

Updated: October 14, 2009

**PRAIRIEVILLE TOWNSHIP  
REGULAR BOARD MEETING**

**September 9, 2009**

CALL TO ORDER

Supervisor Stoneburner called the meeting to order at 7:01 p.m.

PRESENT: Supervisor Jim Stoneburner, Clerk Jill Owens, Trustee Bill Miller, Trustee Sharon Ritchie and Treasurer Deb Newhouse

Also present 38 guests.

All present pledged Allegiance to the flag and observed a moment of silence for our troops.

APPROVAL OF AGENDA

Motion made by Trustee Bill Miller for the agenda to be approved as amended. Supported by Treasurer Deb Newhouse. All Ayes. Motion carried.

The changes to the Agenda were the following: Add Delton Area EMS Report after Parks Report and Item #7. ZBA.

APPROVAL OF MINUTES

Motion was made by Trustee Bill Miller to approve the minutes of the June 27, 2009 Special Board Meeting as ~~amended-written~~. Supported by Trustee Sharon Ritchie. All Ayes. Motion carried.

Changes: Line #32 change "Trustee Bill Miller" to "Treasurer Vickey Nottingham", line # 44 insert after Procedures "to be given to each Board Member", line # 66 remove "that we", line # 76 remove "our", line #91 change "Trustee Bill Miller to "Treasurer Vickey Nottingham", and line #92 change "Treasurer Vickey Nottingham" to "Trustee Bill Miller".

41

42 Motion was made by Trustee Sharon Ritchie to approve the minutes of the  
43 June 27, 2009 Special Closed Session Board Meeting as written. Supported  
44 by Trustee Bill Miller. All Ayes. Motion carried.

45

46 Motion was made by Treasurer Deb Newhouse to approve the minutes of the  
47 July 7 8, 2009 Special Closed Session Board Meeting as written. Supported  
48 by Trustee Bill Miller. All Ayes. Motion carried.

49

50 Motion was made by Trustee Bill Miller to approve the minutes of the  
51 August 6, 2009 Special Meeting of the Board as amended. Supported by  
52 Trustee Sharon Ritchie. All Ayes. Motion carried.

53

54 Changes in minutes: Insert on line #32, page 7 “Letter to be sent to residents  
55 of Assessment District.”

56

57 Motion was made by Treasurer Deb Newhouse to approve the minutes of the  
58 August 12, 2009 Regular Board Meeting as corrected. Supported by Trustee  
59 Bill Miller. All Ayes. Motion carried.

60

61 Corrections: Add on line #15 “at MTA Conference”; Insert on line#36  
62 “Minutes were presented for June 27, 2009. No Motion made.”; Insert on  
63 line #94 “Trustee Bill Miller requested “Bill Approval List” by Monday  
64 before meeting.” ; Insert on line #204 “regarding fish kill”

65

66 Motion was made by Trustee Sharon Ritchie to have Township Minutes to  
67 provide topic content. Supported by Trustee Bill Miller. Three Ayes by  
68 *Trustee Bill Miller, Trustee Sharon Ritchie, & Treasurer Deb Newhouse,*  
69 Two Nays by Supervisor Jim Stoneburner and Clerk Jill Owens. Motion  
70 Carried.

71

## 72 CORRESPONDENCE

73

74 None

75

## 76 COMMISSIONER’S REPORT by Robert Houtman

77

78 Commissioner Robert Houtman updated on the phosphorus ban for Barry  
79 County. Barry County will try to have a letter that will be able to be inserted

80 with Prairieville Township next tax bill. Barry County Bond Rate was  
81 increased from an “A” to “AA”.

82

83 In the answer to Trustee Biller Miller question at the August 2009 meeting,  
84 the County Commissioner’s do not have a project set up for the Fund  
85 Balance. They use the Fund Balance for building repairs, equipment  
86 replacement and employee raises.

87

88 Trustee Bill Miller thanked Commissioner Robert Houtman for working on  
89 the phosphorus ban.

90

91 PUBLIC COMMENT

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93 Ken Kornheiser is against removing the recycling bin from the Township  
94 Hall. Gary Hayward questioned having minutes from June 27, 2009 for  
95 approval. Rebecca ~~Grey~~ Gray had questions regarding the Township  
96 purchase of a computer, and list of applicants for the position of assessor  
97 assistant. Barbara Cichy requested more information on the minutes.

98

99

100 ASSESSOR’S REPORT by Sheri Armintrout

101

102 None given.

103

104 PARKS COMMISSION REPORT by Jennifer VanOverloop, Vice  
105 Chairperson of Parks Commission

106

107 Jennifer VanOverloop reported that the lock was cut at Center Street Park  
108 and money was stolen. The Parks Commission has fixed the lock and will  
109 be increasing lighting to help security. Gull Lake park gate is in full  
110 operation and new exit signs are ordered. Pine Lake Recreational area ~~will~~  
111 *planning to* have a dog run. *Shawn Dibbald plans to bring a plan to the*  
112 *Parks Commission.* The dog run was donated by area residents. The Eagle  
113 Scout project is complete at the Pine Lake Recreational area.

114

115 DELTON AREA EMS

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117 Report given and filed.

118

119 FIRE REPORTS

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121 Fire Reports were received and filed.

122

123 POLICE REPORT given by Officer Thompson

124

125 Police report was received and filed.

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127 Chief Larry Gentry requested by letter to hire Aaron Lomonaco as a new  
128 police officer for Prairieville Township. Discussion took place. Clerk Jill  
129 Owens moved to hire Aaron Lomonaco as a police officer for Prairieville  
130 Township Police on September 27, 2009 at \$13.00 per hour. Supported by  
131 Trustee Sharon Ritchie. Discussion took place. Trustee Bill Miller had  
132 questions for Chief Larry Gentry. Motion was removed.

133

134 CLERK REPORT

135

136 Clerk Jill Owens stated that the South Crooked Lake Drive Assessment  
137 dated June 12, 2001 had a balance of \$8,508.53. The assessment was  
138 completed and needed to be redistributed to residents.

139

140 Trustee Sharon Ritchie moved to adopt the resolution authorizing refund of  
141 surplus special assessment monies to South Crooked Lake Drive Special  
142 Assessment District No. 01-1 roll. Clerk Jill Owens supported.

143

144 RESOLUTION AUTHORIZING REFUND OF SURPLUS SPECIAL  
145 ASSESSMENT MONIES

146

147 WHEREAS , the Prairieville Township Board did on June 12, 2001.  
148 Confirm the SOUTH CROOKED LAKE DRIVE SPECIAL ASSESSMENT  
149 DISTRICT NO. 01-1 ROLL by which monies in the total amount of \$99,999  
150 were raised by special assessment to finance certain approved improvements  
151 to South Crooked Lake Drive; and

152

153 WHEREAS, said road improvements have been completed and all  
154 special assessment payments for said project been received; and

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156 WHEREAS, there is a surplus of \$8508.53 remaining above all  
157 assessable costs of said special assessment project, which surplus is more  
158 than 5% of the aforementioned special assessment roll; and

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WHEREAS, MCL 41.732 mandates the refund of such surplus monies when they constitute more than 5% of the original roll.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Prairieville Township Board hereby authorize and direct the Township Treasurer to refund said surplus monies on a prorated basis among the properties assessed, such monies to be refunded to the person who are the respective owners of the properties in the special assessment district on the date of the passage of this resolution.

Roll Call Vote:

Aye –Trustee Sharon Ritchie, Trustee Bill Miller, Treasurer Deb Newhouse, Clerk Jill Owens, Supervisor Jim Stoneburner

Nay - None

Resolution passed.

Clerk Jill Owens report was received and filed.

APPROVAL OF BILLS

Bills were presented and discussed. Motion made by Trustee Sharon Ritchie for the bills in the amount of \$19,445.56 to be paid. Supported by Trustee Bill Miller. All Ayes. Motion carried.

*Trustee Sharon Ritchie requested an itemization of attorney fees.*

1. Approval of preliminary 2009 delinquent report from SWBC Sewer & Water Authority to be added to 2009 December tax roll.

Clerk Jill Owens moved to approve the preliminary 2009 delinquent report from SWBC Sewer & Water Authority to be added to 2009 December tax roll. Supported by Trustee Bill Miller. All Ayes. Motion Passed.

2. Resolution for request for Liquor License for 15450 M43 Highway

**RESOLUTION**

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At a Regular Board Meeting of the Prairieville Township Board of Trustees called to order by Supervisor Jim Stoneburner on September 9, 2009 at 7:00 P.M.

The following Resolution was offered:

Moved by Clerk Jill Owens and supported by Trustee Bill Miller

**That the request from**

be considered for CHRISTOPHER FURLONG AND KARYN FURLONG, PIZZA N MORE, LLC, FOR A NEW CLASS C, SDM, SDD, DANCE-ENTERTAINMENT, AND OUTDOOR SERVICE LICENSE PERMIT TO BE LOCATED AT 15450 M-43 HWY, PRAIRIEVILLE TOWNSHIP, BARRY COUNTY. **“ABOVE ALL OTHERS”**

**APPROVAL**

Yeas: Trustee Sharon Ritchie, Trustee Bill Miller, Treasurer Deb Newhouse, Clerk Jill Owens, Supervisor Jim Stoneburner

Nays: None

Absent: None

216 It is the consensus of this legislative body that the application be: Recommended for  
217 issuance.

218  
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220  
221

State of Michigan  
County of Barry

222 3. Hire Assessor Assistant

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224 Supervisor Jim Stoneburner stated that a committee of three, Treasurer Deb  
225 Newhouse, Sheri Armintrout, Assessor and himself interviewed five  
226 applicants of the seventeen that had applied for the position. They  
227 recommended Lynne Serfling, Vince Baird, and Dennis McKelvey.

228

229 Sheri Armintrout stated she preferred Vince Baird or Lynne Serfling.

230

231 *Trustee Bill Miller asked if anyone checked references.*

232

233 Trustee Sharon Ritchie stated she called the references on Dennis McKelvey  
234 and Lynne Serfling. She received negative reviews for Dennis McKelvey  
235 and positive reviews for Lynne Serfling. She stated that Vince Baird had  
236 references in letter form.

237

238 Trustee Sharon Ritchie also stated that the assessor assistant does not need to  
239 have training by the State of Michigan or BS&A, since the assessor assistant  
240 will be working under the direction of the assessor.

241 Trustee Sharon Ritchie moved to hire Vince Baird, conditionally upon a  
242 positive report from said references, for the rate of \$18.00 per hour.

243 Supported by Treasurer Deb Newhouse. All Ayes. Motion carried.

244

245 Trustee Bill Miller moved that a description for the position of assessor  
246 assistant will be presented at the October Regular Board Meeting.

247 Supported by Trustee Sharon Ritchie. All Ayes. Motion carried.

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#### 249 4. Change email addresses

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251 Clerk Owens stated that Prairieville Township Board should have  
252 Prairieville Township email address for ease of printing. Discussion took  
253 place. All Board members agreed.

254

#### 255 5. Stimulus Update

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257 Discussion took place regarding plan presented by Trustee Sharon Ritchie  
258 from Mika Meyers Beckett & Jones PLC for new Township Hall, Police  
259 Station and/or Fire Station. The stimulus package may allow Prairieville  
260 Township a low interest rate of 4.375%. She wanted to know if she should  
261 proceed with the project.

262

263 Clerk Jill Owens stated at this time Prairieville Township may not have the  
264 funds to consider this issue any further. We have to verify that our assessing  
265 is up to date and no extra fees will be needed in the near future. She  
266 recommended that the Board look into a five year plan for this type of  
267 projects or similar projects.

268

269 Clerk Jill Owens moved she would research on how to start a five year plan  
270 and present her finding at the October 2009 meeting. Supported by Trustee  
271 Miller. All Ayes. Motion carried.

272

273 6. Resolution adopting the Prairieville Township Parks and Recreation  
274 Master Plan 2009-2014  
275  
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277 **RESOLUTION ADOPTING THE PRAIRIEVILLE TOWNSHIP**  
278 **PARKS AND RECREATION MASTER PLAN 2009-2014:**  
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283 WHEREAS, the Parks Commission of Prairieville Township has undertaken a  
284 Five Year Parks and Recreation Plan which describes the physical features,  
285 existing recreation facilities and the desired actions to be taken to improve and  
286 maintain recreation facilities during the period between 2009 and 2014, and  
287

288 WHEREAS, the Parks Commission of Prairieville Township has developed the  
289 plan for the benefit of the entire community and to assist in meeting the  
290 recreation needs of the community, and  
291

292 WHEREAS, public comment sessions were held March 25, 2009 and June 30,  
293 2009 at Prairieville Township Hall to provide an opportunity for citizens to  
294 express opinions, ask questions, and discuss all aspects of the Recreation Plan,  
295 and  
296

297 WHEREAS, after a 30-day draft plan public review period, the Parks Commission  
298 of Prairieville Township voted to adopt said Recreation Plan.  
299

300 NOW, THEREFORE BE IT RESOLVED the Township of Prairieville Board of  
301 Trustees hereby adopts the Prairieville Township Parks and Recreation Master  
302 Plan 2009-2014 as a guideline for improving recreation for the residents of  
303 Prairieville Township.  
304

305  
306 Yeas: Trustee Bill Miller, Treasurer Deb Newhouse, Clerk Jill Owens,  
307 Supervisor Jim Stoneburner  
308 Nays: Trustee Sharon Ritchie  
309 Absent: None  
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311 Resolution passed  
312

313 7. ZBA  
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315 Trustee Sharon Ritchie moved that Attorney Sparks is contacted Thursday,  
316 9/10/2009, to confirm timeline to rehear the two cases heard at the ZBA  
317 meeting September 2, 2009. Citizens should be contacted 9/10/2009 to  
318 share that due to improper noticing they have the opportunity to have their  
319 case reheard at the October 7, 2009 meeting (if this meets legal requirement  
320 – not place proper date). If they chose to participate in the October 7, 2009  
321 (or legal date), their information will be in the published notice for that

322 meeting, too. ZBA members should be notified 9/10/2009 regarding the  
323 outcome of conversation with citizens based on attorney input for  
324 replacement meeting date. Supported by Trustee Bill Miller. All Aye.  
325 Motion passed.

326

327 **POLICE REPORT**

328

329 Officer Bill Thompson stated that Chief Larry Gentry is not available. He  
330 also stated that the Township patrols were down, because the department  
331 was down an employee.

332

333 Clerk Jill Owens moved to hire Aaron Lomonaco on September 27, 2009 for  
334 \$13.00 per hour as a police officer for Prairieville Township. Supported by  
335 Treasurer Deb Newhouse. Four Ayes and Trustee Bill Miller Nay. Motion  
336 passed.

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338 **PUBLIC COMMENT**

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340 Barb Cichy had questions on September 2, 2009 meeting. Rebecca Gray  
341 requested information.

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343 **BOARD COMMENTS**

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345 **SUPERVISOR STONEBURNER**

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347 None given.

348

349 **TREASURER DEB NEWHOUSE**

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351 None given.

352

353 **CLERK JILL OWENS**

354

355 None given.

356

357 **TRUSTEE SHARON RITCHIE**

358

359 Trustee Sharon Ritchie handed out a report and information on the MTA  
360 Conference that she attended. She had a memo that had an old Board

361 member on it and would like to have it updated. She would like all Board  
362 members to get a copy of approved minutes.

363

364 *Trustee Sharon Ritchie asked about Barry County Road Commissioner*  
365 *report on Boniface Point. Supervisor Jim Stoneburner tabled until October*  
366 *meeting.*

367

368 TRUSTEE BILL MILLER

369

370 Trustee Bill Miller requested that the Tahoe would be on the agenda for  
371 October 2009. He inquired on the testing of black mold in the Township  
372 office. He requested that we go over budget items at the October 2009  
373 meeting, with special look at Revenue Sharing and Lawyer Fees.

374

375 Trustee Sharon Ritchie moved to adjourn the meeting. Supported by Trustee  
376 Bill Miller. Supervisor Jim Stoneburner adjourned the meeting without  
377 objection at 10:30 pm.

378

379 Respectfully Submitted,

380 Jill Owens, Clerk

381