

## PINE GROVE TOWNSHIP MONTHLY BOARD MEETING MINUTES

July 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, Dep. Clerk Marculis, Smith, Sell, Hephner Absent: Meert  
**Also Present:** Atty. Catherine Kaufman
4. **Agenda: Motion by Hephner, supported by Sell 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 Hephner supported by Smith to approve the monthly bills for a total of \$31,802.60 All yes, motion carried.**
7. **Correspondence and Reports:**
  - A. **Sheriff:** Submitted 53 complaints in June. June 30th a new law went into effect, a driver in a vehicle may not be holding a phone in their hand while on the roadway, even stopped at a stop sign/light.
  - B. **County Commission:** Submitted.
  - C. **Road Commission:** None
  - D. **Fire Chief:** 128 calls for service to date.
  - E. **Fire Board:** Kehoe stated that the Fire Dept. has until Monday to submit their Grant Application and was requesting a Resolution from the board in support of the Grant application.
  - F. **Ambulance:** Submitted. April and May reports. 27 calls for service over two-month period.
  - G. **Treasurer: As of 6-30-23: Tax: \$51.09 General: \$900169.22 T&A: \$9,971.11  
PNC Savings: \$199,915.37 Consumers Xtra Protect: \$250,916.66  
Consumers Money Market: \$251,839.30 ARPA: \$310,085.17.**  
Sell stated that Huntington Bank charges a \$5.00 Statement Fee. After a discussion, Sell will check with the bank to see if they will waive that fee and if not, will look into just printing the statements on-line.
  - H. **Planning Commission:** Next meeting is July 17, 2023 at 6 p.m. 1 – SLU Application.
  - I. **KABA:** Submitted. For June 2023: 7 Building Permits, 4 Electrical, 4 Mechanical, 4 Plumbing, 1 Home Owner Permit. Issued building permits for \$277,532 worth of new construct and collected \$2,601 in permit fees.
8. **Committee Reports: Building Committee:** Hephner stated that the Building Committee's next meeting will be Thursday, August 10<sup>th</sup> at 6:30 p.m. Hephner reported that the stucco repairs have already been approved so she contacted Miller and he is booked most of the summer but if he has an opening, he will call and Hephner will meet him here to get the repairs done. Hephner reported that she received a plumbing quote from Sumner Plumbing for \$4,150 which includes moving the water heater from underneath the sink to the basement. There is electrical work that needs to be done as well. The water softener company would not complete a bid until the plumbing work was done. Smith stated that he believes the bid is high, that other plumbing bids should be sought. Hephner asked Smith to do that then. Hephner presented a quote from R&B Jones Painting for \$4,500. Sell stated that she would like to see how much it would be to have the exterior of the windows painted as well. **Motion by Sell, supported by Richardson to approve the R & B Painting bid for \$4,500 to paint the interior of the Township building. Roll Call: Richardson – yes, Smith – yes, Sell – yes, Hephner – yes. All yes, motion carried.** Smith reported that the glass window pane has been measured and is on order. As soon as they get it in they will come and install it. Hephner reported that she has an appointment with a company for Point/Tuck the brick on the 17<sup>th</sup> of July. Smith stated that it had been advertised for bids, received a bid, and the bid closing was last month. Smith stated that he was not aware that Hephner had contacted another company. Smith stated that the township has already advertised for bids and this company's bid will be after the 17<sup>th</sup> of July and the bid period is already over. Sell asked when the township got a bid for the exterior and Smith stated when he advertised for it. Sell asked when was it discussed at a meeting and Smith stated two months ago. Sell asked what was decided? Hephner stated that she believed it was only discussed at the Building Committee and Smith stated that he brought it up a couple

of months ago. Smith stated that it is \$8,900 to repoint/tuck all the cracks all the way around the building by Michigan Concrete. Smith stated he did not print the bid out as he did not know if the township was going to end up doing it or not tonight. Hephner asked to table it until she has a chance to review the bid. Smith stated that they can get it done as soon as they are awarded the bid. Smith stated that it was at the May meeting that he asked to be able to advertise for bids on the Tuck/Pointing, the painting and the door replacement. The bids were due in the middle of June so it has not been back on the agenda. Sell asked if they could see the bid and Smith stated that it was at home, he did not know that the board was going to act on it tonight. Smith said they could wait until the next meeting or have a Special Meeting. Tabled until the next meeting.

9. **Public Comment (limit two minutes):** Eric asked about the cargo containers and stated that they are advertised and the ads say nothing about zoning, they just drop them off. Kathy Garrett asked if there was an update on the CR 388 work and Don stated no. Jim Kehoe stated that the township should look at getting away from complaint-based ordinance enforcement.
10. **Old Business:**
  1. **Park at North Lake:** Smith received an idea of the cost of putting up a gazebo, concrete pads and such and it is in excess of \$11,000.00. Smith stated that there are set back issues on that lot and now there is contention with residents at the lake that they do not want it there, another reason for people to loiter there. Smith stated that at this point in time, he will not pursue this any further. Sell asked if that included cement pads for the port-a-potties and Smith stated that there are so many regulations if you put them on cement pads, therefore, no pads for the port-a-potty's either.
  2. **Michigan Gas Franchise Renewal:** Attorney Kaufman stated that the renewal is not completed yet and if the Board has a special meeting, maybe she can have that prepared and ready for that meeting.
11. **New Business:**
  1. **Generator for Office:** Smith reported that he received a quote from Esper Electric for what it would take to hook a generator up to the township hall that would run everything and they quoted a price that was high enough that it would have to be put out for a competitive bid and that is for placing the generator on the southwest corner of the building, straight out from the gas meter, anywhere else it would be extra money to run gas piping and wiring. Sell stated she would be in favor of putting it out to bid especially with the elections coming up with early voting. *Motion by Hephner, support by Sell, to put a generator for the township hall out for competitive bid. All yes, motion carried.*
  2. **Bids for Door Replacements:** Smith reported that he put the 3 doors out for bid, he spoke with 3 different contractors and only received one written bid, S.A. Morman & Co. for a total of \$7,905.00. Sell asked if the door by the Clerk/Treasurer office had a window and Smith stated no. Sell stated that she would prefer to have a window in that door as many people come to that door as well. *Motion by Smith, supported by Sell to accept the bid from S.A. Morman & Co. to replace the three doors and ask them to add a window on Door #1 up to \$8,500.00. Roll Call: Richardson – yes, Smith – yes, Sell – yes, Hephner – yes. All yes, motion carried.*
  3. **Approve Draft Master Plan:** Attorney Kaufman suggested if the board members did not have any significant issues with the draft that the board approve the draft Master Plan to be circulated for review and begin the 63-day review period. The board will still be able to review during the 63 days. *Motion by Hephner, support by Sell to approve the draft Master Plan. All yes, motion carried.* Attorney Kaufman stated that a Public Hearing will be held at the end of the 63 days. Then the Board has to decide if they want the PC to approve the Master Plan or if the board by Resolution will adopt the Master Plan. *Motion by Smith, supported by Richardson to amend the agenda to include RC Project Plan as item #5 under New Business. All yes, motion carried.*
  4. **Resolution of Support for Fire Dept Grant:** Attorney Kaufman stated that she was asked to prepare a Letter of Support for the Pine Grove Township/Gobles Fire Department to go along with the Fire Grant. It is not required but it is recommended. Smith read the resolution into the record. *Motion by Smith, supported by Hephner to approve the resolution. Roll Call: Richardson – yes, Smith – yes, Sell -yes, Hephner – yes. All yes, motion carried.* Attorney Kaufman stated that the Deputy Clerk can execute the resolution in the absence of the clerk.
  5. **VBCRC Project:** Smith presented a project from the RC regarding a problem of water flowing down the roadway when it rains and has been washing out a couple of the driveways down through there. The RC prepared a De-berming project from CR 653 to 27<sup>th</sup> St. for \$3,120.00. Motion by Sell, supported by

Richardson to approve RC Project #497.2188 for De-Berming 12<sup>th</sup> Avenue from CR 653 to 27<sup>th</sup> Street for \$3, 120.00. All yes, motion carried.

12. **Member Comment:** Richardson asked about having a house condemned and Smith stated that he would make out the paperwork and submit it to KABA and they will then go out and make a determination. Richardson also stated that the board is voted in by the people, for the people and the board members are entitled to their opinions, but arguments should not happen, let the opinions be stated and let it go at that without argument. This board represents the voters and what they want and they should be listened to when they speak.
13. **Adjournment:** *Motion made by Richardson, supported by Smith to adjourn. All yes, motion carried.*

*Adjourned at 8:25 p.m.*

Respectfully submitted,

Michelle Meert, Pine Grove Twp. Clerk