

PIERSON TOWNSHIP
Board Meeting Minutes
April 9, 2019

7:00 pm

- I. Call to order: 7:00 pm
- II. This meeting will be recorded.
- III. Pledge of Allegiance
- IV. Invocation: Pastor Steve Swanson
- V. Roll Call
Present: Gould, Hyrns, VanTil, Burkholder, Scheuermann
- VI. Approval of Meeting Agenda and Addendum
Motion: Burkholder
2nd: VanTil Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann
- VII. Approval of Consent Agenda, approval of minutes from March 12, 2019 and presentation of bills.
Motion: Burkholder
2nd: Gould Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann

Approval of minutes from Budget Meeting on March 29, 2019, noting that Dan Buyze is willing to be an alternate for the Board of Review.
Motion: Burkholder
2nd: Gould Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder No: Scheuermann
- VIII. Guest Speakers
 - a. Bill Grice – LWL
 - b. Alexandra Larson and Lisa Plowner- Aflac
 - c. Dan Buyze - BWL Special Assessment
 - d. Dan Buyze - BWL Fireworks Application
Board approved motion for Supervisor to sign BWL Fireworks Application for 2019.
Motion: Burkholder
2nd: Hyrns Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann
 - e. Kathi Coffin and Al Cumings – School Bond
- IX. Correspondence
 - a. Montcalm Chapter of the Michigan Township Association (local chapter) dinner meeting on April 16, 2019. Maple Valley and Pierson sponsoring.
- X. Presentation of Accounts by Treasurer

XI. Public Comments

Bill Grice of Little Whitefish Association, Dan Buyze, President of Big Whitefish Association and Mark Reinhart discussed with Tom Porter, Montcalm County Commissioner and Trustee Scheuermann the Dispute Update for Little Whitefish Lake Association and Big Whitefish Lake Association's assist request to resolve issues of mismanagement of the Sewer District Fund by Montcalm County.

XII. New Business:

- a. Order of Role Call – Seating order for consistency.
- b. Define Non-Statutory duties and Advisor Costs: to be addressed and delegated at later meeting.
- c. Membership to Michigan Township Association:
Reinstate the membership to the Michigan Township Association (MTA) for the remainder of the current year at a prorated amount of approximately \$580 and add the line item for Board Memberships to the 2019-20 year with the estimates yearly dues of \$2,400.00.
Request the MTA assign a contact person for Pierson Township. Emailed questions will have responses sent to the entire Board from MTA.
Motion: Burkholder
2nd: VanTil Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann
- d. Resolution 2019-06 for the PA-116 application for Farmland Preservation Program for Lyle Frahm in Pierson Township Property #59-032-007-25 and #59-015-029-020-00 to be sent to Lansing for final approval.
Motion: Burkholder
2nd: VanTil Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann
- e. Clerk to prepare township meeting agendas and agenda packets as part of non-statutory duties.
Motion: Burkholder
2nd: Gould Roll Call: Yes: Gould, Burkholder Scheuermann No: Hyrns, VanTil
- f. Clerk's office to continue consultation with R. Gitchel former Clerk until such time Clerk feels it is no longer needed.
Motion: Scheuermann
2nd: Gould Roll Call: Yes: Gould, Burkholder, Scheuermann No: Hyrns, VanTil
- g. Budget Discussion
Motion to Rescind General Appropriations Act Resolution 2019-05 for corrections and adopt General Appropriations Act Resolution 2019-07
Motion: Burkholder
2nd: Scheuermann Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann
- h. Approval of Road Commission Contract 2019 Local Road/Bridget Contract for Culvert replacement on Kimball Road between Dagget Rd and Bass Lake Road in the amount of \$1,245.
Motion: Scheuermann
2nd: Burkholder Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann
- i. Year End Budget Amendments Exhibit "A"
Motion: Burkholder
2nd: Scheuermann Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann

XIII. Open Issues:

- a. Approval of the Special Assessment Policy “revised draft dated 4/5/19” prepared by Mika Meyers, Township Attorney: Treasurer has concerns about fees for Treasurers office. Tabled until next meeting.
- b. Approval of Resolution One for Big Whitefish Lake Special Assessment. Tabled until resolution of Treasurers office concerns. Noted: First Public Hearing is scheduled for June 11, 2019 at 7 pm at Pierson Township Hall.
- c. Move forward with Gitchel motion approved at June 12, 2018 to have Mika Meyers create a fee/fines structure for Zoning Violations for review by Zoning Administrator within 15 days.
- d. Policy to have mileage reimbursements submitted to the Clerk’s office the last Thursday, prior to the last Tuesday of each month. Failure to do so, results in forfeiture of mileage reimbursement.
Motion: Burkholder
2nd: Gould Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann
- e. Policy for Purchase Orders (Supervisor) After receiving purchase order request Supervisor must print budget balance of GL (general ledger) number(s) prior to approval of purchase order and attach to all copies or purchase order.
- f. Addition to Credit Card Policy Res. 2017-06: tabled until June 2019 meeting for review.
- g. Township Policies and Procedures: Per MTA the Supervisor is the township’s agent for transacting all legal business.
- h. FOIA request from Rhoades & McKee on March 29, 2019: response on April 5, 2019 by Trustee/FOIA Coordinator Gould.
- i. 2016 Presidential Election disposal/Emily FOIA – Mika Meyers (Mark Nettleton) advised of the right to appeal the determination under MCL 15.240a(1)(b) which is 45 days after last notice, or the appeal of denial in the circuit court within 180 days of denial by the public body, per MCL 15.240(1)(b). Based on his review, to use the highest appeal date of 180 days, which expired on March 11, 2018, the documents may be destroyed.
- j. Application for Exemption of Real and/or Personal Property Update:
Mika Meyers office is awaiting information from Supervisor to proceed.
- k. Tax collection directly at Independent Bank branch offices.
Motion: Hyrns
2nd: Gould Roll Call: Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann

XIV. Committee Reports:

- a. Planning Committee – April 18, 2019 at 7:00 pm.
- b. Zoning Board of Appeals – No scheduled meeting
- c. Sewer Advisory Committee – March meeting postponed. Sandy Raines to reschedule.
- d. Solid Waste Committee – No meeting scheduled.
- e. Road Committee – April 17, 2019 at 7:00 pm
- f. County Commissioner – Tom Porter

- g. Election Committee – Upcoming Tri County Area Schools Bond Proposal Election on Tuesday, May 7, 2019. Election Commission Meeting Tuesday, April 16, 2019 at 11:00 am at the Township Hall.
- h. Board of Reviews – no meeting scheduled
- i. Parks & Recreation Meetings - April 11, 2019 and May 14, 2019 each at 5:00 pm
- j. Fire Committee – Bill Grice or Orvin Moore
- k. Assessor’s Activity Report – 10 corrections/changes, 8 Realtor and appraisal inquiries, 2 miscellaneous issues, delivery of PTA to County Equalization, 7 PTA reviews, 10 PRE reviews/entries, 4 notice of delinquent filing, 3 legal corrections, 2 discussions on land division applications, EMPP/ESA report submission, 6 certification reports and BOR notes reported to County, Foreclosure/Forfeiture documents for County Treasurer. BOR Organizational meeting and 23 petitions from property owners during BOR sessions with letters to follow.
- l. Monthly Zoning Report – 2 permits issued.

XV. Public Comments

XVI. Board Comments

XVII. Adjournment: 10: 19 pm