

## **ALAMO TOWNSHIP BOARD**

### **REGULAR MEETING**

Alamo Township Hall  
7901 North 6<sup>th</sup> Street  
Kalamazoo, MI 49009

December 14, 2009

Present: Supervisor Vlietstra, Clerk Sportel-Bogard, Treasurer Stoneburner, Trustee Feniger, Trustee Potter-Williams and Deputy Supervisor Fisher

Also present: 3 interested others

Supervisor Vlietstra called the regular meeting to order at 7:00 p.m. with the Invocation followed by the Pledge of Allegiance.

### **MINUTES**

**MOTION** by Clerk Sportel-Bogard to approve the minutes of December 7, 2009, as written, **support** by Trustee Feniger. Carried.

### **ASSESSOR'S REPORT**

No report was received.

### **BUILDING DEPARTMENT REPORT**

Deputy Supervisor Fisher reported November permits of 1 electrical, 4 mechanical and 1 building. (\$572.50 collected in fees). The Building Department is pursuing several Ordinance infractions.

### **FIRE DEPARTMENT REPORT**

Deputy Supervisor Fisher gave the Fire Department's report based on a written document prepared by Fire Chief Moore. The Department responded to 29 incidents in November with an average response time of 7.76 minutes. Educational training included the continuing medical education as well as training in traffic control to help prevent additional accidents while responding to roadway emergencies. Captain Kizer took the National Incident Management course. Six (6) of the SCBA cylinders failed recent testing; the Department is working with Mack's Fire Equipment and the manufacturer to ascertain the cause(s). The Alamo Firefighters' Association has been collecting canned food. Treasurer Stoneburner noted the success of this drive, so much so that additional Alamo residents are being sought who could benefit from the collection. Clerk Sportel-Bogard cited a recent Township emergency where the Department responded within 3 minutes

### **ORDINANCE ENFORCEMENT REPORT**

Supervisor Vlietstra gave the Ordinance Enforcer's report based on a written document prepared by Ordinance Enforcer Hoffman. Twenty hours of service were delivered in November including various complaint investigations, compliance checks and office hours.

## **PARKS BOARD REPORT**

Parks Board Secretary Fisher noted the Board finalized rules for the photo contest running from December 15 – February 15. All photos must be taken within the Township; photos will be donated to the Museum. The swing set has been ordered with delivery slated for late March. The Board voted to contribute \$500.00 toward the removal of the bridge deck on 5<sup>th</sup> Street should the Road Commission accept the petition to abandon. The Board recommends reappointment of the 6 current members of the Board according to a schedule of staggered terms. The Board discussed establishing an e-mail address for the Parks Department; the Township is at its capacity for addresses, a “free” account is under consideration. The Board will not be meeting in December due to the holidays. Board members Fisher and Ray will represent the Parks Board on the joint Parks Board/Planning Commission subcommittee established to formulate a definition of “park”.

## **PLANNING COMMISSION REPORT**

Ex-officio member Feniger reported the Planning Commission amended its by-laws to include a clause that all official documents shall be retained by the Township Clerk. Land Use Plan committee reports were received. The attempt to update the land coverage section for this cycle of review has been discontinued; other sections are proceeding according to schedule. Discussion continued on the definition of a park with members Baker and Feniger volunteering to represent the Planning Commission on the joint Parks Board/Planning Commission subcommittee established to formulate a definition of “park”.

## **TREASURER’S REPORT**

(through November 30, 2009)

General Account:	\$422,097.63
Parks Fund	\$ 7,852.19
Fire Truck Account:	\$ 18,262.71

Treasurer Stoneburner noted Life EMS gave the Township offices and Fire Department a can of popcorn. Prein & Newhof delivered a poinsettia.

## **CLERK’S REPORT**

Clerk Sportel-Bogard reported \$27,685.17 in liabilities for the month of November.

Clerk Sportel-Bogard noted a law enforcement millage renewal will be on the May ballot; it is not known if the schools will have anything on the ballot. She requested that suggestions for the upcoming budget be forwarded to her by the first part of January.

## **NEW/OLD BUSINESS**

### **1. Citizen Planner Program**

The basic program designed for new members will be offered at the beginning of the year.

**MOTION** by Supervisor Vlietstra to allow anyone who wishes to attend the course to be able to do so, **support** by Trustee Feniger. Carried.

### **2. Household Hazardous Waste Amendment #2**

The Amendment covers the 2010 calendar year and contains an \$857.00 administrative fee to support general operations. Clerk Sportel-Bogard suggests a use amount of \$2,000.00.

**MOTION** by Clerk Sportel-Bogard to approve Amendment #2 of the Household Hazardous Waste Agreement for 2010 with a use amount of \$2,000.00, **support** by Treasurer Stoneburner. Trustee Potter-Williams – yes; Trustee Feniger – yes; Treasurer Stoneburner – yes; Supervisor Vlietstra – yes; Clerk Sportel-Bogard – yes. Carried.

### 3. Hazardous Materials Incidents Response Agreement

Supervisor Vlietstra remarked this was an intergovernmental agreement limited to \$600.00. He further reported word had not been received from Fire Chief Moore or Attorney Soltis; however, the Agreement has undergone the scrutiny of other counsel. .

**MOTION** by Clerk Sportel-Bogard to enter into the Intergovernmental Fire Protection Hazardous Materials Incidents Response Agreement containing membership dues of \$600.00, **support** by Trustee Potter-Williams. Supervisor Vlietstra – yes; Treasurer Stoneburner – yes; Trustee Potter-Williams – yes; Trustee Feniger – yes; Clerk Sportel-Bogard – yes. Carried.

### 4. Appointments

The terms of two members of the Planning Commission are expiring.

**MOTION** by Supervisor Vlietstra to appoint Trustee Feniger to the Planning Commission for a term of 3 years, **support** by Clerk Sportel-Bogard. Trustee Potter-Williams – yes; Treasurer Stoneburner – no; Trustee Feniger – yes; Clerk Sportel-Bogard – yes; Supervisor Vlietstra – yes. Carried.

**MOTION** by Supervisor Vlietstra to appoint Al Sweitzer to the Planning Commission for a term of 3 years, **support** by Trustee Feniger. Clerk Sportel-Bogard – yes; Treasurer Stoneburner – no; Trustee Potter-Williams – no; Trustee Feniger – yes; Supervisor Vlietstra – yes. Carried.

Supervisor Vlietstra noted another person with good qualifications had expressed interest in a Planning Commission appointment and he would like to use him at some point. Treasurer Stoneburner noted, no disrespect to incumbents intended, she would have liked to see citizens initiating interest in serving be afforded the opportunity to do so.

The Planning Commission must recommend a person for the Zoning Board of Appeals as this appointment is also expiring. Ex-officio member Feniger will take this to the Commission in January.

The terms for all members of the Board of Review are expiring.

**MOTION** by Supervisor Vlietstra to appoint Al Wielinga to the Board of Review for a 2 year term; **support** by Treasurer Stoneburner. Clerk Sportel-Bogard – yes; Treasurer Stoneburner – yes; Trustee Feniger – yes; Trustee Potter-Williams – yes; Supervisor Vlietstra – yes. Carried.

**MOTION** by Supervisor Vlietstra to appoint Dick Bennett to the Board of Review for a 2 year term; **support** by Treasurer Stoneburner. Trustee Feniger – yes; Trustee Potter-Williams – yes; Supervisor Vlietstra – yes; Clerk Sportel-Bogard – yes; Treasurer Stoneburner – yes. Carried.

**MOTION** by Supervisor Vlietstra to appoint Marshall Champion to the Board of Review for a 2 year term; **support** by Treasurer Stoneburner. Supervisor Vlietstra – yes; Trustee Potter-Williams – yes; Trustee Feniger – yes; Treasurer Stoneburner – yes; Clerk Sportel-Bogard – yes. Carried.

An alternate to the Board of Review is needed.

Supervisor Vlietstra noted an announcement had been placed in the newsletter seeking additional committee members for the Museum Committee.

Supervisor Vlietstra noted John Chapman is willing to continue serving on the Library Board. Treasurer Stoneburner noted Board members previously provided updates and requested this be reinstated.

**MOTION** by Supervisor Vlietstra to appoint John Chapman to a 3 year term on the Otsego Library Board; **support** by Trustee Potter-Williams. Treasurer Stoneburner – no; Supervisor Vlietstra – yes; Clerk Sportel-Bogard – yes; Trustee Feniger – yes; Trustee Potter-Williams – yes. Carried.

The terms for all members of the Parks Board are expiring; the Parks Board has recommended staggered terms according to a provided schedule.

**MOTION** by Supervisor Vlietstra to appoint to the Parks Board, Barbara Fisher and John Ray for one year terms; Lou Conti and Jack Landon for 2 year terms; and Dan Knight and Steve Podewell for 3 year terms, **support** by Clerk Sportel-Bogard. Trustee Feniger – yes; Trustee Potter-Williams – yes; Treasurer Stoneburner – yes; Supervisor Vlietstra – yes; Clerk Sportel-Bogard –yes. Carried.

## 5. **Drain Assessments**

Supervisor Vlietstra noted several drains, per the Drain Commission need work or have had work completed. The Drain Commission is asking whether the Township wishes to provide full reimbursement or whether the associated fees should be distributed to parcel holders in the district noting the Township picks up a small portion of the fees when such distribution is made. Treasurer Stoneburner offered clarifying rules as a result of incomplete information being presented at the workgroup. The Drain Commission is responsible for the computations and the provision of the special assessment amounts for impacted tax holders. Treasurer Stoneburner recommends not showing partiality and applying the costs consistently.

**MOTION** by Treasurer Stoneburner to respond to the Drain Commissioner's Office to utilize special assessment(s) for impacted drain districts, **support** by Trustee Feniger. Carried.

## **AUTHORIZATION OF LIABILITIES**

**MOTION** by Trustee Potter-Williams to pay the liabilities, **support** by Treasurer Stoneburner. Carried.

## **BOARD MEMBER TIME**

Supervisor Vlietstra noted the both the Clerks' and Supervisors' groups were meeting this week to address issues.

## **CITIZEN COMMENT**

L. Rayman. (Inquired if a decision had been reached relative to placing work group minutes on the website). Supervisor Vlietstra addressed various questions and noted he will take it under advisement.

## **ADJOURNMENT**

**MOTION** by Trustee Potter-Williams to adjourn, **support** by Trustee Feniger. Carried. The meeting adjourned at 7.52.

Respectfully Submitted,

Garilyn Sportel-Bogard  
Alamo Township Clerk