

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
DECEMBER 21, 2020**

2020-149 CALL TO ORDER AND APPROVAL OF AGENDA

The Alpine Township Board of Trustees held a regular meeting on Monday, December 21, 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 Beth Alt and Trustees Ron Cordes, Rob Scheidel, William Schweitzer and Mike Wahlfield.

A motion was offered by Schweitzer, with support from Scheidel, to approve the Agenda as presented. The motion carried 7-0.

M. Wahlfield offered a motion, with support from Schweitzer, to approve the Consent Agenda and the motion carried 7-0.

The Supervisor explained that Township Board is meeting in person as the updated regulations from the DHHS and Governor came out too late to publish notice for and to hold a ZOOM meeting.

2020-150 CONSIDERATION OF VOUCHERS/BILLS

A motion was offered by Cordes, with support from Schweitzer, to approve the payment of vouchers for the period 11/18/20 through 12/22/20 as presented. There was no discussion and the motion carried 7-0.

2020-151 PUBLIC COMMENT

No public comments were offered at this time.

2020-152 COMMISSION REPORTS

Planning Commission: Cordes – At the last meeting the Commission approved a site plan for Dunkin Donuts which will be located at 4201 Alpine Avenue NW.

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

Historical Commission: Schweitzer – The Historical Committee meetings have been cancelled.

Sewer & Water: Madura – Madura noted that there are no improvement projects taking place at this time. The NKSA approved work plans for 2021 and the annual budget. The Gracewil lift experienced a power outage during the last big storm.

Parks & Recreation: Scheidel – The Committee did not meet. The Supervisor noted that the Committee may consider placing time limits on field use and increasing field rental fees.

2020-153 PRESENTATION OF LIVE SAVING RECOGNITION AWARDS TO ALPINE TOWNSHIP FIREFIGHTERS

Five members of the Alpine Township Fire Department were honored for their successful lifesaving efforts on two different occasions. Firefighters Katerberg, Kelly, Kremer, Nawara and Stalsonburg were honored by Kent County EMS Dr. Todd Chassee and Lance Corey. Firefighters received lifesaving awards and challenge coins for administering medical care and as a result two individuals are alive today.

2020-154 CONSIDERATION OF RESOLUTION #20-17 – SET FEES AND CHARGES FOR 2021

The Supervisor reviewed Attachment A which lists the proposed fees and charges for 2021. He noted that the quarterly sewer rate will remain at \$85.00. The cost to purchase a grave in one of the three cemeteries will increase to \$300.00 per grave for residents and \$525.00 for non-residents. All other fees including rental fees for the use of fields at the Sports Complex will remain the same. Board members reviewed the resolution and Attachment A.

Schweitzer offered a motion, with supported from Scheidel, to approve Resolution #20-17 - Set Fees and Charges for 2021. There was no discussion and the motion carried unanimously 7-0.

2020-155 CONSIDERATION OF RESOLUTION #20-18 – APPOINTMENTS AND DEPOSITORIES FOR 2021

Supervisor Madura reviewed his recommendations to fill various Board and Committee positions. Some positions were filled by reappointments due to expired terms. Mary Wilcome has resigned from the Board of Review and Jennifer LaVallee will be the new appointment. Amber Bremer is a new appointment to the Zoning Board of Appeals. Ron Cordes will continue as Township Board Representative on the Planning Commission, William Schweitzer on the Zoning Board of Appeals, Mike Wahlfield will be the Township Board Representative on the Historical Commission and Rob Scheidel will continue on the Parks and Recreation Committee.

A motion was offered by M. Wahlfield, with supported from Alt, to approve Resolution #20-18 – Appointments and Depositories for 2021. The motion carried unanimously 7-0.

2020-155 CONSIDERATION OF RESOLUTION #20-19 – ANNUAL MDOT RIGHT OF WAY PERMIT

A motion was offered by Cordes, with support from Scheidel, to approve Resolution #20-19 – Annual MDOT Right of Way Permit.

2020-156 APPROVAL OF 2021 TOWNSHIP CALENDAR

The Supervisor reviewed the Township Calendar for 2021. Per the Employee Policy there are 9 holidays and 2 floating days off when the Township Offices will be closed in 2021.

A motion was offered by Cordes, with supported from Schweitzer, to approve the 2021 Township Calendar. There was no further discussion and the motion carried 7-0.

2020-157 CONSIDERATION OF CHANGE ORDER #001 – RADIANT IN FLOOR HEATING

The Supervisor explained that the original RFP for new Fire Station #1 did not include the installation of radiant in the floor heating and was not included in the original bid. Discussion among the members of the core design group lead to a request for pricing from Armock Mechanical, the selected sub-contractor to do the mechanical work at the new Fire Station. A total cost of \$230,205 was submitted by Armock Mechanical to install in floor heating for the 5 truck bays including a 6 foot apron outside the bay doors. Board members discussed the benefits of radiant in floor heating and agreed that it is the best option for the fire truck bays and needs to be installed. Some Board members felt the bid price was too high and that some investigation should take place in order to see if a better price could be obtained. The Supervisor noted that a decision regarding the radiant in floor heating needs to be decided in order to not delay the project.

A motion was offered by Scheidel, with support from Cordes, to approve the Change Order #001 for the installation of radiant in floor heating at the new Fire Station #1 truck bays including a 6 foot apron outside the bay doors in an amount not to exceed ~~\$223,205~~ \$230,205 and that the Supervisor will work to obtain bids from other vendors for comparison and/or work with Armock Mechanical to obtain a lower bid for the work. The motion carried 7-0.

2020-158 DISCUSSION OF UPDATES TO MASTER, PLAN, RECREATION PLAN, ZONING ORDINANCES AND GENERAL ORDINANCES

Planner Becker provided a memo dated December 17, 2020 to inform the Board about the need to update certain Township documents. The specific documents are the current Master Plan, the Recreation Plan, the Zoning Ordinance, and the Township General Ordinances. The Planner, Supervisor and Clerk met with MainStreet Planning and McKenna Associates recently to review the current Master Plan and discussed the overall scope of the work, public workshops and public hearing meetings that will be part of any update. Board members discussed the topic of choosing a consultant noting the MainStreet Planning is familiar with the Township and has assisted with updates over the years.

A motion was offered by Schweitzer, with support from Cordes, that Alpine Township obtain a proposal from MainStreet Planning and McKenna Associates to update the Alpine Township Master Plan and that the proposal will also include options for the Board to choose with regard to the level or amount of work that is anticipated to be done to do the Master Plan update including an update to the Recreation Plan. The motion carried 7-0.

2020-159 FIRE DEPARTMENT

Fire Chief Klomparens stated that the Board should have received the October and November 2020 fire run numbers in their packets.

He noted that the location of the upstairs sleeping quarters and the records storage room have been flipped in order to avoid a conflict with heating duct work in the ceiling. The Chief explained that a slider (instead of the traditional pole) will be installed for firefighters to access the main floor of the fire station from the sleeping quarters with is the new trend.

In response to his question about the timing of obtaining and paying for the equipment that will be used to control traffic lights, the Board noted that the work could begin at any time. Strain Electric is the contractor that works with the signalization and coordinates work with traffic signals and MDOT. The City of Walker Public Safety Department has expressed interest in getting involved in this project and working with the Township to coordinate efforts.

Chief Klomparens discussed the timeline that the Board is considering to hire the next full time firefighter. The Supervisor noted that some time work will need to be done to get an updated job description together as well as a pay scale.

The Chief stated that he is educating the public and answering many questions regarding the location, millage, construction and other information regarding the new Fire Station #1.

2020-160 PUBLIC COMMENT

No comments from the public were offered at this time.

2020-161 SUPERVISOR’S COMMENTS, BOARD COMMENTS, AND ADJOURNMENT

Supervisor Madura noted that the a Level 4 assessor has been hired and appointed to be the designated assessor for Kent County as required. Alpine Township Assessor Bulerski recently had the require AMAR review and passed this State required examination of Township assessing records and procedures.

Board members expressed wishes for a Merry Christmas and a Happy 2021 New Year.

A motion to adjourn the meeting was offered by Schweitzer, with support from Scheidel. The motion carried 7-0 and the meeting was adjourned at 8:30 pm.

Respectfully submitted,

Jean Wahlfield, Clerk

Greg Madura, Supervisor