

Maple Valley Township – Coral Community Center 4662 N Bailey Rd. Coral, MI 49322  
Regular Board Meeting Minutes for **April 10, 2023**

Meeting called to order 7:00 pm / Pledge of Allegiance by Supervisor, Dan Boes

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

Absent: Marianne Schwandt

**Guests Present:** approximately 36 community members signed in.

**Approval of Agenda:** Motion Frandsen 2<sup>nd</sup> Thornhill to approve the agenda with adding 2 things under new business. Motion passed unanimously.

**Approval of Minutes:** **Motion** Frandsen 2<sup>nd</sup> Thornhill to approve Minutes from March 13<sup>th</sup> Regular meeting Motion passed unanimously.

**Public comment on Agenda items:** 7:03 pm No comments

**Supervisor's Report:** Working on contacting the owner of the Coral Elevator property about getting it cleaned up.

**Treasurers Report:** Trustee Thronhill presented the Treasurer report: Beginning Balances-General Fund \$760,814.47 Beginning Balance ARPA Fund \$171,829.50 Ending Balances - General Fund \$924,599.63, ARPA Fund \$151,373.68 with additional CD's & Tax accounts Total Ending Balance \$1,259,373.62 **Motion** Knapp 2<sup>nd</sup> Frandsen to approve Treasurers Report. Motion passed unanimously.

**Reading of the Bills:** Ck # 9272 - #9294, ARPA Checking #1010-#1011 (plus online/CC payments) Totaling: \$58,677.06 **Motion** Frandsen 2<sup>nd</sup> Thornhill to pay bills as presented. Yes: Knapp, Frandsen, Thornhill, Boes Nays: None Motion passed.

**Clerk's Report:** Bulletin Board & Drop boxes installed, working on getting lettering on new drop boxes. Attended the MAMC Institute with Deputy Clerk Susan VanEnk. Received a lot of information concerning elections and township budgets. It was also brought to our attention that our CPA should not be the same entity that performs the bi-annual state mandated audits. Working on getting information gathered for the bi-annual audit that will be starting in the next 6 – 8 weeks. Election: All absentee Ballot Applications have gone out and the first ballots have started to arrive. ARPA: working on the ARPA reporting which is due April 30<sup>th</sup>, now that we finally have access to the website used to report. Educational classes: Clerk & Cemetery Coordinator are attending the MTA Cemetery Management Seminar in June, Many educational opportunities for PC members in May, MTA Retreats for Supervisor, Clerk, Treasurer, Trustees & PC are in September/October – anyone interested in attending please let the clerk know so you can get registered.

**Report from County Commissioner, Pat Carr:** County Commissioners adopted a blight ordinance, it will be sent out to the townships in the next week for township Board/ PC to review.

**Report from Planning Commission:** Had public hearing on the changes to the ordinance book, now changes need to go to the County PC for review, then come back to the Board for adoption. Next will be working on Solar Ordinance & Blight. Meeting dates set: April 6, 2023, August 3, 2023, October 5, 2023 & January 4, 2024 will be the 4 regular meeting dates. Special Meeting is planned for June 8, 2023.

**Motion** Knapp 2<sup>nd</sup> Frandsen to appoint Nicole Olson as Recording Secretary for the PC. Motion passed unanimously.

**Report from Zoning Administrator – Dave Kelsey:** March – 1 permit 1 variance granted by the ZBA.

**Report from Community Center:** one rental for March. Cleaning has started on the kitchen and the rest of the building. Looking great, waiting to get an estimate of hours for the rest of the deep clean.

**Report from Fire Board:** 3 runs in March – Fire District is considering purchasing an air boat for water/ice rescues.

**Old Business:**

- A. Diane Jones from Michigan Municipal League insurance (MML) – reviewed the township insurance application with the Board. Diane did tell the board that the two buildings in Coral have been underinsured for years. Appraisals of the building were done and now included in the insurance proposal. Discussion involved working on a scope of work for township snow plowing to include only the township buildings complex & parking spaces on A & B streets in Trufant. **Motion** Thornhill 2<sup>nd</sup> Knapp to Advertise the township plow truck for bid, advertise for bids on snowplowing service for Winter 23-24, and to drop the insurance on the truck. Motion passed unanimously  
**Motion** Frandsen 2<sup>nd</sup> Thornhill to add Cemetery Headstone coverage to our insurance policy. Motion passed unanimously. With those changes to the insurance coverage along with having the township buildings insured properly the new premium is \$6616 increase of \$503 over last year. **Motion** Knapp 2<sup>nd</sup> Frandsen to purchase insurance from MML as proposed, dropping the truck insurance & adding the cemetery coverage. Motion passed unanimously.
- B. Budget Adjustment – Board was presented copy of Budget vs Actual FY 22/23 prior to adjustment & copy after adjustments to balance for the year, to show/recognize actual income & actual expenses. Different than the report used at the budget meeting because all income & expense weren't complete. **Motion** Knapp 2<sup>nd</sup> Frandsen to approve the balanced budget for FY 22/23 Motion approve unanimously. Budget FY 23/24 The current year approved budget has been adjusted (since the annual meeting) to reflect actual income account beginning balances. These balances increased due to tax deposits made after the proposed budget was made. Additional funds were allocated to the surplus expense line item. **Motion** Knapp 2<sup>nd</sup> Frandsen to approve the changes to the FY 23/24 Budget. Motion passed unanimously.
- C. 2023 Road Contracts – 3 applications of chloride \$34,563.38, Spray Brush \$2000, (40) Forty Hours of ditching services \$5000 Totaling \$41,563.38  
**Motion** Frandsen 2<sup>nd</sup> Thornhill to accept the Annual Maintenance contracts totaling \$41,563.38 Roll Call Vote: Ayes – Frandsen, Thornhill, Knapp & Boes Nays – None Motion passed
- Road Projects:  
Asphalt Overlay on Cannonsville from Bailey to Amble \$110,481,  
Asphalt Overlay on Masters from Coral To Waterwheel (1.0 Mile) \$102,918  
Asphalt Overlay on Masters from Waterwheel to Lake Montcalm (0.5 Mile) \$57,121  
Gravel Resurface Amble from Waterwheel to Lake Montcalm \$26,912  
Gravel Resurface Kendaville from Bailey (0.5 Miles West) \$26,912  
Overband Crack Seal \$8775  
**Motion** Thornhill 2<sup>nd</sup> Knapp to accept the contracts for Road Projects Totaling: \$333,119.00 Roll Call Vote: Ayes Thornhill, Knapp, Frandsen, Boes Nays: None Motion Passed

**Motion** Knapp 2<sup>nd</sup> Frandsen to move \$42,758.68 from 446-819 Road Contract Services to 501-970 Road Projects to bring the total in 501-970 \$333,119.00  
Roll Call Vote: Ayes -Knapp, Frandsen, Thornhill & Boes Nays: None Motion passed.

- D. Website Proposals – 2 proposals were presented to the board again; this was put on hold until after getting more proposals from a local web based company.
- E. Security System Proposal from TKS Security was presented to the board, this is for 3 cameras (upgradeable for more) , DW Server – windows 10 pro, installation, programming, Remote Video Service, Quality Service Program. The camera system will be following the new Prop 22-2 law stating that our Ballot Drop Box needs to have video surveillance. **Motion** Thornhill 2<sup>nd</sup> Frandsen to purchase system from TKS Security using ARPA Funds – Video System \$3295.00, Remote Video Service \$24.95 & Quality Service Program \$150.00 Totaling: \$3469.95 Motion passed unanimously
- F. Township Clean Up Day – April 29, 2023 10 am to 4 pm OR until dumpsters are full - Need help that day, please contact the Clerk’s Office to help.

**New Business:**

1. **Tornado Sirens-** Fire Department tested the Tornado Sirens in Coral & Trufant. Coral Siren is working. Trufant Siren is not working, and they are trying to determine if it needs repairs or replacement, it was put into service 40 – 50 years ago. Township is responsible for the cost of the siren.
2. **Cemetery Concerns** – Trufant Cemetery has significant erosion happening. The Supervisor and Trustee Thornhill, along with Steve Kain, Leonard Gunderman, Mike Poulsen will meet on Sunday, April 16 at noon in the Trufant Cemetery to walk and make note of the things that need to be addressed then they will go to the Coral Cemetery to do the same and make an action plan. Any members of the public that would like to assist with this project are encouraged to show up on Sunday.
3. Motion Frandsen 2<sup>nd</sup> Thornhill to allow Stephens Williams to clean up the carpet, table and podium at the old boy scout building location in Petersen Park. Motion passed unanimously.
4. Motion Knapp 2<sup>nd</sup> Frandsen to proceed with a forensic review for a 5 fiscal year period using funds allocated at the Annual meeting by the residents. Roll Call Vote: Ayes – Knapp, Frandsen, Boes Nays: Thornhill Motion Passed.

**Public Comment:** Started at 8:25 ended 8:52 - Things mentioned: Moving surplus funds to a CD or savings account not at the Credit Union due to the current unstable banking. Petersen Park – old Boy Scout building location still has some carpet a table and podium there. Coral Park has cedar trees that need to be cut down, damaged from the ice storms, Cemeteries need to be cleaned up of all artificial flowers and other decorations by May 1. Tornado Alert is tested once a month. Grant for Consumers energy has been submitted.

**Adjournment:** **Motion** Frandsen 2<sup>nd</sup> Knapp to adjourn at 8:52 pm. Motion passed unanimously.  
Respectfully submitted: Andi Knapp MVT Clerk **Next Meeting: Monday, May 8, 2023, at 7:00 pm**