

**MECOSTA TOWNSHIP BOARD**

**19729 11 MILE RD. BIG RAPIDS, MI 49307**

**February 14, 2023/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, Tyler Huntey – all present.
4. **Approval of the Agenda:** Motion made to approve the agenda as presented by Mary Quinlan, James Cain 2<sup>nd</sup>. All aye, motion carried.
5. **Approval of Minutes:** Motion made to approve the minutes from January 10, mileage is 0.655 only correction. January 11, January 18, January 25 & 26 special meetings as presented by James Cain, Tyler Huntey 2<sup>nd</sup>. Motion carried.
6. **Treasurers Report:** Per Treasurer Mary Quinlan reporting for the month of January 2023, fund balances are as follows: General fund checking \$634,672.81, First Responders: \$-3,511.97, Fire-Equipment/Building (mileage account) \$149,105.97, Fire Fund -Operations \$-21,518.44, Total funds \$758,748.37. Balances for Fire- Equipment/Building and Fire Operations will increase after Winter tax collection, adjustments to the budget will be made prior to the end of the fiscal year to balance the First Responders account. Supervisor Graham accepted the Treasurer's report as presented and admitted it to the official record. Treasurer Quinlan did call

around for CD's the highest she found was 4% at Isabella Bank. Interest rates are going up, just an FYI.

7. **Approval to Pay Bills & Payroll:** Motion to pay bills and payroll in the amount of \$29,214.12 by James Cain, Tyler Huntey 2<sup>nd</sup>. Roll Call: James Cain – yes, Tyler Huntey – yes, Lois Brennan – yes, Mary Quinlan – yes, Michele Graham – yes. Motion carried.

8. **Public Comment:** none heard.

9. **Reports:**

A. **County Commissioner Report:** Per County Commissioner Tom O'Neil- The County had two people leave their Building/Zoning Department. Several people have asked what their wages were, \$58,500.00 and \$64,200.00. Treasurer Quinlan inquired about if the wages were going to stay around that dollar amount for new employees. The positions vacated were Building Official and Zoning Administrator.

B. **Assessor/Supervisor Report:** Per Supervisor Michele Graham – **Assessors Report:** Roll is now locked and no changes can be made to values until March board of review. Assessment notices are now printed and will go out March 27<sup>th</sup>. Finished turning the future land use map into the new zoning map and it is at the county. It will take some time.

**Supervisors Report:** Michele will be out of the office all next week.

C. **Clerk:** Per Clerk Lois Brennan we will not have a May election. Question regarding a multi-day rental for a local business. Resident/business owner was wondering how he would be charged. Clerk is to contact the resident/business owner with a few more questions.

D. **Cemetery:** Per Supervisor Michele Graham, nothing to report.

E. **Budget:** We will be moving things around to balance the budget prior to moving into the next fiscal year. The budget does look good, we have stayed well below our spending this past year.

F. **Planning Commission:** Per Supervisor Michele Graham – the meeting was cancelled. They will meet in March.

G. **Fire Department -** Per Chief Anthony Peacock – Chief Peacock was absent. In attendance was Assistant Chief Kyle Vredenburg and Lieutenant Samantha Luce. Assistant Chief Vredenburg did give the report and answer questions for the board.

- There were 39 runs (30 medical, 9 fire)
- SCBA in-service training has been completed, SCBA's will be in service on February 14, 2023.
- The mounts in the engines have been adjusted to fit the new packs.
- The old ISI SCBA's will be removed and stored until determination is made on what to do with them.
- Cadet Program is up and going, there are two potential cadets, Gavin Lach and Jacob Spring. Both individuals are currently Juniors at a local High School and attending the MOISD Career Center Fire Science Program.
- Equipment repair, there is a need to replace the front door lock, Chief Peacock had emailed information to the Board. Discussion regarding the locks and what would be best. Topic will be brought back for the March meeting.
- The bay door to R1 failed and became stuck open, JBS was called and repaired the door 2/9.
- Motion to purchase an extra set of spring for the garage door up to \$500.00 made by James Cain, Mary Quinlan 2<sup>nd</sup>. Roll Call: James Cain – yes, Mary Quinlan – yes, Lois Brennan – yes, Tyler Huntey – yes. Michele Graham – yes. Motion carried.

- Final note made by Clerk Brennan, the final payment for the SCBA grant match has been made, so the SCBA's are officially paid off.

### **Training Report:**

- Inservice training on new SCBA. 3 trainings total.
- Mecosta County EMS is hosting a Pediatric Emergencies for prehospital professionals. There are 2 classes offered for free to area fire/rescue personnel. Classes will give personnel 8 continuing education credits for their medical licenses.

### **Rescue Report:**

- Lt. Luce spent time organizing and recording supplies at the station.
- Needed supplies were ordered by Assistant Chief Vredenburg some supplies are on back order.

Blue Triton/Ice Mountain donated a pallet of surgical masks to the department.

### **Maintenance Report:**

- Kuzin's Equipment was authorized to perform a 1-time service on all Fire Department apparatus. The entire fleet has been serviced with oil and filter change/replacement. All powered equipment on the apparatus were run and serviced as well. A detailed list of maintenance was given to the Board.

## **10. New Business:**

**A. Budget Hearing Date:** The date for the 2023/2024 budget hearing was set for Monday, March 27, 2023, at 6:00pm.

**B. 2023/2024 Budget:** 1<sup>st</sup> draft of the proposed 2023/2024 budget was presented for review in the amount of \$1,016,728.00, wage increase

was reviewed, will be brought back for the March meeting. Revenue did go up a little. Budgeted use of funds is down by \$13,000.00. We do still have grant monies to spend for parks/recreation. Some discussion did take place regarding department increases and decreases. Wage discussion continued from February, discussion on regarding plumbing/mechanical/electrical inspectors, because of mileage. There has not been a wage increase for inspectors for a while. Supervisor Graham was asked to make some changes and bring it back for march.

- C. **Building Fees:** Pricing comparison was done regarding building fees charged at other building departments within our county. A proposed increase of fees was presented to the board for consideration. Topic will be brought back for the March meeting.
  
- D. **Mechanical Inspector:** There have been a few issues with out current Mechanical Inspector. The Building Official would like to speak with the current inspector to try and work things out. Dean Eldred a Mecosta Township resident has been contacted as to whether he would have interest in the position should it become available. Mr. Eldred is interested. The Building Official would like to have permission from the Board to make changes if needed. Motion made to give permission to the Building Official to make a change with the inspectors if needed, by Lois Brennan, James Cain 2<sup>nd</sup>. All aye, motion carried.
  
- E. **Household Hazardous Waste:** A letter was received from The Mecosta Conservation District in regards to the annual renewal of the hazardous waste collection contract. Motion to renew the contract in the amount of \$2,000.00 made by Mary Quinlan, Tyler Huntey 2<sup>nd</sup>. Roll Call Mary Quinlan – yes, Tyler Huntey – yes, James Cain – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.
  
- F. **Service Master:** The cleaning rate will increase as of March 1 from \$23.00 to \$25.00. Discussion by the board was to research other

possibilities for cleaning of the hall and offices. Clerk Brennan offered to take the position for \$20.00. Topic to be brought back after more quotes are gathered for March.

**11. Unfinished Business:**

**A. Roads:** Paser report was given to the board. Several roads were discussed for routine maintenance that needs to be done. Supervisor Graham is to get quotes from the County Road Commission.

**B. Planning Commission/Township Board of Trustee Minutes Brief:** A letter from our attorney was read into record regarding minute corrections requested by Mr. Stegewans.

**12. Brief Public Comment:** Mr. Stegewans again addressed the board regarding the minutes and the rewrite in January's meeting minutes. Mr. Stegewans expressed he was still displeased with the wording used.

**13. Announcements/correspondence:** Treasurer Mary Quinlan had a note for the planning commission that a resident has inquired about sidewalks; Supervisor Graham will check with Economic Development about possible grants. The resident would like to be notified when the Planning Commission would be discussing this topic.

**14. Adjournment:** Motion made to adjourn at 7:16pm Supervisor Graham adjourned the meeting.

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**Lois Brennan, Clerk  
Mecosta Township**