

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
AUGUST 17, 2020**

2020-97 CALL TO ORDER AND APPROVAL OF AGENDA

The Alpine Township Board of Trustees held a regular meeting on Monday, August 17, 2020 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, Rob Scheidel, William Schweitzer and Mike Wahlfield.

Townsend offered a motion, with support from Schweitzer, to approve the Agenda as presented. The motion carried 7-0.

A motion was offered by Townsend, with support from Schweitzer, to approve the Consent Agenda with the Treasurer noting that the July 2020 Fund Balance Report was distributed at this meeting. The motion carried 7-0.

2020-98 CONSIDERATION OF VOUCHERS/BILLS

A motion as offered by Schweitzer, with support from Scheidel, to approve the list of vouchers to be paid for the period of 07/22/20 through 08/18/20 as presented. There was no discussion and the motion carried 7-0.

2020-99 PUBLIC COMMENT

There were no comments offered from the public at this time.

2020-100 COMMISSION REPORTS

Planning Commission: Cordes – The Commission will be holding their meeting later this week.

Zoning Board of Appeals: Schweitzer – As no requests for variances were received the Board did not meet.

Historical Commission: Schweitzer – The Historical Committee plans to hold their Book Sale in September.

Sewer & Water: Madura – Madura reported that a grease built up was addressed by Alpine Meadows mobile home park and did not impact the NKSA system. The Westgate water improvement project is underway with an expected completion date of mid-October.

Parks & Recreation: Scheidel – The Committee did not meet. Alpine Elementary school will be using the Sports Complex to give students more room for social distancing during outside activities.

2020-101 UPDATE AND DISCUSSION – DESIGNATED ASSESSOR FOR KENT COUNTY

The Supervisor presented a letter drafted by the K.C. Supervisor’s Association addressing the criteria from the State to require the appointment of a “Designated Assessor” for Kent County and all counties in Michigan. The recommendation is that the K.C. Equalization Director *not* be appointed the Designated Assessor for Kent County. The person appointed should meet the four criteria laid out in the letter addressed to the K.C. Administrator. The Supervisor stated that the Designated Assessor needs to be independent of both the County and any local units of government which is a good plan.

2020-102 INTERNET ACCESS IMPROVEMENT IN KENT COUNTY WIFI AND HOT SPOT SERVICES

The Board discussed the offer received from Kent County to provide public access WiFi in Alpine Township. The Supervisor explained that CARES funds received by the County would cover the cost of a site survey, installation, a high powered WiFi device and monthly data costs through December 15, 2020. After December the Township may continue the service at a rate of \$40 per month. The location of the WiFi service must be on Township property. The Community Building located at 2015 7 Mile Road NW was identified as a good location and the range for the WiFi is 50 to 100 yards. Trustee Wahlfield noted that the Township could try the service for a year and cancel if it is not being used or becomes too costly in the future. The consensus of the Board was to move forward and the Supervisor will obtain more details regarding the County offer and contract.

2020-103 34 LAMOREAUX – DISCUSSION OF POTENTIAL POCKET PARK LOCATION

The owner of property located at 34 Lamoreaux Drive NW has offered to donate the property to the Township. The parcel is very small and cannot be utilized for a home. The property owner has suggested in exchange that a plaque and bench be added to the property to memorialize the donation. The Township Planner provided an aerial map of the parcel and a section of the Master Plan that discusses creating gateway signage identifying the Township which could be a welcome sign. Board members discussed the necessity of completing the due diligence to investigate the potential donation. The costs of the obtaining the property for such items as a survey as well as future upkeep and maintenance costs incurred if the Township accepts the donation need to be further examined. The general consensus of the Board was to pursue the donation. The Supervisor will gather more information from the property owner and on the topic of the costs associated with obtaining the property for the Board to review.

2020-104 UPDATE – CONTRACT TIMING AND DETAILS FOR NEW FIRE STATION #1 – PINNACLE CONSTRUCTION

The Supervisor provided a brief update on the renovation of the Henze building project for a new Fire Station #1. The Township Attorney is working on the draft contract with Pinnacle Construction. The contract needs to be drafted by the end of September per the RFP. The other two other top construction companies’ bids are valid until October 1 in the event that a contract with Pinnacle cannot be negotiated. The contract is dependent on the successful passage of the November 3 fire protection millage.

2020-105 ELECTION REQUEST – PURCHASE HIGH SPEED AVCB SCANNER

The Clerk submitted information regarding the purchase of a high speed scanner tabulator to count absent ballots. The State of Michigan has offered a grant through the CARES act to pay for up to 50% of the cost up to \$30,000, whichever is less. The quote for the equipment and software totals \$44,793.00. The Board discussed the purchase noting that the number of absent ballots is only expected to increase.

A motion was offered by Cordes, with supported from M. Wahlfield, to approve the purchase of the high speed scanner tabulator to count absent ballots and to authorize the Clerk to sign the grant application and contract. The motion carried 7-0.

2020-106 RECEIPT OF TWO RESIGNATIONS – DEPUTY CLERK AND ZBA MEMBER

The Board received two resignation letters. Deputy Clerk Crystal Maynard resigned as of Friday, August 7, 2020 and Zoning Board of Appeals member Elizabeth Keeling resigned on July 31, 2020 as she has moved out of the Township.

2020-107 FIRE DEPARTMENT

The run report for the month of July was received by the Board

The Chief reported that firefighters are doing on-line training due to the challenges related to holding training meetings due to COVID.

2020-108 PUBLIC COMMENT

No public comments were received at this time.

2020-109 SUPERVISOR’S REPORT, BOARD COMMENTS, AND ADJOURNMENT

The Supervisor discussed that he will be working toward getting a system in place so that the public will be able to view the Board meetings on line which is a situation that many municipalities are struggling to overcome.

A motion to adjourn the meeting was offered by Townsend, with support from Schweitzer. The motion carried 7-0 and the meeting was adjourned at 7:56 pm.

Respectfully submitted,

Jean Wahlfield, Clerk

Greg Madura, Supervisor