

Maple Valley Township – Coral Community Hall 7662 N Bailey Rd. Coral, MI 49322
Regular Board Meeting Minutes for December 12, 2022

Meeting called to order 7:10 pm / Pledge of Allegiance by Dan Boes

Board Members Present: Dan Boes, Marianne Schwandt, Lee Frandsen, Andi Knapp & Tim Thornhill

Guests Present: approximately 40 community members signed in.

Approval of Agenda: Motion Knapp 2nd Thornhill to approve the agenda. Motion passed unanimously.

Approval of Minutes: **Motion** Frandsen 2nd Thornhill to approve Minutes from November 14, 2022 Reg. Board meeting Motion passed unanimously. **Motion** Knapp 2nd Thornhill to approve minutes from Special Board Meeting held November 12, 2022. Motion passed unanimously.

Public comment on Agenda items: 7:05 – Website Calendar being updated is great. Ended: 7:06 pm

Supervisor's Report: Township plow truck is need of a \$1200 repair, bad injector pump. Motion Knapp 2nd Thornhill to repair truck for \$1200. Motion passed unanimously. Need to update the scope of work for plowing, at what depth of snow will roads be plowed, Steve Kain has agreed to be the back up plow truck operator if needed. Petersen Park – Boy Scout building demolition mess was cleaned up by a group of concerned citizens, after multiple complaints to the Clerk & Supervisor. Coral Christmas decorations not hung up due to multiple electrical boxes not working on the poles. Attended the Montcalm MTA meeting where the Road Commission spoke about the road projects completed. Will be attending the MTA New Officials Training along with the Clerk on Friday, December 16th.

Treasurers Report: Beginning Balances – General Fund \$687461.49 ARPA/Covid Relief Fund \$241448.58 Ending Balances - General Fund \$707053.54 , ARPA/Covid Relief Fund \$291452.79 with additional CD's & Tax accounts Total Ending Balance \$1,197,777.72 **Motion** Knapp 2nd Frandsen to approve Treasurers Report as presented. Motion passed unanimously. Treasurer encouraged everyone to mail in their taxes, her office hours will be December 28th 9 am – 5 pm at the Township Office to collect taxes.

Clerk's Report: Blinds for the office have been purchased, original price quoted was \$376, ended up getting all 3 blinds for \$264. Cemetery records are in desperate need of organizing and updating, will be having a couple assist with this large project. Discussed the option of purchasing office furniture from the auction site Orbitbit.com, Trustee Thornhill will help the clerk with the process, looking for 3 desks, chairs, filing cabinet and any other office furniture that may be used. Wanting to update the office furniture and do away with the cubicles, which are dated and not an efficient use of the space. **Motion** Schwandt 2nd Frandsen to spend up to \$1500.00 on office furniture. Motion passed unanimously.

Report from County Commissioner: Pat Carr attended and let us know that he will try to attend a couple meetings a year, but if we need anything to reach out to his office. Animal control is looking people to fill open positions. Discussed County ARPA money given to townships, the first \$50,000 was requested to go to parks/recreation. Treasurer Schwandt reported that she was assisting Melissa Stout in applying for the DNR Sparks grant for the parks. Motion Schwandt 2nd Thornhill to set aside the \$100,000 from the County ARPA for park upgrades, not just equipment. Motion passed unanimously.

Report from Planning Commission: Working on Ordinance Book sections 11 -15. Still have 2 open positions on the PC. Robin Poulsen, Penny Bassett & JM Olson are all interested is serving on the PC.

Report from Zoning Administrator – Dave Kelsey: 2 permits, stated that he needs copy of Drivers License to be able to give out citations for blight or other zoning violations, says that is what is required from Montcalm Co. Court – PC members looking into this as other township issue citations to the property owners on file.

Report from Assessor – Amanda Toomey: Reported finding 3 PRE (primary residence exemption) not applied to property taxes in the stack of unopened mail from 2017 that was left from the former assessor. Those homeowners will be getting a refund on their property taxes. Will need to be adding information to our website, all sales studies.

Report from Community Center: 1 rental in November, someone has inquired about renting every Sunday starting in January through March 2023, board agreed if the individual rents the all the Sundays that the renter would only pay \$200 deposit for the month versus \$100 per day rented.

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Report from Fire Board: **Motion** Knapp 2nd Frandsen to appoint Tim Thornhill and Mike Larsen to represent Maple Valley on the Fire Board. Motion passed unanimously

Reading of the Bills: Ck #9170- #9198, ARPA ck#1004 & 1005 (plus online payments) Totaling: \$100,900.31

Motion Frandsen 2nd Thornhill to pay bills as presented.

Old Business:

- A. Received 2 bids for electrical work to the Township Office and Community Center from Amble Electric & Brooks Electric. Will advertise the scope of work and all bids/quotes will be due to the Clerk no later than January 4th, 2023 for consideration at the January board meeting.
- B. Office furniture – discussed under the Clerk’s Report.
- C. Website improvements will be discussed at a later date.
- D. Attorney – discussed the need to authorize the attorney to send demand letters/ legal action to the former board members to acquire documents, keys and access to email addresses that contain township business. **Motion** Knapp 2nd Frandsen to authorize attorney Leslie Abdo to send demand letters to former board members and move forward with any legal action if need be. Motion passed unanimously.
- E. Credit Card Policy – presented policy wording for board members to review.

New Business:

1. Board of Review 2023 – 2024 appointments – need 3 member and 2 alternates. **Motion** Schwandt 2nd Thornhill to appoint Meg Booth, Anne Miller & Jason Pendell to the Board of Review. Miranda Podell & Heather Deur as alternates. This includes paying for any training that the new members need to take to be compliant with state law. Motion passed unanimously.
2. Lakeview Community Schools (SET) contract was signed agreeing to collect summer taxes and being compensated \$2.50 per qualifying parcel (1393 parcels).
3. Wind Ordinance - **Motion** Knapp 2nd Thornhill to make the following change to the Wind Ordinance Final Draft from April 8, 2022: Section 4 Setbacks, Separations & Security (C) Non-Participation Lot Setbacks change three (3) time to five (5) times its tip height **Roll Call Vote:** Yes -Thornhill, Frandsen, Knapp, Boes No – None Abstain – Schwandt Motion Passed.
Motion Knapp 2nd Thornhill to make the following change to the Wind Ordinance Final Draft from April 8, 2022: Section 4 Setbacks, Separations & Security: (d) Add Rainbow & Maston Lakes **Roll Call Vote:** Yes -Thornhill, Frandsen, Knapp, Boes No – None Abstain – Schwandt Motion Passed. **Motion** Knapp 2nd Thornhill to adopt the Wind Ordinance with amendments by resolution. **Roll Call Vote:** Yes -Thornhill, Frandsen, Knapp, Boes No – None Abstain – Schwandt Resolution adopted.

Public Comment: Started at 8:30 pm Ended at 9:00 pm. A few things mentioned:

Thanked new assessor, Amanda Toomey, for being available and looking into issues.

Bill Roush needs to be contacted to fixed new door installed in the Community Center, gap under door needs fixed.

Still need Deputy Treasurer. Thanked the board for voting in the Wind Ordinance. Trufant Cemetery – trees still not down when will work be completed. Boy Scout Building mess. Petersen Park – who really owns it? – board will have the Assessor investigate the deed of the park. Blight in Coral – need to get it cleaned up.

Adjournment: **Motion** Frandsen 2nd Thornhill to adjourn at 9:00 pm. Motion passed unanimously.

Respectfully submitted: Andi Knapp MVT Clerk **Next Meeting: Monday, January 9, 2023 at 7:00 pm**