

The Caledonia Township Board of Trustees met on Wednesday, July 11, 2018, at the Township Hall, 6461 Gillard Road, Spruce, Michigan, with Supervisor Kathy Vichunas presiding. The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance.

Roll Call: Jack Scott; Tim Ratz; Rebecca Abend; Kathy Vichunas and Kerry Scott.

Motion by Jack Scott; Support Rebecca Abend to accept the Agenda with additions. Motion carried.

Public Comment – Agenda Items – No Hunting signs purchased for posting on Hickey Hill; Mathewson Road dust control.

Public Comment – Non-Agenda Items - Missy Cordes, candidate for the County Register of Deeds; Rod Cordes re the 911 Millage; Noise problem at Hubbard Lake sand bar.

Motion by Rebecca Abend; Support Tim Ratz to approve the Minutes of June 13, 2018 Meeting. Motion carried.

Clerk's Correspondence – Lappan; AMAESD Request re Taxes spread either July or December; DEQ water test.

Motion by Tim Ratz; Support Rebecca Abend to pay the bills as presented – Check Nos. 5196 thru 5227. Motion carried.

Motion by Rebecca Abend; Support Kerry Scott to place the Treasurer's report on file subject to audit. Motion carried.

Supervisor -- Sheriff's Complaint Report for June identifying 31 incidents in Township.

- Labadie Tax Tribunal complaint - 2018 Newsletter in tax bill.
- Dust Control on Jennison Grove Road, a private road.
- Huron Pines finalized the 80 acre property gift on Holiday Inn Road.

Reports – Planning Commission met July 2, 2018; reviewed proposed ordinance language from NEMCOG, Denise Cline, regarding Medical Marijuana; Gary Grove and Jack Scott will attend the workshop in Gaylord 7/12/18 for the Right to Farm Act; meeting with ZA, Mike Sanford, to review the Dollar General site plan. Caledonia Township is hosting the Tri-Township Planning Committee meeting on 7/19/18. Next Planning Commission meeting is 8/6/18.

Zoning Administrator – 5 land use permits – reviewed the site plan documents for the proposed Dollar General.

Sexton – could not attend – mark Veterans graves on cemetery grid.

Custodian - working on Inventory List of all Hall appliances, equipment, tools, hall key etc., to be included in the Revised Hall Rental Checklist.

Unfinished Business –

Motion by Jack Scott; Support Tim Ratz to implement the Board approved NE Park Maintenance Job description. Motion carried.

Motion by Jack Scott; Support Tim Ratz to offer Sarah Pagels the NE Park Maintenance position. Motion carried.

Motion by Rebecca Abend; Support Jack Scott to have Omega install a light at the top of the NE Park Flag Pole at a cost of \$200.00.

Motion by Jack Scott; Support Tim Ratz to purchase 21 aluminum signs for the Township Hall not to exceed \$600.00. Motion carried.

Supervisor Kathy Vichunas will set up an account with Gordon Foods for custodian supplies – plastic gloves/toilet tissue/Clorox Wand Refills.

Motion by Rebecca Abend; Support Tim Ratz to approve the Job Descriptions for Building & Grounds Custodian. Motion carried.

Township Board is still working on job descriptions for the Sexton, Assessor and Zoning Administrator.

Township Website - Supervisor Kathy Vichunas provided review of content/still need updated forms.

New Business –

Motion by Rebecca Abend; Support Kerry Scott to appoint Sheri Sanford as Caledonia Township Deputy Treasurer effective immediately. Motion carried.

Motion by Rebecca Abend; Support Jack Scott to add Sheri Sanford, Deputy Treasurer, to the signature card at the Alpena, Alcona Area Credit Union account #'s ending in GF 6152, FF 5266, RF 9510 effective immediately. Motion carried.

Motion by Rebecca Abend; Support Ratz to add Sheri Sanford, Deputy Treasurer, to the signature card at First Federal now M Bank account #'s ending in GF 9811, FF 9829, RF 9837 and the Tax Account # ending in 3505 effective immediately. Motion carried.

Motion by Tim Ratz; Support Jack Scott to adopt a Site Plan Review Fee for Substantial Commercial Facilities of \$100 and to authorize the \$100 fee to the Zoning Administrator for his review of the Site Plan Documents for the proposed Dollar General.

Motion by Kerry Scott; Support Rebecca Abend to extend the Zoning Administrator's interim contract until a candidate is selected. Motion carried.

Motion by Rebecca Abend; Support Tim Ratz to Publish a Notice to Hire a Zoning Administrator and requesting the submission of a Letter of Interest and Resume to Supervisor Vichunas by August 3rd. Motion carried.

Board of Review – July 17th at 6 p.m. – Members notified.

Township Assessor – Contact Applicant(s) to Schedule Interview(s).

Motion by Rebecca Abend; Support Tim Ratz to purchase a Dell laptop computer for \$462.84 and to purchase a printer locally. Motion carried.

Motion by Jack Scott; Support Rebecca Abend to purchase the Interactive Zoning Ordinance and to authorize the Supervisor to sign the NEMCOG proposal at a cost not to exceed \$3300. Motion carried.

Supervisor Vichunas asked the Clerk to provide Quarterly Budget Expenditures to Planning Commission and Zoning Board of Appeals.

Motion by Rebecca Abend; Support Tim Ratz to purchase 4 fans for the Township Hall not to exceed \$150.00

No Hunting Signs for Hickey Hill were purchased October 2014 – further discussion needed.

Training for Jack Scott and Gary Grove, July 12th, Hot Topics in Planning and Zoning

Township Audit scheduled for July 17 and 18.

MTA Chapter Picnic – July 26th at 6 p.m., Barton City Pavilion.

Headlee Rollback Information for November Ballot-further discussion needed.

Next Township Board Meeting – August 8, 2018 at 7 p.m.

Public Comment - Request to leave the flag up at the NE Park year around. Will a grant application be submitted for the NE Park -- Tim Ratz will look into it.

Motion by Jack Scott; Support Kerry Scott to adjourn at 9:15 pm. Motion carried.

Kerry Scott, Caledonia Township Clerk