

PINE GROVE TOWNSHIP MONTHLY BOARD MEETING MINUTES

December 7, 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 Richardson, supported Hephner to approve the agenda as presented. All yes, motion carried.**
5. **Consent Agenda: Motion made by Richardson, supported by Smith to approve the Consent Agenda. All Yes, motion carried.**
6. **Monthly Bills: Motion made by Hephner, supported by Richardson to approve the monthly bills for a total of \$104,978.17. All yes, motion carried.**
7. **Correspondence and Reports:**
 - A. **Library:** Nothing at this time.
 - B. **Sheriff:** None
 - C. **County Commission:** Submitted. The VA will be giving away 125 Christmas Food Baskets to veterans that can show their DD214 on Wednesday, December 14, 1pm – 3 pm on Hazen Street.
 - D. **Road Commission:** None. Sell asked about the trees that are marked along CR388 if they were all being removed. Smith stated that yes, the tree's were being removed as they are in the road right of way. Smith stated that this is a Road Commission project and is going out to bid on December 8th. Smith stated that he would be emailing all the board members the new copy of the Road Commission Partners Handbook.
 - E. **Fire Chief:** None
 - F. **Fire Board:** Kehoe stated the Fire Board hopefully with be finalizing the 2023/2024 Budget at their next meeting which would get it to PGT board by January.
 - G. **Ambulance:** Submitted.
 - H. **Treasurer: Tax: \$6,301.98 General: \$766,209.80 T&A: \$9,991.45 PNC Savings: \$199,923.11 Consumers Xtra Protect: \$250,584.19 Consumers Money Markey: \$251,172.40 ARPA: \$309,879.65 AlleganCU: \$211,957.15**
 - I. **Planning Commission:** Richardson stated the PC will meet December 19th and review the Master Plan and all census data updates. The PC is also looking at wind/solar energy ordinances for Pine Grove Twp. The PC will also be meeting on January 16th. Sell asked if the PC could discuss Welcome to Kendall signs. Richardson stated he would put it on the agenda.
 - J. **KABA:** Submitted. For November 2022, KABA collected \$422 in Building permit fees, 1 Commercial Permit, 7 electrical permits, 11 mechanical permits, 1 plumbing permit.
8. **Committee Reports: Building Committee: No Meeting this month – next meeting set for January.** Hephner stated the tunnel was filled in and Trena made great progress on boxes that can be taken care of but she has not been able to make contact with the Historical Society regarding the books in the basement.
9. **Public Comment (limit two minutes):** Kehoe asked if there was an update on the fiber optic project. Steve from Bloomingdale Communications stated there was some boring to do under driveways, splicing tubing, setting pedestals, and the work is based on the weather conditions. Targeting to be done by spring. Steve stated that there are supply chain challenges.
10. **Old Business:**
 1. **Cleanup of Township Offices:** Smith stated the tunnel in the basement has been sealed. Smith stated the boxes of records have been worked on to identify which boxes can be destroyed, however, there are several filing cabinets with Property Cards. Smith stated that he will get ahold of Ben Brousseau on what needs to be saved and what can be destroyed. After a lengthy

discussion on file retention and destruction, Hephner stated that Data Guardian needs to know how many boxes there are for destruction. They will then give Pine Grove a price for pick up and destruction. Hephner stated at the last meeting Smith had identified there was a leak, and Smith stated he had not been able to get anyone to look at it yet. Sell stated she just scheduled Belle Aire to come out and look at it. Smith stated there is a leak in the roof somewhere over the basement steps and is not sure how to go about checking on that. Smith stated maybe just wait for the next big rain storm and then someone get down there to see if there were any leaks. Meert stated the new gutters had been installed and stated she received a quote from TNT for \$215 a year for them to come and clean the gutters. Smith stated with the guards the gutters shouldn't need to be cleaned. Meert stated she heard the little maple seeds get in the screens and clog the gutter guards up. Smith said to wait until June/July when the little maple seeds come out and see if they need cleaning.

2. **Resolution to Approve North Lake SAD:** Attorney Kaufman stated the township held its first public hearing today at 6:30 p.m. on the North Lake SAD establishment of the district and approval of the cost and plans and setting of a second public hearing date. Kaufman provided a sample resolution which during the public hearing, it was determined the dollar figure for the total cost for the plans need to be revised because the figure was used for the entire lake, not just the Pine Grove Twp. side, so the advertised amount is much higher than what it is actually going to be. Information has to be collected for the total project for 5 years, and should be in Pine Grove Township only. Then taking an estimate of possible administrative costs down from \$4000 to \$3000. Attorney Kaufman stated that the board could adopt this resolution, changing the dollar amount for the cost of the project and having the project set for annual redetermination each year. After some discussion on costs, Attorney Kaufman stated that the resolution as she prepared it, would be revised in paragraph 1 to say the Township Board hereby approves the plans for the project as prepare and presented to the board, the estimate of the cost for the completion thereof of \$31,090.00 and the assessment shall be set for annual redetermination. Sell stated that that same figure of \$31,090.00 would have to be changed in paragraph 2 as well. Kaufman stated that when the Board prepares the Budget Hearing Notice include a Public Hearing on Special Assessment for North Lake SAD. Kaufman stated that the 2nd Public Hearing was set for January 4, 2023 at 6:30 p.m. Kaufman stated that she will write another notice to be published twice in the newspaper and mailed once. *Motion made by Richardson, supported by Sell to adopt the resolution for the North Lake Aquatic Weed Control with the changes as discussed. Roll Call: Richardson – yes, Meert - yes, Smith – yes, Sell – yes, Hephner – yes. All yes, motion carried.*
3. **Approve Resolution for Senior Center in Paw Paw:** Smith presented the Agreement with Paw Paw Township to allocate the 2.5 mils for Senior Services collected by Pine Grove Twp to Paw Paw Senior Center and with those monies, Paw Paw Township will allow seniors from Pine Grove Township to make use of the Senior Center in Paw Paw in the same manner as the residents of Paw Paw Township. Sell stated there were over 900 seniors in Pine Grove Twp. The Agreement would be effective December 1, 2022 through December 31, 2023. Sell stated that due to the way the tax is collected, the date should change to November 30, 2023. Attorney Kaufman stated that Paw Paw Twp. will have this on their agenda as well on Monday and if Pine Grove Twp. does make that change to November 30, 2023, she will let Paw Paw Twp. know and for everyone's information, Attorney Kaufman does represent both townships, she revealed that it is a conflict for her to create an agreement that both townships would review and use so Pine Grove Twp. would also have to waive any type of conflict of interest that Attorney prepare the documents for both Pine Grove Township and Paw Paw Township. *Motion made by Smith, support by Sell to waive any conflict of interest with Attorney Kaufman preparing documents for both Pine Grove Township and Paw Paw Twp. All yes, motion carried.*
Motion made by Sell, supported by Richardson to approve the agreement with Paw Paw Senior Services with the one change from December 31, 2023 to November 30, 2023. All yes, motion carried.

11. **New Business: None**

12. **Member Comment:** Richardson suggested renting a pod to store records in while working on clearing out the basement. The idea was rejected by all. Meert stated that the State is doing a Recount on Proposal 2 and 3. Proposal 2 deals with Elections and Proposal 3 deals with abortion. Hephner asked Richardson if he was getting the blight information into the computer from his meetings with the Police Officer. Richardson stated he has not received any information on the on-going blight enforcement from the Officer, but knows the Officer is keeping up with Smith. Smith stated that he checks in with him but the Officer is not doing any blight complaint work with Smith. Hephner and Sell stated Richardson needs to work with the Officer to get the blight enforcement information into the computer and they will work with Richardson to learn the laptop. Smith asked if anyone else was using Richardson sign on information to get into the computer as KABA was doing an audit on security access. Meert stated the survey was completed on the land by the Fire Station and the metal corner post was placed in the neighbor's driveway, which was removed by them. Meert stated they should be contacted and advised that they would have to move their driveway. Hephner stated maybe that slip of land could be Quick Claimed to them instead of having to move their driveway. Smith was going to check on the situation.

13. **Adjournment:**

Adjourned at 8:37 p.m.

Respectfully submitted,

Michelle Meert, Pine Grove Twp. Clerk