

**PIERSON TOWNSHIP**  
**Board Meeting Minutes**  
**December 10, 2019**

7:00 pm

A. Meeting

1. Call to order: 7:00pm
2. Pledge of Allegiance
3. Invocation: Steve Swanson
4. Roll Call: Present: Gould, Hyrns, VanTil, Burkholder, Scheuermann    Absent: 0

B. Meeting Agenda: additions/deletions/approval.

    Motion: Burkholder

    2<sup>nd</sup>: Scheuermann      Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann    No: 0

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: **^addition:** Pierson Township Meeting minutes from November 12, 2019, Note regarding Special Meeting on November 25, 2019, budget amendment 882 Planning Commission mileage GL 101-721-860.00 for O. Moore for MTA Class from Contingency 101-900-900.001 for \$117.16, budget amendment 887 \$200 from contingency 101-900-900.001 to hall rental deposit refund, Register of Warrants/Checks dated November 12, 2019 – December 5, 2019, invoices to be paid from general fund: 24714 Mika Meyers \$1,168.50, 01926 MTA Zoning literature (twp), 120119 Village of Howard City \$2,034 for the fire contract, 284819 KCI \$756 for December tax bill and newsletter printing, assessors activity report, zoning activity report, Sand Lake Fire Report and Howard City Fire report.*

    Motion: Burkholder

    2<sup>nd</sup>: Gould                      Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann    No: 0

D. Presentation of Accounts

1. Treasurers Report

    Motion: Gould

    2<sup>nd</sup>: Scheuermann      Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann    No: 0

E. Correspondence

- MTA January Workshop: The Authorities & Responsibilities of Michigan Townships and The Township Board's Role with the Board of Review.
- 2020 Board of Review Training (MTA) various dates.
- Email from Commissioner Sorensen Re: Drain Commission Change of Office
- BWL/LWL Sanitary System Report for October 2019
- Email from Dan Buyze on November 27, 2019
- The Right Place Business Development Activity Report – November 2019
- New MTA Information on Voting/Duty to Vote
- Committee Resignations (Dan Vos/Road Committee & Michael Julian/Planning Commission)
- Email from Dan Buyze on December 2, 2019 with credentials for Planning Commission appointment (was on alternate list).
- River and Lakefront Grants Available (Fleis&Vandenbrink mailer)

F. Motion to enter into closed session to discuss Zoning Administration.

Motion: Hyrns

2<sup>nd</sup>: VanTil

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

Closed Session: 7:09 pm

Resumed Board Meeting: 8:05 pm

G. Rescind motion made on November 12, 2019 that the Zoning Administrator position [will] hold office hours at minimum of 2 hours on Tuesdays and at minimum 2 hours on evenings or weekends to be available to the Assessor and the public.

Motion: Burkholder

2<sup>nd</sup>: Scheuermann

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

H. Zoning Administrator position will work on a trial [basis on] Wednesday evenings from 6pm – 8pm and call by appointment.

Motion: Burkholder

2<sup>nd</sup>: Gould

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

I. Guest Speakers

1. Orvin Moore

2. Dan Buyze

3. Bill Grice

J. Public Comments: *Pierson Township residents only (stand, state name address and a Board member will call on you).*

K. New Business:

1. Montcalm Economic Alliance Fundraiser/The Right Place – tabled for further research (clerk).

2. Winslow Park Ordinance 2019-02 an Ordinance to Regulate the Administration and Use of Winslow Park.

Offered by: Gould

2<sup>nd</sup>: Hyrns

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

3. Set budget for Township Hall Wages (i.e. sign maintenance, office cleaning, hall rental duties, painting, shoveling between plows) GL 101-265-704.000 in the amount of \$100 from Contingency 101-900-900.001.

Motion: Burkholder

2<sup>nd</sup>: Gould

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

4. Committee Appointments will be by nomination by the Supervisor and vote of the Township Board.

Motion: Scheuermann

2<sup>nd</sup>: Gould

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

5. Resolution 2020-21 to Adopt an Asset Test for Determining Eligibility for Poverty Exemption and Adopt a Policy and Guidelines (for 2020) from Property Tax for Poverty Exemption.

Offered by: VanTil

2<sup>nd</sup>: Gould

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

6. Pay invoice 10025 to TriCounty Technology in the amount of \$655.50: Clerk Support 101-215-729.000 for \$42.50; Treasurer Support 101-253-730.000 for \$22.50; Supervisor 101-171-730.000 for license and installation for \$261.50; Zoning for license and installation for \$284.00 under new GL 101-722-730-000 (setting new budget at \$284); Township Phone & internet GL 101-265-925.000 for \$45.00 for phone support.

Motion: Burkholder

2<sup>nd</sup>: Hyrns Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

7. Clerk and Treasurer to register and attend the MTA Class in Kalamazoo on January 15, 2020 from 9 am to noon at the Early Bird rate of \$91 each.

Motion: Burkholder

2<sup>nd</sup>: Hyrns Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

8. Clerk to register to attend the 2020 Annual Conference and Expo April 27-30 in Traverse City when registration opens on January 2, 2020 and housing/lodging on January 23, 2020.

Motion: Burkholder

2<sup>nd</sup>: Gould Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

9. Treasurer to register to attend the 2020 Annual Conference and Expo April 27-30 in Traverse City when registration opens on January 2, 2020 and housing/lodging on January 23, 2020.

Motion: Hyrns

2<sup>nd</sup>: Burkholder Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

#### L. Open Items:

1. Dispute Update: Little Whitefish Lake Association

2. Planning Commission: Master Plan

- a. Master Plan submitted from the Planning Commission for Board review.  
b. [Special Meeting] Public Hearing to be held on January 7, 2020 at 6:30 pm at the Township Hall.

Motion: VanTil

2<sup>nd</sup>: Hyrns Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

- c. Amend the Planning Commission budget to add: \$660 to Wages 101-721-703.004 \$163.71 to supplies 101-721-727.000, \$87 to Social Security Medicare tax 101-721-870.000 and \$338.80 to publishing 101-721-900.00 [for notice of public hearing on January 7, 2020 at 6:30 pm] totaling \$1,249.51 from contingency 101-900-900.001.

Motion: VanTil

2<sup>nd</sup>: Hyrns Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann No: 0

3. Jay Bassett Land Donation.

4. Education Update(s).

#### M. Committee Reports:

- Planning Committee 2020 Meeting Schedule: January 16, April 16, July 16, October 15 at 7 pm
  - Thank you to Michael Julien for your service to the Pierson Township Planning Commission. (Resignation December 2, 2019).
- Zoning Board of Appeals
- Sewer Advisory Committee –Sandy Raines to schedule.
- Montcalm County Commissioners Meeting: December 16, 2019 at 6:00 pm
- Solid Waste Committee – No meeting scheduled.
- Road Committee – 2020 Meetings: January 15, April 15, July 15, October 21 at 7 pm
  - Thank you to Daniel Vos for his service on the Road Committee, he resigned on October 16, 2019.
  - Nelson Township & Reynolds Township Joint Ventures
  - 2020 Local Road Program – Annual Meeting Wed., December 18, 2019 at 2 pm
- County Commissioner – Tony Sorensen (absent)
- 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).*
- Board of Review: December 10, 2019 from 2-3 pm
- Parks & Recreation Meeting – *Now meeting quarterly*: January 16, 2020 at 5 pm
  - 2020 Meetings: January 16, April 16, July 16, October 15

N. Public Comments

O. Announcements and Board Comments

- *Thank you to the Vendors and customers who made the first Pierson Township Holiday Bazaar a huge success!*
- Township Board Budget Meeting on February 25, 2019 at 5 pm.

P. Adjournment: 10:03 pm

Motion: Scheuermann

2<sup>nd</sup>: Hyrns

Roll Call Yes: Gould, Hyrns, VanTil, Burkholder, Scheuermann