

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
DECEMBER 19, 2016**

2016-186 CALL TO ORDER AND APPROVAL OF AGENDA

The Alpine Township Board of Trustees held a regular meeting on Monday, December 19, 2016 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 Jim May, Mike Wahlfield, William Schweitzer, and Ron Cordes.

Townsend noted that the Treasurer's Report and the fund balance sheet are not included in this month's packet and will be completed for next month's packets.

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

2016-187 CONSIDERATION OF VOUCHERS/BILLS

A motion was offered by May, with support from Cordes, to approve the payment of checks and invoices for the period of November 22, 2016 through December 19, 2016 as presented. There was no discussion and the motion carried 7-0.

2016-188 PUBLIC HEARING – K.C. COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR YEAR 2017-2018

Madura informed the Board that the County has allocated CDBG monies to Alpine Township, but does not currently know the amount to be distributed. A request dated December 2, 2016 from Arbor Circle for \$1,000 of CDBG funds to support their services was received.

A motion was offered by Townsend, with support from Trustee Wahlfield, to open the public hearing. Motion carried 7-0.

No comments were received.

A motion was made by Townsend, with support from May, to leave open and table the Kent County development block grant funds for year 2017-2018 public hearing. Motion carried 7-0.

2016-189 PUBLIC COMMENT

Senator Peter MacGregor representing the 28th District and residing at 8209 Vista Royale Lane Rockford, Michigan introduced himself to the new Supervisor offering his cell phone and contact information to the Board. The Clerk inquired about pending Voter ID legislation as well as No Reason AV. The Treasurer requested an update regarding dark stores.

2016-190 COMMISSION REPORTS

Planning Commission: Cordes – Kenowa Hills Public Schools submitted site plans for additions/improvements to be made at Alpine Elementary and the High School. Special land use and site plans were approved for businesses to be located at 4440 Westshire Drive NW and 4500 Alpine Avenue NW.

Zoning Board of Appeals: Schweitzer – Did not meet.

Historical Committee: Schweitzer – On break for the month of December.

Sewer & Water: Madura – The Township received payment from QLF for the NKSA October surcharge invoice. QLF continues to work toward correcting their processes.

Parks & Recreation: Jim May – No meeting was held.

Public Services Committee: Madura – Met with Prein & Newhoff and discussed the capital improvement plan including a financial plan, coordinating schedules with KCRC, sewer maintenance priorities and remaining items to be delivered from the SAW project. A work session with the entire Township Board will be scheduled.

2016-191 CONSIDERATION OF RESOLUTION #16-25 – SET FEES AND CHARGES FOR 2017

The sewer rate has been proposed to be \$80 a quarter per REU. The Public Service Committee has discussed the quarterly sewer rate as part of the SAW grant and the need to set a rate to pay for future sewer system improvements. The Board debated whether a larger quarterly increase now would be a good idea to hold off the need to raise the fee again every year and for how long.

A motion was offered by Townsend, with support from May to set the quarterly sewer rate at \$85 per REU. The motion carried 5-2 in a roll call vote with Jean Wahlfield and Greg Madura dissenting.

A recommendation was received from Enforcement Officer, Bob Devereaux dated 12/07/2016 to eliminate the \$100 open air sales refundable deposit and increase the permit fee from \$50 to \$75. It was also proposed to raise cemetery sales to \$225 for residents and \$425 to non-residents.

A motion was made by May, with support from Schweitzer to approve Resolution #16-25 to set the fees and charges for 2017 with changes. Motion carried 6-1 with Jean Wahlfield dissenting.

2016-192 CONSIDERATION OF RESOLUTION #16-26 – APPOINTMENTS AND DEPOSITORIES FOR 2017

A motion was made by May, with support from Townsend to approve Resolution #16-26 for the appointments and depositories for 2017. Motion carried 7-0.

2016-193 CONSIDERATION OF RESOLUTION #16-27 – ESTABLISH ADMINISTRATION, FEES, & TIERED MAP

A guidance packet dated December 15, 2016 from the Grand Valley Metro Council was reviewed and the Board discussed how billing should be handled for the DAS towers.

A motion was made by May, with support from Townsend to approve Resolution # 16-27 to establish administrative and monthly fees and issue invoices annually and to approve a license and tiered map relative to the issuance of DAS/small cell wireless licenses. Motion carried 7-0.

2016-194 CONSIDERATION OF RESOLUTION #16-28 – MDOT ROW PERMIT FOR UTILITY MAINTENANCE

The Clerk explained that the permit is required annually for work such as utility maintenance/projects to be performed within state highway right of ways.

A motion was offered by Townsend, with support from May, to approve Performance Resolution #16-28 - MDOT ROW permit for utility maintenance. Motion carried 7-0.

2016-195 GRAND VALLEY METRO COUNCIL – ALPINE TOWNSHIP APPOINTMENTS TO COUNCIL

A motion was made by May, with support from Cordes, to appoint Supervisor Greg Madura as the Alpine Township representative to the Grand Valley Metro Council. Motion carried 7-0.

2016-196 DISCUSSION – HOURLY RATE INCREASE FOR DEPUTY CLERK

The Clerk provided a memo recommending an hourly rate increase of .37¢ per hour for the Deputy Clerk. The current rate for the Deputy Clerk is \$14.98 per hour and the increase would be an additional \$307.84 which is within the FY 2017 budget.

A motion was offered by Townsend, with support from May to increase the hourly rate for the Deputy Clerk by .37¢ per hour which is \$15.35 per hour beginning with the January 3, 2017 payroll. Motion carried 7-0.

2016-197 REVIEW PLANNING DEPARTMENT UPDATES AND MEMO DATED DECEMBER 18, 2016

The Board reviewed the memo submitted by the Township Planner addressing three topics. Madura stated that in March 2017 the SAW grant funding and program should be complete. The work session is planned for the entire Board and the Supervisor will set up a time to meeting.

As a result of the recently approved Kenowa Hills bond, Alpine Elementary will be moving forward with improvements and made site plans available at the last Planning Commission meeting.

A light system will be installed at 6 Mile and Fruit Ridge to caution drivers approaching the intersection. Temporary lights have been mounted onto the stop signs until the permanent lighting system is installed. The Board discussed the intersection improvement and traffic concerns on Fruit Ridge Avenue.

2016-198 FIRE DEPARTMENT

The November run sheet was submitted to the Board and the calls are up about 100 from the previous year. The Fire Department has been busy and with part time Fire Fighters that have families and other jobs, more staff is likely needed.

Chief Klomparens was not in attendance and provided a memo "Updates and a Proposal for I.T. Equipment". The training room is in need of IT upgrades at Fire Station #3 and the request is to approve the purchase and installation of a projector and new computer in an amount not to exceed \$1750. The request is within current budget.

A motion was offered by May, with support from Schweitzer, to approve the request for Fire Station #3 training room upgrades in an amount up to \$1750. Motion carried 7-0.

2016-199 PUBLIC COMMENT

No public comment was received

2016-200 SUPERVISORS REPORT AND BOARD COMMENTS

The Supervisor recommended looking into an offsite backup system for the township electronic and computer files. Madura inquired about backup Township representatives when a primary is not available to attend a meeting.

It was the consensus of the Board to have the Township representative that will be absent from a meeting to contact the Supervisor and allow him to find an alternate.

Madura stated that he plans to look into compensation for committee volunteers.

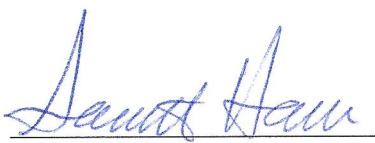
Trustee Schweitzer commented that sidewalks in front of businesses need to be cleaned-up after it snows and the ordinance needs to be enforced.

The Board wished everyone a Merry Christmas and Happy New Year!

A motion was made by May, with support from Townsend to adjourn the meeting. Motion carried 7-0.

The meeting adjourned at 8:25pm.

Respectfully submitted,


Samantha Hanna,
Recording Secretary


Jean Wahlfield, Clerk


Greg Madura, Supervisor