

Updated: December 9, 2009

**PRAIRIEVILLE TOWNSHIP
REGULAR BOARD MEETING**

October 14, 2009

CALL TO ORDER

Supervisor Stoneburner called the meeting to order at 7:00 p.m.

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

Also present 65 guests.

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion was made by ~~Treasurer Deb Newhouse~~ *Trustee Sharon Ritchie* to approve the minutes of the September 9, 2009 Regular Board Meeting as amended. Supported by ~~Trustee Sharon Ritchie~~ *Trustee Bill Miller*. All Ayes. Motion carried.

Changes:

Line #42 change "written" to "amended", Line #46 "7" to "8", Line # 66 add "Trustee Bill Miller, Trustee Sharon Ritchie, & Treasurer Deb Newhouse", Line # 80 Remove "er" off of "Biller", Line #92 change "Grey" to "Gray", Line #107 change "will" to "planning to", Line #108 Add "Shawn ~~Dibald~~ *Diebold* plans to bring a plan to the Parks Commission.", Line # 182 add "Trustee Sharon Ritchie requested an itemization of attorney fees.", Line #223 add "Trustee Bill Miller asked if anyone checked

41 references”, and Line #354 Add “Trustee Sharon Ritchie asked about Barry
42 County Road Commissioner report on Boniface Point. Supervisor Jim
43 Stoneburner tabled until October meeting.”

44

45 Treasurer Deb Newhouse moved to approve September 24, 2009 Special
46 Board Meeting. Supported by Trustee Sharon Ritchie. Ayes: Supervisor
47 Jim Stoneburner, Clerk Jill Owens, Trustee Sharon Ritchie and Treasurer
48 Deb Newhouse Nay: Trustee Bill Miller Motion Carried.

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50 Changes:

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52 Line #27 “Pledged” to “Pledge”, #15 add “was out of town”

53

54 CORRESPONDENCE

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56 Trustee Bill Miller stated he had an email in his mail box. Clerk Jill Owens
57 read an email from Professional Lake Management regarding exotic weeds
58 in Upper Crooked Lake.

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60 COMMISSIONER’S REPORT by Robert Houtman

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62 Commissioner Robert Houtman reported that the Barry County Board of
63 Commissioners will hold a Budget Hearing on October 27, 2009. The
64 Board had requested two percent decrease from all County Departments.
65 They worked hard to balance budget without any lay off or furloughs.

66

67 The Board of Commissioners passed the “Resolution requesting Michigan
68 Legislature to adopt state-wide ban on use of residential fertilizers
69 containing phosphorous”. They are working on pamphlets for Barry County
70 residents and lawn care companies.

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73 PUBLIC COMMENT

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75 Dave Gray had a complaint against Officer Thompson. Gary Hayward
76 stated he could not see ~~were~~ where the computer was purchased from the
77 reports that had been FOIA requested. Rebecca Gray complained that she
78 was charged for blank pages for FOIA request. Justin Cook inquired about
79 Chief Gentry losing a taser ~~taiser~~. Shane Riley had complaints regarding
80 neighbor house and Zoning Board of Appeals meeting. Sharon Ford

81 reminded the Board that the Township can not pay for any “recall” attorney.
82 Shane Riley had a question on Zoning Administrator. ~~Even~~ Yvonne Gabos
83 wanted the recycle bin back.

84

85 ASSESSOR’S REPORT by Sheri Armintrout

86

87 Sheri Armintrout, Assessor stated Vince Baird started September 30, 2009
88 and is working on 34 parcels. *Assessor Armintrout stated Assessor Assistant*
89 *did not need a license for his tasks.* She has been working on loading
90 photographs into the BS&A Software program for assessors.

91

92 PARKS COMMISSION REPORT by Jennifer VanOverloop, Vice
93 Chairperson of Parks Commission

94

95 Jennifer VanOverloop reported that the automatic sign at Gull Lake works at
96 now. *Credit cards are working with the machine.* The Parks Commission
97 will be discussing the Smart Cards at their next meeting. All porta-potties at
98 the parks will be handicap accessible next year. *Parker Road Park will be*
99 *closed until December 31, 2009 due to poaching concern.* The five year
100 plan is done and the Commission will be applying for Grants.

101

102 DELTON AREA EMS

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104 Report given and filed.

105

106 FIRE REPORTS

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108 Fire Reports were received and filed.

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110 POLICE REPORT given by Officer Thompson

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112 Police report was received and filed.

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114 TREASURER REPORT

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116 Treasurer Deb Newhouse presented a Treasurer Report. She stated that the
117 Township had a CD at National City Bank that will be due on October 14,
118 2009. She gave us a report with interest rates from different banks, and
119 explained that National City CD interest rate .35% and Hastings City Bank
120 CD interest rate was 1.40%.

121
122 Trustee Sharon Ritchie moved to transfer CD at National City to Hastings
123 City Bank for higher interest rate of 1.40% for twelve months. Supported by
124 Clerk Jill Owens. All Ayes. Motion carried.

125

126 CLERK REPORT

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128 Clerk Jill Owens presented a report with recommended Budget Changes.
129 Trustee Bill Miller requested that the budget changes come from individual
130 overage uses instead of Budgeted from Fund Balance. Discussion took
131 place.

132

133 Clerk Jill Owens moved to credit the following accounts budgets 101-247-
134 960.000 Board of Review Education and Training \$180.00, 101-276-
135 975.000 Cemetery Bldg Add & Improve Cressey \$800.00, 101-301-702.400
136 Police Department Reserve Officer \$200.00, 101-301-702.100 Police
137 Department Officer Wages \$1,000.00, 101-371-814.100 Building and
138 Zoning Dept Additional Zoning Cost \$5,000.00, 101-400-702.000
139 Planning/Zoning \$500.00 and debit the follow accounts budgets 101-000-
140 696.302 Budgeted from Fund Balance \$1,948.00, 101-010-801 Legal fees
141 \$5732.00. Supported by Treasurer Deb Newhouse. All Ayes. Motion
142 Carried.

143

144 Trustee Sharon Ritchie stated she had a meeting with Brad Pratt of Burnham
145 & Flower Insurance Group. He stated we should have an audit of Workers
146 Compensation Insurance and that the Accident Fund Insurance Company
147 stated that they should be informed on the individual employee change.
148 Clerk Jill Owens stated she was in the process of doing an audit and has
149 been in contact with Accident Fund. Clerk Jill Owens did not know of any
150 requirements to inform the insurance company of an “individual employee
151 name change”.

152

153 *Discussed health insurnace change and tabled to a later date.*

154

155 APPROVAL OF BILLS

156

157 Bills were presented and discussed. Clerk Jill Owens stated that Supervisor
158 Jim Stoneburner stated that Ford Point Road had adjustments to be made and
159 wanted to remove Heystek from bills for this month. Motion made by

160 Trustee Bill Miller for the bills in the amount of \$28,269.73 to be paid.
161 Supported by Trustee Sharon Ritchie. All Ayes. Motion carried.

162

163 1. 457 Pension Plan – Nationwide

164

165 Lyn Bright, Burnham & Flower Insurance Group presented a plan for the
166 Township to all employee and volunteers and pension plan at no cost to the
167 Township. No minimum employee participation and very little Township
168 time.

169

170 Treasurer Deb Newhouse moved to set up a 457 Pension plan for our
171 employees. Supported by Trustee Bill Miller. All Ayes. Motion passed.

172

173 2. 911 Committee – MTA

174

175 Clerk Jill Owens stated at the last Barry County Michigan Township
176 Association meeting, they announced that the two MTA representatives
177 for the 911 Commission will have openings in January 2010. They
178 requested nominations from the Townships in the past and have not been
179 successful. They ~~are strongly~~ request the Townships to volunteer. Clerk
180 Jill Owens stated she would volunteer if she had the backing from
181 Prairieville Township Board. Trustee Sharon Ritchie stated she felt the
182 Clerk already has issue with time and not sure the Township should
183 volunteer. Clerk Jill Owens stated it would probably take approximately
184 ten ~~hour~~ hours from the Township a month, but she feels that Prairieville
185 should have representation from Prairieville and no one else will
186 volunteer.

187

188 Trustee Bill Miller moved to nominate Clerk Jill Owens for Barry County
189 911 Commission as representative of Barry County Michigan Township
190 Association. Supported by Treasurer Deb Newhouse. Ayes: Trustee Bill
191 Miller, Treasurer Deb Newhouse, Clerk Jill Owens, and Supervisor Jim
192 Stoneburner Nays: Trustee Sharon Ritchie. Motion carried.

193

194 3. Capital Improvement Plan

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196 A report from James White of Mika Meyers Beckett & Jones PLC regarding
197 Capital Improvement Planning and story from Michigan Township News
198 “From Visions to Reality: An Overview of the Strategic Planning Process”
199 was handed out to the Township Board. Discussion took place regarding

200 MTA class on November 6, 2009 and MTA Convention in Grand Rapids in
201 winter 2010.

202

203 4. Planning & Zoning Commission Appointments

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205 Clerk Jill Owens has been researching the dates of commissions for Planning
206 Commission. The Commission expiration dates have not been kept track of
207 over the past, so they need to be reset.

208

209 Trustee Sharon Ritchie moved to appoint the following to the Planning
210 Commission with expiration dates noted: Ken Eddy - January 1, 2012,
211 Denny Dyer - January 1, 2012, Dave Federinko - January 1, 2010, Joe Tobin
212 - January 1, 2010, Norma Nichols – January 1, 2011, and Gerry
213 VanderPloeg - January 1, 2011. Supported by Treasurer Newhouse. All
214 Ayes Motion Carried.

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216 PUBLIC COMMENT

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218 Beverly Remington requested headstone repair to Cressey Cemetery *for free*.
219 Gary Hayward stated the ~~Delton~~ *Climax-Scott Rotary does fix cemeteries*
220 *cemetery's headstones and we should get be in contact with them*. Sharon
221 Ford had a FOIA request. Rebecca Gray ~~FOIA request~~ *requested FOIA*
222 *information. Evon Yvonne Gabos wants recycling to continue at the*
223 *Township. Shane Riley stated her objection to ZBA not being added to*
224 *agenda. Barb Cichy stated that FOIA request for five assessor assistants*
225 *has not been fulfilled. Barb Cichy also discussed denial to subscription*
226 *request. Sue Newkirk said we need to work together for the good of the*
227 *community and help everyone. Justin Cook expressed concern for lost taser*
228 *again. Shane Riley asked why Ordinances were not available until July*
229 *2009.*

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231 BOARD COMMENTS

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233 SUPERVISOR STONEBURNER

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235 Supervisor Jim Stoneburner stated he checked out Boniface Point and had
236 the road request from Barry County Road Commission. He stated it will be
237 an issue of the Township Board next Budget on fixing the road. *Supervisor*
238 *Jim Stoneburner and Trustee Sharon Ritchie handed out Assessor Assistant*
239 *Job Descriptions for discussion at next meeting.*

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TREASURER DEB NEWHOUSE

None given.

CLERK JILL OWENS

None given.

TRUSTEE SHARON RITCHIE

Trustee Sharon Ritchie gave a report on the Employee Policy Committee. She stated she has changed her email address per Township request. She requested for the next Township Regular Meeting the following: Census Report, ZBA, Attorney Procedure, *Planning Consultant Procedure*, Who is the Township, Republic Recycle, Spending Procedure for CRT, *and CRT policies.*

TRUSTEE BILL MILLER

Trustee Bill Miller moved to refund Rebecca Gray \$176.00 for FOIA request. Supported by Trustee Sharon Ritchie. All Ayes. Motion Carried.

Trustee Bill Miller asked about Revenue Sharing and impact on Budget.

Trustee Bill Miller moved to change the price on Tahoe from \$5000.00 to \$3250.00. Trustee Sharon Ritchie supported. All Ayes. Motion Carried.

Trustee Bill Miller reported the Drain commissioner ran the Pine Lake Pump on October 5, 2009 for an hour. He also requested the Recycle issue on the agenda in November. *Trustee Bill Miller asked that we discuss PCI at the November meeting.*

Clerk Jill Owens moved to adjourn the meeting. Supported by Treasurer Deb Newhouse. Supervisor Jim Stoneburner adjourned the meeting without objection at 10:26 pm.

Respectfully Submitted,
Jill Owens, Clerk