alternate for the Board of Review. Motion carried 7-0.

2018-60 RECEIPT OF UPDATED FY 2019 DRAFT BUDGET

Madura stated that all the budget changes discussed during last Tuesday's budget workshop meeting have been made. A public hearing for the budget will be held at May meeting and voted on in June.

A motion was offered by Townsend, with support from Schweitzer, to set the public hearing for the 2019 FY Budget on May 21, 2018. Motion carried 7-0.

2018-61 FIRE DEPARTMENT

The March run report was received.

A report from Chief Klomparens was received summarizing Fire Department operations including Call Volume, Apparatus, Equipment, Grants, and potential new hires. The Fire Department thanked Ron Cordes for the use of his property while trouble shooting a hydraulic issue with the rescue spreaders.

Madura thanked Andy Stachowiak for salting and clearing snow at the fire stations following the late season snow storm.

A motion was made by May, with support from Mike Wahlfield, to approve hiring Marissa Buitendyk to the Fire Department with the provision that she passes a background check. Motion carried 7-0.

A motion from Townsend, with support from May, was made to allow the Fire Department to participate in the Firehouse Subs Foundation Grant process and apply for a set of battery operated rescue tools to be placed on new engine #1 as well as a second Lucas lifesaving machine. Motion carried 7-0.

2018-62 PUBLIC COMMENT

Bill Stachowiak of 6830 Vinton noted a previous job the business owner had a re-lamping project done and advised the Township to call Consumers Energy about rebates.

Ted Wallace of 4296 Laura offered comments that Westgate Bowling recently upgraded their lighting systems and realized \$6,000 in savings due to rebates and cheaper electricity bills.

Andy Stachowiak of 6870 Vinton noted that the pump system for the fire department rescue tool is currently out for service and the Fire Department is running a portable unit.

2018-63 SUPERVISOR'S REPORT AND BOARD COMMENTS

The Board wished reporter Jeff Cunningham of the Advance newspaper a happy retirement.

The Supervisor thanked Trustee Mike Wahlfield for the "Well Owners Guide" book from the NGWA and noted that extra copies are available.

May stated that Jack Brown Produce along with Farm Bureau will be holding a safety seminar on Saturday and education credits can be earned.

The meeting was adjourned at 8:17 pm

Respectfully submitted,



Samantha Hanna,
Recording Secretary



Jean Wahlfield, Clerk



Greg Madura, Supervisor