

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
MAY 18, 2020**

2020-51 CALL TO ORDER AND APPROVAL OF AGENDA

The Alpine Township Board of Trustees held a regular meeting on Monday, May 18, 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, and Mike Wahlfield. Trustee William Schweitzer was absent.

Cordes offered a motion, with support from Schweitzer, to approve the Agenda with one addition which was to provide an update on Alpine staff and office operations. The motion carried 6-0.

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

2020-52 CONSIDERATION OF VOUCHERS/BILLS

The Treasurer stated that Centron Data Service invoice for tax bill preparation needs to be added to the list of approved vouchers.

A motion as offered by Scheidel, with support from Trustee M. Wahlfield, to approve the list of vouchers to be paid for the period of 04/22/20 through 05/19/20 with the addition of the Centron Data Service invoice in the amount of \$1756.00. There was no discussion and the motion carried 6-0.

2050-53 PUBLIC HEARING – FISCAL YEAR 2020-20021 GENERAL FUND BUDGET

The Supervisor introduced the Fiscal Year 2020-2021 budget noting the recent shut down of businesses and industries due to the COVID 19 virus and executive orders will have an impact on the amount of revenues received for Township operations. He provided copies of the FY 2021 budget dated 05/18/20 in Board member packets. Notice of the public hearing for the FY 2021 budget has taken place as required.

A motion to open the public hearing for the Fiscal Year 2021 Alpine Township Budget was offered by Townsend with support from Trustee M. Wahlfield. The motion carried 6-0.

Noting that no comments were received, Townsend offered a motion, with support from Trustee M. Wahlfield, to close the public hearing for the FY 2021 Alpine Township Budget. The motion carried 6-0, with Schweitzer absent.

The Supervisor stated that he is pleased at how the FY 2021 budget looks and that it is balanced. The FY 2021 budget must be adopted no later than June 30, 2020 but he anticipates adoption at the June 15 regular Township Board meeting. Budget amounts can still be re-visited or updated at the next meeting if new information regarding the economy occurs. The Board discussed the rate at which the economy may come back once businesses and industries are allowed to re-open.

2020-54 PUBLIC COMMENT

No public comments were received at this time.

2020-55 COMMISSION REPORTS

Planning Commission: Cordes – The regular May meeting will be held via ZOOM and will take place on Thursday. A proposed cell tower and the Alpine Church Road development project are on the agenda.

Zoning Board of Appeals: Schweitzer – The Board did not meet.

Historical Commission: Schweitzer – The Historical Committee has cancelled all meetings and events until further notice.

Sewer & Water: Madura – The NKSA plant continues to operate successfully in a Grand River flood situation without any overflows. The water improvement project in the Westgate neighborhood will take place this summer.

Parks & Recreation: Scheidel – The Committee did not meet.

2020-55 APPROVAL OF CONSTRUCTION AGREEMENT WITH KENT COUNTY AND EPIC CONSTRUCTION – 4 MILE SIDEWALK PROJECT

Planner Becker provided a memo regarding the 4 Mile Sidewalk project which has been awarded CDBG funds for construction with a cost share provided by the Township in an approximate amount of \$47,946. The Board needs to approve the proposed construction agreement with Kent County and the low bidder Epic Excavating. Board members reviewed the information presented on the project.

A motion was offered by Townsend, with support from Scheidel, to approve the funding of the sidewalk project along the north side of 4 Mile Road NW between Yorkland and Yorkview Drive, to approve the construction agreement with Kent County and Epic Construction, and to authorize the Supervisor to sign the construction agreement on behalf of the Township. The motion carried 6-0, with Schweitzer absent.

2020-56 STAFF AND OFFICE OPERATION UPDATES

The Supervisor stated that he has created a list of internal office procedures. He provided an update on happenings during the last few weeks. Looking ahead to the point when the office will be re-opened he noted that visitors to the office will need to wear facial coverings, observe social distancing, and stay within the office barriers. The Supervisor noted that extra glass barriers have been ordered.

Some staff members continue to work or stay at home due to the virus. The Treasurer stated that the Township should stay on the same trajectory that previously has been taking place and that employees should continue to be paid.

It was the consensus of Board members that Township employees continue to be paid whether they are at home or not until which time the office re-opens and in accordance with executive orders from the Governor.

2020-57 FIRE DEPARTMENT

Board members received the fire run report for April 2020. The Chief explained that firefighters are continuing to take on-line courses to keep up with their training. The Department has adequate supplies at this time as they respond to COVID 19 related calls and have the necessary items to sanitize and clean equipment. To date no Alpine firefighter has been infected by the COVID 19 virus.

2020-58 SUPERVISOR’S REPORT AND BOARD COMMENTS

In response to a question from Trustee Wahlfield the Board brief discussed took place on the progress of getting together information regarding the renovation costs of the Henze building and property into a new Fire Station. The Supervisor noted that virus testing of employees is a future possibility as well as taking temperatures of individuals entering the Township office building.

2020-59 ADJOURNMENT

A motion to adjourn the meeting was offered by Townsend, with support from Cordes. The motion carried 6-0 and the meeting was adjourned at 7:37 pm.

Respectfully submitted,

Jean Wahlfield, Clerk

Greg Madura, Supervisor