

## **Mecosta Township**

### **Regular meeting**

19729 11 Mile Rd. Big Rapids, MI.

April 12, 2022/ un-approved minutes

Prepared by: Lois Brennan, Mecosta Township Clerk

- 1. Supervisor Michele Graham, called the meeting to order at 6:00pm**
- 2. Pledge to the Flag**
- 3. Roll Call: – John Johnson, Mary Quinlan, Michele Graham, Lois Brennan-present. James Cain – absent.**
- 4. Approval of the Agenda: Motion to approve the agenda as presented made by Mary Quinlan, John Johnson 2<sup>nd</sup>. All ayes. Motion carried.**
- 5. Approval of Minutes: Motion to approve minutes from March 8 regular meeting, March 30<sup>th</sup> Special meeting and March 30<sup>th</sup> Special Budget Hearing as presented, made by Mary Quinlan, John Johnson 2<sup>nd</sup>. All aye, motion carried.**
- 6. Treasurers Report: Per Treasurer Mary Quinlan- reporting for the month of March 2022, fund balances are as follows: General fund checking \$688,691.65, First Responders: \$1,557.66, Fire-Equipment/Building (mileage account) \$129,894.91 Fire Fund-Operations \$-42,882.09 Total funds \$777,262.13. \*\*\*special note: Treasurer Quinlan would like to discuss Fire-Fund Operations with the Auditor; the fund should not read in a negative amount all the time. It does so by how information is credited/deposited through the general account. She is hoping to have this rectified. Supervisor Michele Graham accepted the report as presented and entered it into the official record.**

**7. Approval to Pay Bills & Payroll:** Report provided by Clerk Lois Brennan, motion to pay the bills and payroll in the amount of \$14,192.77 made by Mary Quinlan, John Johnson 2<sup>nd</sup>. Roll Call: Mary Quinlan – yes, John Johnson – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

**8. Brief Public Comment:** Mr. Mike Stegewans addressed the board about a topic from Planning Commission regarding a parcel of his property. Mr. Stegewans was informed that after Planning Commission meeting the Townships Attorney was contacted for clarification regarding his requests. The Township Board will not be voting toward a decision at this time, and Mr. Stegewans was given the proper procedure to follow regarding his plans.

**9. Reports –**

**A. County Commissioner Report:** Per Commissioner Tom O’Neil- nothing new to report but did have a question regarding roads chosen for repair within the township on behalf of phone calls he has received. Mr. O’Neil asked why roads that Board members live on are the only roads being repaired. This is not the case; no Board members live on the roads that have been selected for repairs. Roads have been chosen by size, the provided passer report, cost of repairs in correlation with budgeted monies available, and complaints. The township board members asked Mr. O’Neil to have the concerned residents please attend a board meeting or call and speak to board members.

**B. Assessors/Supervisors Report:** Per Supervisor/Assessor Michele Graham- AMAR is in full force, roll has been turned over to the AMAR Coordinator through the State. County Equalization will be Equalized at the end of next week, no one was factored in the county. Shilha from County Equalization department did look at our binders that need to be turned over to the State and did not find anything wrong with Michele’s. Shila will be speaking at the Mecosta Township Association meeting next week with a suggestion for Treasurers to join because of some of the penalties for PRE’s, however this does not affect us as our PRE’s come in on the winter

tax bill. Which means our treasurer does not collect interest on the tax bill.

John Fribley did come in as our new Code Enforcement Officer. He was only in the office for one day last week because of weather. He will be coming in more frequently and will be getting out in the field to learn the township.

**C. Clerk:** Per Clerk Lois Brennan- The office remains quiet, normal daily function per usual. Clerk Brennan did have questions to ask for two separate persons wanting to rent the hall. The first was if the township would allow a Saturday rental to come in on Friday night to set up for their party early, and if there would be a rental fee. The board decided to allow them in early as there is not a Friday rental scheduled, however the person was to be informed that if an emergency arose, they would not be permitted to have the hall. The second question was from The General Federation of Women's Club that would like to rent the hall for a 3-day event in May. The Club would like to hold an indoor yard sale with all proceeds going to local food banks. The Club is a non-profit organization and is asking the Board to waive the rental fees for the event. Discussion amongst the Board lead to the decision of requiring the standard \$100.00 deposit and charging only for the cleaning fees incurred after the event.

**D. Cemetery:** Per Clerk Lois Brennan- There was one sale of a plot in the Ladner Cemetery.

**E. Budget:** Per Supervisor Michele Graham- There is an amendment needed in the 2022-2023 budget. There was a transposition of numbers in the Revenue creating a \$70.00 difference between revenue and expenditures. Motion to amend the budget line 101-000-698 deducting \$70.00 so the budget would read \$27,377.00 made by Mary Quinlan, John Johnson 2<sup>nd</sup>. Roll Call: Mary Quinlan –

yes, John Johnson – yes, Lois Brennan – yes, Michele Graham – yes.  
Motion carried.

**F. Planning Commission:** Interim Zoning Administrator Michele Graham in the absence of Trustee James Cain- a date was set for the workshop with the Board of Trustees for June 24<sup>th</sup>.

**G. Fire Department:** Per Chief Ron Palmer-

- There was a total of 19 runs in the last month.
- No injuries to report
- Engine 1 engine cooling valve replaced that was on backorder.
- Assistant Chief position will be appointed after 4/12/2022. Panel interview was conducted. After an hour and forty-five minutes of deliberation the decision that Kyle Vredenburg will be moved up to Assistant Chief effective 04/12/2022. Congratulations Assistant Chief Vredenburg. Anthony Peacock will be moved up to 1<sup>st</sup> Lieutenant position. An interim Lieutenants position will need to be filled. Motion made to accept the recommendations from Chief Palmer on Assistant Chief and 1<sup>st</sup> Lieutenants positions, by John Johnson, Mary Quinlan 2<sup>nd</sup>. Motion carried. Effective immediately.
- New Station Generator online.
- New wildland boots 12 pair \$299.00 each/ \$3,588.00 total with free shipping
- New Medical Lieutenant addition to Rescue Samantha Luce and job Description provided to the Board. The previous Assistant Chief used to do these duties. It is very time consuming.
- Air conditioning quote provided from Phelps Plumbing and Heating, Inc. \$4,420.00
- Hot water heater and water softener for on-demand hot water heater, quote provided from Phelps Plumbing and Heating, Inc. \$ 7,859.36.

- **Training Report:** Rope Rescue Training continuing as usual. Scene Management Training and Address Locations.
- **Rescue:** Everything is operating smoothly.

Motion made to accept quotes provided by Phelps Plumbing and Heating, Inc. for air conditioning for the hot water heater, and air condition in the amount of \$12,279.60 and the approval to purchase 12 pairs of wildland boots at quoted \$3,588.00. Motion total to spend \$15,867.36 by John Johnson, Mary Quinlan 2<sup>nd</sup> with the condition that the air conditioning comes out of the fire milage. Roll Call: John Johnson – yes, Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

#### **10. New Business –**

**A. Fairview Cemetery:** Annual renewal letter was received for Mecosta Townships continued financial support from Fairview Cemetery Board, monies will be used for upkeep and maintenance of the cemetery. Motion to continue financial support in the amount of \$800.00 made by Mary Quinlan, John Johnson 2<sup>nd</sup>. Roll Call: Mary Quinlan – yes, John Johnson – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

**B. Maintenance Person:** The township board has been discussing maintenance of the township offices as well as grounds keeping with the upcoming retirement of current maintenance employee on May 1<sup>st</sup>. Nickolas Butcher was present at the board meeting and is interested in the position. A brief discussion with Nicholas and the Board lead to Nicholas being offered the position at \$16.00 hr. on a part time basis. Nicholas accepted the position and the dollar amount offered.

#### **11.Unfinished Business –**

**A. Residential Building Fees:** An excel worksheet was provided to the board to compare other local township/the county/ and the State

of Michigan current pricing for residential building permits. Discussion amongst the board on whether Mecosta Township should raise building permit fees as they are much lower than other entities listed. Discussion ended with no decision being made and that the topic would remain on the agenda for the time being until a decision is reached.

**B. Roof:** Discussion continued from the March 30<sup>th</sup> special meeting with full review of the quotes provided for the roofing needs at township hall. Motion to accept the quote from D&D Roofing out of Newaygo in the amount of \$40,325.00 with guarantee, made by Lois Brennan, Mary Quinlan 2<sup>nd</sup>. Roll Call: Lois Brennan – yes, Mary Quinlan – yes, John Johnson – yes, Michele Graham – yes. Motion carried. The roof color was also chosen to be black as that is what is existing.

**12. Brief Public Comment** – none heard.

**13. Announcements/Correspondences** – Jan Cortez, who served as Mecosta Township Clerk for a period of 18 years, has passed away. Our deepest sympathies to the family.

**14. Adjournment** – Supervisor Michele Graham adjourned the meeting at 6:55pm.

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Lois Brennan  
Clerk