

**PIERSON TOWNSHIP**  
**Board Meeting Agenda**  
**January 21, 2020**

7:00 pm

- A. Meeting
  - 1. Call to order
  - 2. Pledge of Allegiance
  - 3. Invocation: Rich Vance
  - 4. Roll Call
- B. Meeting Agenda: additions/deletions/approval.
- C. Consent Agenda

*All matters listed under the Consent Agenda are considered to be routine in nature and will be approved under one blanket motion.*
- D. Presentation of Accounts
  - 1. Treasurers Report
- E. Correspondence
- F. Guest Speakers
  - Joe Stapleton & Stephania Ripley RE: Zoning of 1246 N. Whitefish Rd.
- G. Public Comments: *Pierson Township residents only (stand, state name address and a Board member will call on you).*
- H. New Business:
  - 1. Public Participation Policy.
  - 2. Rescind motion made on April 9, 2019 regarding roll call: Order of Roll call in seating order for consistency. Motion by Burkholder, 2<sup>nd</sup> VanTil, Roll Call yes, Gould, Hyrns, VanTil, Burkholder Scheuermann.
  - 3. Salary Resolutions for the 2020-2021 Fiscal Year: 2020-01 Clerk, 2020-02 Supervisor, 2020-03 Treasurer and 2020-04 Trustee.
  - 4. Rescind Purchase Order Policy, for purchasing Supplies ~ Purchase Order Form for approval by board. Motion made January 8, 2019 by Gitchel 2nd: Gould Roll Call: Yes: Gould, VanTil, Gitchel, Scheuermann, Hyrns.
    - \* New policy to be prepared in the Policy Manual under review.
  - 5. New committee for consideration: Community & Economic Growth
  - 6. Township drop box
  - 7. Fire Contract's Expiration (Howard City February 28/Village of Sand Lake March 30)

I. Open Items:

1. Dispute Update: Big Whitefish & Little Whitefish Lake Association \*Closed session for Attorney Memo.
2. Planning Commission: Master Plan (waiting period – no action)
3. Jay Bassett Land Donation.
4. Zoning Update.
5. Education Update(s).

J. Committee Reports (*reports reflecting dates only are on the consent agenda*):

- Road Committee Meeting – April 15, 2020 at 7 pm
  - Approval of Chloride Contract \$27,672.98
  - Road Signs for Pierson Township.
  - Committee Recommendation
  - List of proposed projects for (budget) Board Consideration
- Parks & Recreation Meeting – April 16, 2020 at 5 pm
  - 2020 P&R Budget recommendations
  - Committee Recommendation

K. Public Comments

L. County Commissioner – Tony Sorensen

M. Announcements and Board Comments

- Township Board Budget Meeting on February 25, 2019 at 5 pm.
  - Absentee Voter Applications are available online for the March 10 Presidential Primary. Stop by the Township Hall during office hours T-Th 9am-2pm, request an application contact Clerk Sara Burkholder at [clerk@piersontwp.org](mailto:clerk@piersontwp.org) or a link to the online version will be on the website: [www.piersontwp.org](http://www.piersontwp.org) under the Elections tab. Ballots will be available for delivery after January 25, 2020.

N. Adjournment

# PIERSON TOWNSHIP

## Consent Agenda

January 21, 2020

### For Approval:

1. Pierson Township Board Meeting Minutes from December 10, 2019.
2. Pierson Township Board Meeting Minutes from December 17, 2019.
3. Pierson Township Special Meeting Workshop Minutes from January 9, 2020.
4. Addition of summary of the Consent Agenda from Meetings dated:

**September 10, 2019:** Pierson Township Meeting Minutes from August 13, 2019, Budget Amendments 809 Treasurer Supplies 101-253-727.0000 to Newsletter publishing 101-101-900.001 \$580.42, BA 810 Contingency 101-101-900.001 to Supplies Township Board for \$47 for MTA Trustee Literature, BA 811 Election (General) 101-262-802.001 to 101-262-729.000 for Computer/software support, BA 821 Contingency 101.101.900.001 to Township Miscellaneous Expenses 101.290-956.000 (taxes billback) \$164.40, BA 823 Wages for Clerk/Treasurer 230-450-818.001 \$1,460, BA 824 Wages for Clerk/Treasurer 230-450-818.001 \$300, BA 826 Professional Fees – General 230-450-818.001 Reimbursements for Special Assessments \$6,384.87, BA 837 Contingency 100-900-900.001 to Website Setup/Maintenance 101-101-820.001 \$113.05, Register of Warrants/Checks dated August 13, 2019 through August 31, 2019, invoices to be paid from General Fund 513 Montcalm Road Commission \$4,495.39 Seal Coating Ashely Court (W. County line east to end), 514 Montcalm County Road Commission \$9,538.94 Machine Wedge and Seal (Rice Lade – Amy School east to end), 500684051 Wix Website Hosting \$113.05 (2 yrs), 545 Montcalm County Road Commission \$5,625 for 50 hours of ditching local roads, 100562 Siegfried Crandall \$5,400 Auditing Services, 2323 Heckman & Son \$800 mowing contract for August. Big Whitefish Lake Account 197289 PLM Lake & Land Management \$1,495, 197711 PLM Lake & Land Management \$750 and 197469 for \$2,395 BWL Lake Weed Treatments, Assessor Activity Report, Zoning Report not available,

**Consent Agenda from October 8, 2019:** Board Meeting Minutes from September 10, 2019: Budget Amendments BA 838 101-703-880.000 Community Promotion from Contingency 101-900-900-001 for \$200, Election GL 101-262-802.001 to 101-262-728.003 Elections Postage for \$70, BA 848 Hall Rental Refunds 100-101-957.000 from contingency \$350, Register of warrants/Checks dated September 10 to October 8, 2019, invoices to be paid from general fund: Inv 582 Montcalm County Road Commission \$2,000 for spray brush on local roads, Inv 604 \$9,225 for final chloride treatment, Invoice 636638 to Mika Meyer for \$2,656 for LWL Special Assessments/Bassett/Zoning; Inv 2685-919 Michigan Municipal League \$200 for Worker's Compensation, From Little Whitefish Account #2 for Clerk \$750 administrative fees (meeting 1 and mailers), #3 for \$750 for administrative fees (meeting 2 & mailers); Inv 581 to Montcalm Road Commission for Seal Coat Lindy Sue Lane \$21,670 (Association paid in advance #1163), Assessor Report, Zoning report not available at meeting.

**Consent agenda from November 12, 2019:** Pierson Township Board Meeting Minutes from October 8, 2019, Pierson Township Special Meeting Minutes from October 17, 2019, BA 868 Planning Commission Budget Amendments, Correspondence, Register of Warrants/Checks dated October 8, 2019 – November 12, 2019, Invoices to be paid from the General Fund: 24714 to Mika Meyers \$1,339.50 for LWL SAD/Bassett/Zoning, 126462 to BS&A \$841.00 for the Tax System Annual Fee, 627 to Montcalm County Road Commission \$16,478.00 for Limestone/Cannonsville/Bass Lk, from the Big Whitefish Account 18226 for \$19,400.00 as Prepayment for 2020 Season Treatments (3% discount), Assessors Report and Zoning Report (verbal 2 home permits & 2 pole barn permits, Snow plowing contract 2019-20, Lisa Vargaz Elburn no longer on the Planning Commission for Master Planning.

### 5. Budget Amendments:

#884 Zoning Computer Support (new GL) \$284.00

#889 Township Hall Wages GL 101-265-704.000 \$100 (i.e. sign, building maintenance, etc.) from Contingency 101-900-900.001

#890 Planning Commission Wages 101-721-703-004 \$600; Supplies Planning Commission 101-721-727.000 \$163.71, Social Sec/Medicare 101-721-870.000 \$87.00, Publishing 101-721-900.000 \$338.80 for Master Plan; total \$1,249.51 from Contingency 101-900.900.001.

**6. Consideration of bills:**

a. Register of Warrants/Checks dated **December 5, 2019 – January 21, 2020**

b. Invoices to be paid from the General Fund:

Inv. #4	Sand Lake Fire in the amount of \$10,250.00
29656	Underwood Distributing (Copier maintenance) \$603.26- \$82.34 CR = \$590.92
488160	MTA – Policy Book (literature/Twp) \$34.50

7. Correspondence (No action required)

**8. Committee Report/Dates:**

➤ Planning Committee: April 16, 2020 at 7 pm

➤ Zoning Board of Appeals: Appointments by request.

➤ Board of Review: March 3 Organizational meeting from 2pm-3pm,  
Monday, March 9 from 9a-12p and 1p-4p and  
Wednesday, March 11 from 1p-4p and 6p-9p

➤ Sewer Advisory Committee – Montcalm County Drain Commissioner to schedule.

➤ Montcalm County Commissioners Meeting: January 27, 2020 at 6:00 pm

➤ Solid Waste Committee – No meeting scheduled.

➤ Road Committee – April 15, 2020 at 7 pm

➤ Election Committee:

➤ Presidential Primary will be March 10, 2020 and State Primary (State, County and Local positions on August 4, 2020, General Election November 3, 2020). *An additional election may be added (May 5, 2019).*

9. **Assessor's Activity Report:** Update name & address files for corrections/changes: 8, respond to realtor and appraisal calls/emails with copies of record cards: 4; return calls various issues: 7; in person meetings with property owners (various issues) 9; end of December delivery of PTA: 15; Review and enter PRE:11; Discuss with owners land division applications: 2; field work of new construction & update photos & data: 27; special meeting for zoning (Stapelton); prepared Personal Property statements for KCI printing & mailing; December Board of Review meeting: reviewed and approved 5 petitions; completed response to Michigan Tax Tribunal for Farmer petition of protest.

10. **Zoning Report:** garage & pole barns 2 and complaints 2.

11. Sand Lake Fire Report

12. Howard City November Fire Report

13. BWL/LWL Sewer Reports