

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
OCTOBER 15, 2018**

2018-150 CALL TO ORDER AND APPROVAL OF AGENDA

The Alpine Township Board of Trustees held a regular meeting on Monday, October 15, 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 Ron Cordes, James May, Bill Schweitzer, and Mike Wahlfield.

The Supervisor made one addition to the Agenda to be immediately after Item 7-E which will be a discussion of the personal property items inside the property church located at 1100 Henze Drive NW.

A motion was made by May and supported by Cordes to approve the Agenda with the one addition from the Supervisor. The motion carried 7-0.

May offered a motion with support from Schweitzer to approve the Consent Agenda noting that the Receipt of Treasurers Report should be changed to “Receipt of Fund Balance Report” as requested by the Treasurer. The motion carried 7-0.

2018-151 CONSIDERATION OF VOUCHERS/BILLS

A motion was offered by Schweitzer, with support from May, to approve the payment of vouchers as presented for the period 09/19/18 through 10/16/18. The motion carried 7-0.

**2018-152 PUBLIC HEARING – REQUEST FOR CLASS C LIQUOR LICENSE
GRAND CELEBRATION CENTER – 925 4 MILE ROAD NW**

The Supervisor explained that the request from Grand Celebration was tabled in September. Another applicant had applied to the Michigan Liquor Control Commission for the last Alpine Class C license. Since that time the application has been withdrawn opening the opportunity for the Grand Celebration Center to apply.

Sally Kliphuis was present to respond to questions about her application. She explained that she has a fully licensed kitchen and plans to hold banquets in addition to ballroom dancing and other special dancing events. The hours of operation are 8:00 am to 10:30 pm and private dance lessons are a part of the business. Kliphuis noted that she has lived in the community for over 35 years. She is planning for her business to be a unique, different and elegant addition to the Township.

Board members discussed the request. In response to a question from the Treasurer it was noted that the business is open to the public. The Clerk pointed out that no other Class C licenses will be available in the Township if the request is approved and discuss took place on this topic.

A motion was offered by May, with support from Townsend, to approve the requested Class C Liquor License for the Grand Celebration Center located at 925 4 Mile Road NW and the motion carried 5-2 in a roll call vote with Trustee Cordes and Clerk J. Wahlfield dissenting.

2018-153 PUBLIC COMMENT

No public comments were received.

2018-154 COMMISSION REPORTS

Planning Commission: Cordes – The Commission will hold the regular meeting this week Thursday.
Zoning Board of Appeals: Schweitzer – No requests for a variance have been received.
Historical Committee: Schweitzer – An Open House is planned for October 21, 2018
Sewer & Water: Madura – Plainfield Water reported that the last filtration system has been installed and is up and running. Alpine Meadows mobile home park continues to be monitored for I&I.
Parks & Recreation: Jim May – No meetings were held. The meeting dates may change.

2018-155 DISCUSSION – MCGRATH FIRE STUDY

The Supervisor stated that a draft copy of the fire study has been forwarded to the Board. The intent was to have Mr. Stedman make the presentation at this meeting but a conflict in his schedule occurred. The dates of October 22 or October 29 were discussed to re-schedule the presentation.

The Supervisor stated that a special meeting will be held on Monday, October 29, 2018 at 7:00 pm at the Township offices to receive the draft presentation of the McGrath Fire Study. Proper noticing for this meeting will take place as required.

2018-156 HOLY TRINITY 5K RUN/WALK – MARCH 9, 2019 AND REQUEST TO USE SPORTS COMPLEX

The annual request from race director Emily Rasch on behalf of the Holy Trinity 5K Run/Walk has been received. The date for the 4th annual run/walk will be March 9, 2019. Her letter outlined the route for the event and that she is requesting use of the Alpine Sports Complex for a few hours on the day of the event.

A motion was offered by May, with support from Schweitzer, to approve the Holy Trinity 5K Run/Walk on March 9, 2019 noting that the route will be the same as previous years and that

event will use the Alpine Sports Complex for a few hours as part of the run/walk route. The motion carried 7-0.

**2018-157 AUTHORIZE CLERK TO MAKE PAYMENTS FOR FIRE STATION #3
FITNESS ROOM EXPENSES**

The Fire Chief explained that work is nearly complete on the fitness room and the fitness equipment is ready to be installed. He noted that the Fire Department has received a FEMA grant to pay for the project. The project has been divided into two parts which is the room remodel and installation/cost of the equipment. The Chief requests that the Township authorize the payments to the vendors for the room remodel and equipment prior to the receipt of the actual grant funds.

A motion was offered by Townsend and supported by May to authorize payments for the fitness room project at Fire Station #3 prior to the receipt of FEMA grant funds. There was no further discussion and the motion carried 7-0.

**2018-158 DISCUSSION – JEREMY STREET AND SAMANTHA DRIVE – REQUEST
FOR SAD FOR ROAD IMPROVEMENTS**

The Township Board received a letter from representatives of Jeremy Street and Samantha Drive requesting that a Township Board discussion take place regarding a special assessment district (SAD) to fund road improvements.

Mike Konwinski who lives at 2871 Jeremy Drive NW addressed the Board about establishing a SAD to pay for replacing the existing road. He noted that 9 homes are on Jeremy Street and Samantha Drive and 26 homes in Somerset Meadows. He explained that the Master Deed for Somerset Meadows contains language about Somerset Meadows participating in paying for the cost road replacements. He is requesting that the Township establish an SAD which would pay for the costs of the road improvement and allow residents to pay back the Township over a certain period of time. Irene and Tom Kamphuis were also present on behalf of the request. The estimated cost to replace the road is approximately \$103,500.

Mike Houseman was present representing Somerset Meadows and addressed the information in their Master Deed as it relates to paying for road improvements.

Township Planner Becker submitted a memo on the SAD topic which included history and geography information as well as map of the area in addition to other relevant information. The Planner outlined the current private road requirements. The Board has previous denied a request for an SAD in 2012. Board members also received copies an attorney opinion on the Jeremy Street and Samantha Drive SAD topic from 2012. The opinion which notes that Public Act 188 of 1954 does not require that the Township establish an SAD for private road improvements and that this decision is within the discretion of the Board.

The Board discussed the topic and provided comments on the SAD as well as received additional comments from representatives for the request. Board members suggested that the parties involved meet to explore other options.

Townsend offered a motion, with support from May, to table the request to establish an SAD from the residents of Jeremy Street and Samantha Drive to the December 2018 meeting to allow for residents to explore other options for funding the road improvements. Motion carried 7-0.

2018-159 REVIEW BANK FINANCING PROPOSALS – 1050 AND 1100 HENZE DRIVE PROPERTY PURCHASE

The Township is in the process of purchasing property located at 1050 and 1100 Henze Drive NW which is the former Family of Christ Church. The Supervisor solicited 7 local banks to provide a proposal for an installment purchase agreement for financing. Three banks submitted proposals which were Choice One Bank, Independent Bank, and Mercantile Bank. Board members received copies of each proposal and reviewed the interest rates. The proposals are based on an amount of \$575,000 with the Township utilizing \$200,000 in cash that has been set aside in the CIP for land purchases.

Board members reviewed the proposal and agreed that \$200,000 in cash from the CIP should be utilized to reduce the amount of the installment purchase loan. The Treasurer has confirmed with Choice One that an early redemption/payoff is an option within the installment purchase agreement.

A motion was offered by May, with support from Townsend, to utilize an amount of \$200,000 from the Township CIP and to approve and accept the installment purchase agreement from Choice One Bank at an interest rate of 3.55% for a ten year term and that the loan can be paid off early without penalty. There was no further discussion and the motion carried 7-0.

2018-160 PERSONAL PROPERTY PURCHASE OFFER

The Supervisor explained that an offer from the Family of Christ Church has been made to the Township to purchase the personal property contents in the amount of \$15,000. It was suggested that the Board view the contents inside the church prior to making any decision.

The Supervisor set a special meeting for Wednesday, October 17, 2018 at 7:00 pm at 1100 Henze Street NW in order to view the contents of the church building and that the required noticing will take place.

2018-161 COMMITTEE APPOINTMENT – APPOINT TARA HELMER TO ALPINE HISTORICAL COMMITTEE

Townsend offered a motion with support from Schweitzer, to appoint Tara Helmer as a member of the Alpine Township Historical Committee as recommended. The motion carried 7-0.

2018-162 REVIEW DEMOLITION PROPOSAL – OLD FIRE STATION #3 LOCATED AT 7609 ALPINE AVENUE NW

The Township has received a bid to demolish old Fire Station #3 located at the corner of 9 Mile Road and old Alpine with the address of 7609 Alpine Avenue NW. The building official sent out a request to vendors to submit a bid for the job. Only one bid was received and it was from Cordes Trenching 1, Inc. for an amount of \$8,831 which includes the well abatement and disconnects to public utilities.

A motion was offered by May, with support from Townsend to accepted and approve the bid from Cordes Trenching 1, Inc. in the amount of \$8,831 to demolish the old fire station building located at 7609 Alpine Avenue NW. The motion carried 6-1, with Cordes abstaining.

2018-163 DISCUSSION – MEDICAL AND RECREATIONAL MARIHUANA

Board members received a memo from Planner Becker dated October 9, 2018 as an update to the medical and recreational marihuana topic. She is seeking information from the Board to find out what direction Alpine Township wants to take if the November ballot proposal passes. The memo provides the most recent information available on this topic.

Board members discussed the marihuana topic noting that the Township plans to prohibit establishments and facilities within its boundaries. The Supervisor explained that a special board meeting will be scheduled if the November marihuana ballot proposal is approved to address marihuana in the Township.

2018-164 DISCUSSION – DOG LICENSE AND NOTARY CONVENIENCE FEES FOR NON-RESIDENTS

The Treasurer discussed his report and information regarding dog license sales and notary service offered by the Township. He suggested that a convenience fee of \$5.00 be collected for these two services from non-residents. Board members discussed this topic at length noting that a convenience fee of \$10.00 may be appropriate and that the fee would need to be paid in cash. It was emphasized that the two services will remain free to Township residents and the convenience fee would be applied to non-residents only.

May offered a motion, supported by Cordes, to charge a convenience fee of \$5.00 for each dog license sold or notary service performed for non-residents, that payments will be accepted in cash only and that the two services would remain free to Township residents. The motion carried 6-1 with Clerk Wahlfield dissenting.

2018-165 FIRE DEPARTMENT

Chief Klomparens offered comments about generating and funding a busy fire department. He noted that there is a need to find additional funding and that a dedicated fire millage could be part of the solution. The Department is in need of a platform apparatus at this time.

Chief Klomparens noted that he will not be available for the special meeting to view the building contents on October 17.

Equipment and personnel updates were provided which included the resignation of a newer firefighter. A discussion took place about retaining and attracting new personnel in the current job market.

2018-166 PUBLIC COMMENT

No comments from the public were offered at this time.

2018-167 SUPERVISOR’S REPORT AND BOARD COMMENTS

Board members discussed the purchase of the Henze property noting that it is a good opportunity for potential growth of the fire department and the location was recommended in the McGrath fire study.

The Kent County Road Commission dinner is planned for Thursday, November 1, 2018. A brief discussion took place regarding road maintenance and needed repairs.

2018-168 ADJOURNMENT

A motion was offered by May, with support from Townsend, to adjourn this meeting. The motion carried 7-0.

The meeting was adjourned at 9:02 pm

Respectfully submitted,

Jean Wahlfield, Clerk

Greg Madura, Supervisor