

PINE GROVE TOWNSHIP MONTHLY BOARD MEETING MINUTES

June 5, 2023 7:00 p.m.

1. **Meeting was called to order** at 7:00 P.M. by Smith
2. **Pledge of Allegiance.**
3. **Roll Call: Present:** Richardson, Meert, Smith, Sell, Hephner **Also Present:** Atty. Catherine Kaufman
4. **Agenda: Motion by Hephner, supported by Smith to approve the agenda. All yes, motion carried.**
5. **Consent Agenda: Motion made by Hephner, supported by Richardson to approve the Consent Agenda. All Yes, motion carried.**
6. **Monthly Bills: Motion made by Sell supported by Richardson to approve the monthly bills for a total of \$21,777.81 All yes, motion carried.**
7. **Correspondence and Reports:**
 - A. **Sheriff:** Submitted 38 complaints in May. Currently 14 Open Blight Complaints
 - B. **County Commission:** Submitted. Recycling Event on Sat. June 10th
 - C. **Road Commission:** None
 - D. **Fire Chief:** None
 - E. **Fire Board:** Fire Hall has new paint. Fire Board will be applying for a new equipment grant from State and it requires a letter of intent from the municipalities. **Motion by Hephner, supported by Richardson to approve a letter of support to the fire board for the state grant application. All yes, motion carried.** Smith stated that the new fire sign looks great during the day but it needs to be turned down at night, its way too bright. Kehoe stated that he would look into it.
 - F. **Ambulance:** None
 - G. **Treasurer: As of 4-30-23: Tax: \$-23.91 General: \$885,829.45 T&A: \$9,976.94 PNC Savings: \$199,917.92 Consumers Xtra Protect: \$250,832.82 Consumers Money Market: \$251,671.03 ARPA: \$310,033.36**
 - H. **Planning Commission:** Richardson stated the 5-year Master Plan review is being conducted and will be doing a final draft review at the next meeting on June 19th at 6 p.m. Richardson stated that the PC will be looking into rewriting the ordinance language regarding semi-trailers and train box cars being used as storage units.
 - I. **KABA:** Submitted. For May 2023: 7 Building Permits, 8 Electrical, 10 Mechanical, 1 Plumbing, 1 Special Jurisdiction and 1 commercial permit.
8. **Committee Reports: Building Committee:** Hephner reported that she contacted Miller Stucco Repair and provided a picture of the repairs that were needed and received a verbal estimate of \$500 but no date has been set for the repairs to be completed at this time. **Motion by Smith, supported by Richardson to allow up to \$800 for plaster repair. All yes, motion carried.** Hephner reported that during the cleaning of the basement and painting of the floor, it was discovered that the old water softener, which has not been in use for several years, started to leak, ran water all over the new painted floor. There is a big hole in the bottom of the tank and every time it gets bumped, it leaks water. Hephner stated that she contacted Culligan Water Softener about coming in to take a look at removing the old system and replacing with a new system. Culligan Water stated that they would not even think about touching the system unless the plumbing is brought up to code. Hephner stated that she made an appointment with a plumber for an estimate. **Motion made by Smith, supported by Meert to allow up to \$3000 for plumbing repairs at Trustee Hephner's discretion. All yes, motion carried.** Hephner stated that she has been unable to find a painter yet and is reaching out to anyone in the township for painter recommendations. Robert Jones spoke up and stated that he was a painter and Hephner stated she would obtain his information after the meeting. Regarding the township hall three doors, Smith stated that it is advertised until the 16th for estimates on the 3 door replacements. Smith stated that he has a couple of estimates in already and they are running around \$7,000 for the three doors. Hephner stated that she is still working on separating boxes of documents that do not need to be scanned and she is still working with Data Guardian for pick up and shredding and the last pick up was \$73.00. Data Guardian provides a Big Boy which is a 95-gallon trash container, \$12 to deliver and \$42 every four weeks to pick up and shred. Hephner stated that she is recommending that the board approve this so that paperwork that needs

to be shredded does not fill up the basement again and at least until the rest of the boxes in the basement are gone through. **Motion made Smith, supported by Sell to have Data Guardian deliver a container, picked up every four weeks. All yes, motion carried.** Next Building Committee meeting is June 12th at 6:30 p.m. Smith stated asked the board if there are any issues if the plexi-glass was removed from the service window to the clerk and treasurer's office. It was agreed to have it removed.

9. **Public Comment (limit two minutes):** Kathy Garratt provided some flyers for the New Leaf Recovery Support Group who is sponsoring a bonfire/potluck at the Kendall United Methodist Church on Sunday, June 26th at 6 p.m. to introduce New Leaf and to get to know the community. It's a Bring a Dish to Pass, hot dogs, condiments and non-alcoholic beverages will be provided.

10. **Old Business:**

1. **New Computers:** Smith reported that he had received two bids for two desk top and one laptop, one from Advantage Computer Services for \$4,045.54. High Tech Technologies bid is for \$7,037.00. **Motion by Sell, supported by Meert to accept the Advantage Computer Services bid, with all three computers having Windows 11 or better, up to a \$1000.00 increase in the bid price of \$4,045.54. Roll Call: Richardson – yes, Meert - yes, Smith – no, Sell – yes, Hephner – yes. 4 Yes, 1 No, motion carried.** Sell stated that the back up support and cloud storage contract with Analytics is up this month. Sell stated that the township was paying on average, around \$220 per month total for all computer backups. Advantage provided a quote for a contract renewal for \$2091.01 for the year. **Motion by Sell, supported by Meert to not renew the contract with Analytics for off site data storage and migrate everything to Advantage computer Service for off-site data storage for \$2,098.00 yearly contract. Roll Call: Richardson – yes, Meert – yes, Smith – yes, Sell – yes, Hephner – yes. Motion carried.**
2. **Park at North Lake:** Smith presented information on a kit for \$2500.00 for a 11' x 13' shelter at the park at North Lake that is wooden with a metal roof. A 13' x 15' cement pad would be put in place first and he is still looking for estimates on the cement work. Craig Yaple asked if there were any decisions made on the placement of the pads on the properties. Smith stated that the pad for the park area would be back in the corner of the parking area and at the boat landing, there would need to have some work done to build it up and get it away from the pull in area, get it over to the other side. Smith stated that he would like to have some more gravel been brought in as well for the road. The board recommended that Smith continue with pavilion estimates while the ARPA funds are still available.
3. **Data Guardian/Scanning Documents:** Discussed during the Building Committee report.
4. **Michigan Gas Franchise Renewal:** Meert stated that she has not received a response back regarding the revisions on the renewal document. Attorney Kaufman will check on that.
5. **ORV Ordinance:** Attorney Kaufman provided a copy of an ORV Ordinance and gave instructions regarding ORV ordinances that must be processed through the DNR. Motion by Smith to get started on an ordinance process. An ORV Ordinance would be for ORV, not golf carts. Attorney Kaufman stated that if the townships wanted to limit golf carts on roadway, a separate ordinance would have to be written. Sell addressed the public attending the meeting asking their opinion on an ORV ordinance. Several attendees vocalized their concerns and were not in favor of moving forward with an ordinance. Smith again made a motion to go forward with an ORV Ordinance. Hearing no support, Smith stated, "as usual, anything that is a little bit progressive". Smith deemed the motion dead because of no support, "a little scared to even vote, unbelievable". Richardson stated that he would not support an ORV ordinance and Meert stated that she would have voted no as well.

11. **New Business:**

1. **Wish-A-Mile Bicycle Tour:** Smith stated that the Road Commission is handling the Wish-A-Mile Bicycle tour special event, however the RC requires Pine Grove Township to pass a resolution stating that Pine Grove Township supports the Road Commission in this special event to be held on Saturday, July 29, 2023 using some roads located in within Pine Grove Township. **Motion by Hephner, supported by Sell to proceed with the Resolution for the Wish-A-Mile Bicycle tour and ask the Clerk to prepare the appropriate documents and forward them to the Road Commission. Roll Call: Richardson – yes, Meert – yes, Smith – yes, Hephner – yes, Sell – yes. All yes, motion carried.**

2. **Parking Lot Use:** Sell received a phone call from a neighbor that is having a graduation party on June 17th and wondering if their visitors can park at the Township Hall. Everyone agreed that it is a short, one-time request and Sell will call the neighbor back and advise them that it will be ok.
12. **Member Comment:** Meert stated that the township will be holding an Election on August 8th for any voters in the Otsego School District.
13. **Adjournment:** *Motion made by Smith, supported by Richardson to adjourn. All yes, motion carried.*

Adjourned at 8:40 p.m.

Respectfully submitted,

Michelle Meert, Pine Grove Twp. Clerk