

MECOSTA TOWNSHIP BOARD
19729 11 MILE RD. BIG RAPIDS, MI 49307
December 13, 2022/UNAPPROVED MINUTES
REGULAR MEETING
PREPARED BY CLERK, LOIS BRENNAN

1. **CALL Meeting to Order:** Supervisor, Michele Graham called the meeting to order at 6:00 p.m.
2. **PLEDGE TO THE FLAG**
3. **Roll Call:** James Cain, Mary Quinlan, Lois Brennan, Michele Graham – all present.
4. **Approval of the Agenda:** Motion made to approve the agenda as presented by Mary Quinlan, James Cain 2nd. All aye, motion carried.
5. **Approval of Minutes:** Motion made to accept the minutes from November 9, 2022, with striking a repeat sentence under 5. MCDC, by James Cain, Mary Quinlan 2nd. All aye, motion carried.
6. **Treasurers Report:** Per Treasurer Mary Quinlan reporting for the month of November 2022, fund balances are as follows: General fund checking \$571,023.80, First Responders: \$1,087.26, Fire-Equipment/Building (mileage account) \$134,734.68, Fire Fund -Operations \$-3,322.31, Total funds \$703,523.43. Balances for Fire- Equipment/Building and Fire Operations will increase after Winter tax collection, Supervisor Graham accepted the Treasurer’s report as presented and admitted it to the official record.
7. **Approval to Pay Bills & Payroll:** Motion to pay bills and payroll in the amount of \$68,079.13 by James Cain, Mary Quinlan 2nd. Roll Call: James Cain – yes,

Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

8. **Public Comment:** None heard.

9. **Reports:**

A. **County Commissioner Report:** Per County Commissioner Tom O’Neil- Mr. O’Neil presented the Board with brochures from the different area parks with their rate changes for the upcoming 2023 season.

B. **Assessor/Supervisor Report:** Per Supervisor Michele Graham – **Assessors Report:** Ratios are balance, by the end of the year Michele will be going out on over 50 building permits within the township for re assessment. There is not a final on the tax value yet until the permits are completed, and the State puts in the CPI. **Supervisors Report:** Michele attended a Dragon meeting last week; the last 3 miles will go under contract sometime in February/March it should be finished by October/November it will be a little less than 47 Miles it was anticipated to be. There is a need for Board of Review members. If anyone is interested, please contact Michele Graham.

C. **Clerk:** Per Clerk Lois Brennan- Nothing to report, everything is quiet and operating smoothly.

D. **Cemetery:** Per Clerk Lois Brennan – We did receive billing information and account balances for the Stanwood Cemetery from Austin Township. There is nothing to report for Ladner’s Cemetery. The well has been shut down.

E. **Budget:** everything looks as it should. Nothing to report.

F. **Planning Commission:** Per Trustee James Cain – They did not meet this month, continued efforts working on the master plan.

G. Fire Department - Per Chief Anthony Peacock –

- 29 runs total for the month (22 medical, 7 fire)
- 2 details completed, Fire Preventions/Community Helpers presentation at Huntey's Daycare in Morley with Morley Fire. Spent time with 3 classrooms of children ages 3 to 5.
- Girl Scout Troop came and learned about fire safety and took a tour of the department.
- SCBA Grant update: received was a partial order from West Shore in early November. 14 packs were divided between the 4 departments as training packs. Mecosta Township received 4 of those packs. Mecosta Township also received the extra equipment ordered which included 6 mask/regulators, RIT pack, RIT SCBA bottle and pack tracker. The remaining order was received by Morton Township in December, after inventory is complete Morton will disburse equipment to the other departments. Training on packs is to be scheduled before placing them into service.
- Officer group is working on reviewing/updating SOP's and looking to meet mid-January as a group to go over changes/edits/updates.
- The new Cadet program SOP has been created by Lt. Samantha Luce.

A. Cadet Program: Lt. Luce gave a presentation of the created SOP's and answered questions from the Board. The Mecosta Township Fire Department is asking to initiate the Cadet Program. Motion in the form of Resolution 2022-008 Permitting the Mecosta Township Fire & Rescue Department to develop and initiate A Cadet Program following the provided Cadet SOPs made by Lois Brennan, James Cain 2nd. Roll Call: Lois Brennan – James Cain – yes, Mary Quinlan – yes, Michele Graham – yes. Resolution passed.

10. New Business:

- A. Sugar Creek Class “C” Liquor License:** Owner of Sugar Creek Michael Care has petitioned the State of Michigan for a class C liquor license. His establishment currently serves Beer and Wine. Mr. Care is seeking permission from the Township Board to secure this license for his establishment. Motion in the form of Resolution 2022-007 to permit a Class C Liquor license at the Sugar Creek Location on Northland Dr. made by Mary Quinlan, James Cain 2nd. Roll Call: Mary Quinlan – yes, James Cain – yes, Lois Brennan – yes, Michele Graham – yes. Resolution passed.
- B. Fire Department Credit Card:** Close account under retired Chief Ronald Palmer and re-open account under the current Chief Anthony Peacock, Assistant Chief Kyle Vredenburg is also to be named as a signatory on the account incase of emergency. Motion made to close Ronald Palmers account and Open account for Anthony Peacock with Kyle Vredenburg as a signatory as well in the max limit of \$10,000.00. by James Cain, Mary Quinlan 2nd. Roll Call: James Cain – yes, Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. Motion Carried.
- C. 2023 Township Holiday/Board Meeting Dates:** Motion to accept the new holiday/meeting schedule as presented by James Cain, Mary Quinlan 2nd. All aye, motion carried.
- D. Contractor License Fee:** There is currently a \$10.00 charge for inputting contractors into the system. Motion to drop the current charge for this service made by Lois Brennan, James Cain 2nd. All aye, motion carried.
- E. Newspaper Subscription:** The Pioneer has raised their rates again this year. The Board agreed to change the subscription to an electronic subscription to save money. The electronic subscription is .99 cents for 6 months.
- F. Board of Review Members:** Andy Bono and Wayne Benson need approval for Board of Review for the next two years. Motion to

approve both applicants made by James Cain, Mary Quinlan 2nd. All aye, motion carried.

11. Unfinished Business:

- A. Trustee Position:** The last appointed trustee has withdrawn their desire to serve on the board because of moving outside of the community, he did not take the State Oath, two letters of intent were received for the vacant Trustee position.

Diana O'Neil and Tyler Huntey were both in attendance. Both had presented the board with their letters of intent, and both spoke for themselves as to why they felt they would make a good appointee. Discussion amongst the board lead to a decision of appointing Tyler Huntey as the Trustee to the Board. Motion to accept Tyler Huntey as the new Trustee made by James Cain, Mary Quinlan 2nd. Roll Call: James Cain – yes, Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

Diana O'Neal was invited to become a member of the Planning Commission or serve as a Board of Review Member or an Election Inspector. The Board would very much like to see her become involved with the community.

12. Brief Public Comment: nothing heard.

13. Announcements/correspondence: nothing to report.

14. Adjournment: Motion made to adjourn at 6:43pm by Mary Quinlan, James Cain 2nd. All ayes, motion carried. Meeting adjourned by Supervisor Graham.

**Lois Brennan, Clerk
Mecosta Township**