

## PINE GROVE TOWNSHIP MONTHLY BOARD MEETING MINUTES

October 5, 2022 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 -Attorney Catherine Kaufman
4. **Agenda: *Motion by Hephner, supported Smith to approve the agenda. All yes, motion carried.***
5. **Consent Agenda:** Smith stated that there was one correction in the minutes, page 2, Public Comment section, the figure that was given out was \$600,000 to \$800,000 per mile, not \$8000 per mile. ***Motion made by Smith, supported by Richardson to approve the Consent Agenda with the correction. All Yes, motion carried.***
6. **Monthly Bills: *Motion made by Richardson, supported by Sell to approve the monthly bills for a total of \$26,724.34. All yes, motion carried.***
7. **Correspondence and Reports:**
  - A. **Library:** Nothing at this time.
  - B. **Sheriff:** Submitted. 31 township complaints. OEO: Working on 6 blight complaints.
  - C. **County Commission:** Submitted.
  - D. **Road Commission:** Submitted. Managing Director is retiring Feb. 1, 2023, 34<sup>th</sup> St and 14<sup>th</sup> Ave culverts are completed, fog seal is completed for the year.
  - E. **Fire Chief:** Submitted. **Open House will be October 12<sup>th</sup> 6 p.m. to 8 p.m.**
  - F. **Fire Board:** Kehoe stated that the fire truck is on the agenda later and had nothing further.
  - G. **Ambulance:** Submitted. 27 responses.
  - H. **Treasurer: Tax: \$119,248.10 General: \$776,811.78 T&A: \$9,930.29  
PNC Savings: 199,923.77 Consumers Xtra Protect: \$250,500.45  
Consumers Money Markey: \$251,004.58 ARPA: \$309,827.86**
  - I. **Planning Commission:** Richardson stated PC will be meeting October 17<sup>th</sup> and will start looking at the Master Plan review which is required every 5 years.
  - J. **KABA:** Submitted. Permits for June: 5 Building, 2 Electrical, 5 Mechanical, 1 Plumbing.
8. **Committee Reports: Building Committee: Submitted**
9. **Public Comment (limit two minutes):** Jacob from VBCD gave an update on the last recycling collection for 2022 coming up in Lawrence on Oct 15<sup>th</sup> 9am – 2pm, provided some door hangers with recycling information. Kathy stated that 22 years ago, her and Walter came to a township meeting to get approval to open the Kendall Store. Kathy and Walter will celebrate their 32<sup>nd</sup> Wedding anniversary this year as well, so on October 12<sup>th</sup>, they are opening the store for free hot dogs and potato salad and asking for everyone to pass the word along. She thanked Jesse and Carol Richardson for donating the hot dogs and buns. Mathis thanked Smith and Bishop for coming out to talk to the home owners about widening the road, but the assessment was too much for them to afford. Smith stated that maybe they can talk to the snowmobile club about the problems the snow berm is creating over his driveway.
10. **Old Business:**
  1. **Computers:** Sell went over the current quotes and options for scanners, servers, etc. There was no new information regarding the actual scanning. *Richardson stated that he will try to make contact with Rebecca Harvey again regarding the students scanning the documents. Motion made by Hephner, supported by Smith to contract with Advantage Computer Services LLC to place primary NAS, and secondary NAS, including the labor to install for the original quoted price of \$5,621.35. Roll Call: Richardson – yes, Meert – yes, Smith – yes, Sell -yes, Hephner – yes. All yes, motion carried.*
  2. **Cleanup of Township Office:** Smith stated as talked about with the Building Committee regarding what has to be done in the current building, he has been trying to contact contractors to

try and find someone that would come in and act as a general contractor and give a general idea of what the expense would be. So far, he has not been able to find anyone. Smith stated that he has one person that may be willing to give an estimate. Hephner requested the board begin the process of cleaning up the files in the basement according to the updated Retention Schedule. As the former Treasurer, she went to the basement and put an X on all the boxes of Treasurer files that can be destroyed. Sell suggested hiring a company that comes and shreds documents on site. Data Guardian in Portage was recommended by VBCD for scanning and shredding. Sell stated that she will contact Data Guardian. Hephner stated that perhaps the Clerks records could be done next and the Clerk agreed. Hephner stated that one of the other issues in the basement is all the very old historical record books that are damp and moldy. VBCD stated that if the board chooses not to keep the old record books, they could be cleaned or donated to the VB Historical Society or Michigan Historic Center. Dick Godfrey is a local historian. Hephner stated that she would contact Dick for his opinion. Smith stated that he would like to see what the cost would be to clean them up. The board was also advised that the Van Buren District Library also has a genealogy section and may also be interested in the books.

3. **Signs for Parks and Cemeteries:** Smith stated that he recontacted RWL and requested a price for metal posts and presented the quote to the board. After some discussion, a ***motion made by Hephner, supported by Richardson to go with RWL Sign for placing the signs and posts in township cemeteries and parks as quoted with the long black aluminum posts. Roll Call: Richardson – yes, Meert – yes, Smith – yes, Sell – yes, Hephner – yes. All yes, motion carried.***
4. **Review Form from Bloomingdale Telephone, ARPA Funds:** Smith stated that the board needed to review the draft agreement with Bloomingdale Communications for the dispersal of the ARPA funds. Attorney Kaufman had not had an opportunity to read the draft agreement. ***Motion made by Hephner, supported by Smith to have the township attorney review the agreement with Bloomingdale Communications for the ARPA funds and after her approval, authorize the Supervisor to execute the contact. All yes, motion passed.***

#### 11. New Business:

1. **North Lake Special Assessment Approval:** North Lake Association requested a 5<sup>th</sup> renewal of a contract with Professional Lake Management for weed control at North Lake. A 5-year renewal would be starting in 2023 through 2027. The current contracted ends 2022. ***Motion made by Hephner, supported by Richardson to authorize Attorney Kaufman to prepare a resolution of intent for the special assessment district for the weeds at North Lake. All yes, motion carried.***
2. **Approve KABA Operating Budget 2023:** Smith presented the KABA 2023 Operating Budget for approval. ***Motion made by Hephner, supported by Smith to approve the KABA Operating Budget for 2023. All yes, motion carried.***
3. **Funding Fire Truck:** Kehoe stated that the cost of the proposed Fire Truck purchase will be going up significantly after November 2022. After a discussion of available options, a ***Motion made by Hephner, supported by Richardson to make a resolution to approve the excess expenditures and amend the budget accordingly when the expense will occur regarding the purchase of a new fire truck. Roll Call: Richardson – yes, Meert – yes, Smith – yes. Sell – yes, Hephner – yes. All yes, motion carried. Smith will contact Carol to see if the City of Gobles can call for a special meeting to have a resolution passed as well as soon as possible. Motion made by Hephner, supported by Smith to schedule a Special Meeting for the Board on October 19, 2022 at 7:00 p.m. if necessary. All yes, motion carried.***
4. **Approve Removal of Rotted Tree in Pine Grove Cemetery:** Smith stated that there is a dead rotted tree that needs to be removed as well as trim the dead limbs in the trees next to it in the cemetery. Smith stated that he contacted 5 tree removal companies, a couple did not respond back, one provided a quote however, that company did not carry insurance. The only company that provided a quote and had insurance is J&S Tree, on CR 653, of \$2,900.00. ***Motion made by Hephner, supported by Smith to contract with J&S Tree to take the tree down and trim another tree at the cemetery for \$2,900.00. All yes, motion carried.***
5. **Welcome Signs for Kendall:** Sell stated that she traveled up north recently and noticed that every town, big or small, had a welcome sign and wanted to bring it to the board for discussion.

Hephner asked if the road commission had to be part of the decision of where to place the signs and Smith agreed. State Tourist Bureau is really encouraging of putting these types of signs up and at some point, there may be grants available to help with the cost. Hephner stated that she believes the board should explore what might be possible. Sell stated that she would contact RWL to get some ideas of what the sign would look like. Richardson stated that he would bring it up to the Planning Commission as they are beginning the Master Plan review.

6. **Gary Schantz, New Paw Paw Township Senior Center Director:** Gary Schantz introduced himself to the board as the new Director of the Paw Paw Township Senior Center. Gary asked the Pine Grove Board to partner with the Paw Paw Senior Center. ***Motion made by Smith, supported by Sell to allocate the senior services millage money to the Paw Paw Township Senior Services program. Roll Call: Richardson – yes, Meert – yes, Smith – yes, Sell – yes, Hephner – yes. All yes, motion carried.*** Attorney Kaufman suggested to get on the Paw Paw Township Board meeting agenda on Monday night and see if an agreement can be obtained that would allocate the cost, and perhaps a 1 year reevaluation.
12. **Member Comment:** Pam Wescott asked to speak and stated that the Kendall Church will be doing a Trick or Treat night. It will be a drive through, and they will be giving away candy and books on Halloween, 5 p.m. to 7 p.m.
13. **Adjournment:** ***Motion made by Smith, supported by Richardson to adjourn.***

*Adjourned at 9:05 p.m.*

Respectfully submitted,

Michelle Meert, Pine Grove Twp. Clerk