

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
DECEMBER 17, 2018**

2018-201 CALL TO ORDER AND APPROVAL OF AGENDA

The Alpine Township Board of Trustees held a regular meeting on Monday, December 17, 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 a change to the Agenda under Pending and New Business by adding Item 7-E – Board Consideration. The Fire Department will move to Item 6-F.

A motion was offered by May, with support from Cordes, to approve the Agenda to include the one addition offered by the Supervisor. The motion carried 7-0.

Townsend offered a motion with support from May to approve the Consent Agenda with one change noted to the Minutes of November 19, 2018 to correct the spelling of Cordes on Page 3. The motion carried 7-0.

2018-202 CONSIDERATION OF VOUCHERS

A motion was offered by May, with support from Schweitzer, to approve the payment of vouchers for the period 10/17/18 through 11/20/18 including the invoice received from BHS Insurance for the Township renewal of the property insurance. The motion carried 7-0.

**2018-203 PUBLIC HEARING – ANNUAL COMMUNITY DEVELOPMENT BLOCK
GRANT FUNDS – CONSIDERATION OF RESOLUTION #18-23 AND
RESOLUTION #18-24**

Planner Becker submitted her memo dated December 13, 2018 regarding Community Development Block Grant Funds. The recommendation is to use the funds allocated to Alpine Township for the North Kent Transit paratransit services and to construct sidewalks in two areas. Kent County has formed a Joint Local Unit Government Sidewalk Project to use the CDBG allotted funds collectively to construct sidewalks in low-moderate income areas. It is anticipated that costs for design and contractor staging will decrease using this method. Alpine will be using the Kent County for the two projects outlined in the memo. The Kent County Purchasing Department will be the coordinator for the sidewalk projects utilizing CDBG funds.

The required notice for the Alpine Township public hearing meeting took place on December 2, 2018 in the Advance newspaper.

A motion was offered by May, with support from Townsend, to open the public hearing for the annual Community Development Block Grant fund program for upcoming year. The motion carried 7-0.

Noting that no public or written comments were received from the public, Townsend offered a motion, with support from May, to close the public hearing for the Community Development Block Grant fund program for the upcoming year. The motion carried 7-0.

Board members discussed and reviewed the two proposed resolutions. The proposed sidewalk on the north side of Lamoreaux Drive at the corner of Alpine Avenue east to Westgate Drive (half a mile) and the sidewalk on the north side of 4 Mile Road NW from Yorkland Drive and Yorkview Drive are the areas for sidewalk installation that meet the CDBG criteria and meet the needs of Township residents and the public. It was noted that CDBG funds have been used for paratransit and sidewalks for the last several years.

A motion was offered by Townsend, with support from May, to approve Resolution #18-23 - Authoring the Acceptance of Community Development Grant (CDBG) Monies for the upcoming Program Year for Alpine Township. There was no discussion and the motion carried 7-0.

A motion was offered by May, with support from Townsend, to approve Resolution #18-24 - Approving the Allocation and Use of Community Development Block Grant (CDBG) Monies for the upcoming Program Year in Alpine Township.

2018-204 PUBLIC COMMENT

No comments from the public were received.

2018-205 COMMISSION REPORTS

Planning Commission: Cordes – The Commission will be holding their next regular meeting on December 20, 2018.

Zoning Board of Appeals: Schweitzer – No variance requests were received.

Historical Committee: Schweitzer – Committee members are looking forward to moving the artifacts to the new storage building.

Sewer & Water: Madura – Wolverine Worldwide is requesting that the NKSA Plant accept partially treated water that they are pumping out of the former plant site aquifer as required by the DEQ. The consultants are reviewing the request and further discussion will take place.

Parks & Recreation: Jim May – No meetings were held.

2018-206 CONSIDERATION OF RESOLUTION #18-25 – SET FEES AND CHARGES FOR 2019

The Supervisor reviewed fees and charges for 2019 noting that quarterly sewer rate is slated to remain at the same amount of \$85.00. This amount is in line with the SAW grant projections. The room rental fee is proposed to increase to \$100 as well as the fees charged for cemetery graves.

May offered a motion with support from Cordes, to approve Resolution #18-25 to Set Fees and Charges for 2019. The motion carried 7-0.

2018-207 CONSIDERATION OF RESOLUTION #18-26 – APPOINTMENTS AND DEPOSITORIES FOR 2019

A motion was offered by May, with support from Cordes to approve Resolution #18-26 for the Appointments to Township Board and Depositories. The motion carried 7-0.

2018-208 CONSIDERATION OF ORDINANCE NO. 18-06 – AN ORDINANCE TO AMEND ORDINANCE ORDINANCE NO. 18-04 – AN ORDINANCE TO PROHIBIT MARIHUANA ESTABLISHMENTS AND FACILITIES IN ALPINE TOWNSHIP BY ADDING PENALTIES

The Supervisor explained that the proposed ordinance will add penalties to the existing Ordinance No. 18-04 prohibiting marihuana establishments in the Township. The Township Attorney drafted Ordinance No. 18-06 which amends Ordinance No. 18-04 applying a fine of up to \$500.00 or jail time if convicted of a violation.

A motion was offered by Cordes, with support from May to approve and order publication of Ordinance No. 18-06 – an Ordinance to amend Ordinance No. 18-04 by adding penalties. The motion carried 7-0 in a roll call vote.

2018-209 2019 LAMOREAUX SEWER IMPROVEMENTS – CONSTRUCTION VERSUS LINING

The Supervisor explained that the 2019 Lamoreaux Drive improvements include sewer work in a portion of the road that is located in Alpine Township. Township Engineer Mike Oezer and NKSA Superintendent Gary Seger were present to provide information regarding the project and answer questions.

Engineer Oezer displayed a map of the locations where the sewer improvements are anticipated and the areas suitable for sewer lining. The project will need to be coordinated with the K.C. Road Commission during the road reconstruction work and Plainfield Charter Township who is also doing public water improvement work. It is proposed that 1,066 feet of sewer pipe in Lamoreaux Drive will be lined with an anticipated cost of \$100,500 as compared to \$334,200 for sewer replacement.

The Board discussed the cost difference between lining and replacement construction. In response to questions it was noted that there is no difference in the flow volume in the pipe and the lining creates a smooth surface inside the sewer pipe sealing out tree roots at the joints.

A motion was offered by Townsend, with support from May to approve the lining of approximately 1,066 ft. of the public sewer along Lamoreaux Drive which will be part of the 2019 Lamoreaux Drive project. The motion carried 7-0.

It was noted that more information will be presented as the sewer project details are finalized. Three other spot repairs are anticipated one of which is the reconstruction of a sewer easement from Lamoreaux Drive to Bekinshire Drive and two other pipe lining locations.

2019-210 BOARD CONSIDERATION

The Supervisor explained that the Building and Planning Administrative Assistant Barb Griswold has received a job offer from her former employer. The offer includes a pay raise plus other benefits. Planner Becker and Building Official Campbell would like to retain Griswold. During discussions with Griswold she requested that she receive holiday pay equal to the number of hours she would normally work which would be eight hours of holiday pay. The employee policy states that “for regular part-time employees working at least 20 hours per week, holiday pay in the amount of four (4) hours of their regular straight time rate of pay shall be paid”. The personnel committee considered a change to the Employee Policy Handbook but in doing so it would affect all part time personnel. Supervisor Madura noted that instead the request is to increase the hourly rate paid to Griswold by .28¢ which is equal to the amount of holiday pay she would have gained. Additionally no policy changes would be needed.

Board members discussed the hourly rate increase for Griswold and the holiday time policy. It was noted that Griswold does not receive Township benefits.

A motion was offered by Cordes, with support from May, to approve a .30¢ per hour pay increase for Barb Griswold in order to retain the Building and Planning Administrative Assistant, that the increase will be effective on the January 1, 2019 payroll and that she will be paid for holiday time in the amount of 4 hours as outlined in the Employee Policy Handbook. The motion carried 7-0.

2019-211 FIRE DEPARTMENT

Chief Klomparens stated that the Department ran 84 assignments in November.

He explained that while the new engine was undergoing final inspections a vibration was found. The manufacturer is working to correct this problem and completing a small punch list. The last stop for the new apparatus before delivery to Alpine will be stripping.

Old Engine #4 has been listed on the internet for sale. If no suitable offers are received K.C. Purchasing has offered to list the vehicle. The Chief noted that the K.C. Fire Commission also helps to write grant funding requests. The Department has re-applied for a grant from Fire House Subs

The Chief noted that the required ladder and pump testing has been completed. The Department plans to use donated money along with approximately \$400 from the current year budget to purchase CPR mannequins and equipment. The plan is to purchase 4 adult and 4 infant mannequins that will remain for use in-house only.

Chief Klomparens provided several helpful comments from his professional and personal perspective regarding the property recently purchased by the Township. The property is located at 1100 Henze NW and includes the vacant church building. He noted that the building would make a good fire station due to the existing clear span steel trusses. The Chief had the opportunity to walk through the building with an individual that does construction management in our area who agreed that the existing building is ideal for re-purposing into a fire station.

Suggestions were also received on three ways to get a bid for the work that would need to take place in order to convert the building into a fire station.
The Board discussed the information received and noted that a millage may be necessary to pay for the building conversion and remodel costs for a new Fire Station #1.

2019-212 PUBLIC COMMENT

No public comments were received at this time.

2019-213 SUPERVISOR'S REPORT AND BOARD COMMENTS

Supervisor Madura commented that the Henze property needs to be named and that use of the building need to be discussed further.

The Supervisor explained that another clean-up of the property located at 608 10-Mile Road is in the works as the Court has given the Township the necessary legal tools. It is anticipated that the clean-up will take place in mid-January 2019.

The Treasurer handed out copies of the Kent County profile.

Board members wished those present wonderful, happy and safe Holidays.

2019-214 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 8:50 pm

Respectfully submitted,

Jean Wahlfield, Clerk

Greg Madura, Supervisor