

CENTERVILLE TOWNSHIP BOARD MEETING

WEDNESDAY, April 10, 2024, 6:30 P.M.

CENTERVILLE TOWNSHIP HALL

5001 S. FRENCH ROAD, CEDAR, MI 49621

MINUTES

PRESENT: Ronald Schaub, Elizabeth Chiles, Katrina Pleva, Joe Mosher

ABSENT: Daniel Hubbell

GUESTS: In person - 8, Zoom - 2

1. Call to order/Pledge of Allegiance

The meeting was called to order at 6:30 p.m.

2. Review agenda/Additions/Public Comment/Approve Agenda

Pleva noted items to add to the agenda: amendments to the investment policy, credit card information, and a motion for a CD. Schaub suggested that it could be part of the Treasurer's report. Board agreed.

Schaub noted that the ZBA has set meetings for May 9, 2024 and May 29, 2024.

No additions/amendments to the agenda.

ACTION: Pleva moved to approve the agenda as presented; supported by Mosher.

Motion carried. (4 in favor, 0 opposed, 1 absent)

No public comment.

3. Previous Meeting Minutes

1. March 13, 2024, Corrections will be made as discussed by Pleva.

ACTION: Mosher moved to approve the minutes of March 13, 2024 meeting, as presented and amended, supported by Chiles. (4 in favor, 0 opposed, 1 absent)

4. Township Financial Update

1. Treasurer's Report – Katrina Pleva

Pleva explored CD's, finding different rates among several banking institutions. Some institutions require the intent to open a CD noted in meeting minutes or on township letterhead.

2. Invoices – review and authorize payment.

ACTION: Schaub moved to pay the invoices as presented; supported by Pleva.

Motion carried.

The County has determined the numbers for delinquent taxes and sent them to the Townships for verification.

3. Amendment to Township Investment and Depository Designation Resolution #2020-05, dated 5-13-2020

“Centerville Township hereby amends said resolution approving the following financial institutions as depositories of Township funds: 4 Front Credit Union, 5/3 Bank, Chase Bank, Citizens Bank, First Community Bank, First National Bank of

America, Honor Bank, Huntington Bank, Independent Bank, Lake Michigan Credit Union, MBank, n/k/a Nicolet Bank, PNC Bank, State Savings Bank, TBA Credit Union, TCF Financial Corporation, Traverse Catholic Federal Credit Union, West Shore Bank, and Michigan State University Credit Union”.

ACTION: Pleva moved to approve the amendment to Resolution #20-2005 as discussed and described above; supported by Mosher. Motion carried. (4 in favor, 0 opposed, 1 absent)

ROLL CALL VOTE

Elizabeth Chiles, Clerk	Yes
Katrina Pleva, Treasurer	Yes
Joe Mosher, Trustee	Yes
Daniel Hubbell, Trustee	Absent
Ron Schaub, Supervisor	Yes

Motion carried. (4 in favor, 0 opposed, 1 absent)

4. Certificates of Deposit

ACTION: Schaub moved that Katrina Pleva, Treasurer, and Tesha Milliron, Deputy Treasurer have the authority to open one or more certificates of deposit at Lake Michigan Credit Union. Katrina Pleva and Tesha Milliron will be the two signers for said certificates; supported by Mosher. Motion carried. (4 in favor, 0 opposed, 1 absent)

5. Credit Card

Pleva has been exploring various credit card services to find one that would be best for the Township. Once opened and in use, Schaub will review the statement monthly.

ACTION: Schaub moved that Chiles and Pleva will be signatories for the credit card; supported by Mosher. (4 in favor, 0 opposed, 1 absent)

5. Fire Chief Report

Chief Doornbos was present to present the Fire Department annual report. The Fire and Rescue Department covers 167 square miles. There are 18 members on the team, including 9 full-timers. A third person was added to every day. Last year, two grants were obtained. \$3,995 was funded by the Grand Traverse Band for medical training and equipment. \$14,590 was funded by the County Chiefs Association. Chief Doornbos explained a new breathing apparatus that was purchased that tests the effectiveness of a firefighter’s mask. It is an important piece of equipment and required for the safety of firefighters. On October 12, 2023, an ALS ambulance went into service and had a transport that very day. One paramedic is finishing up his training and then we will have 6 paramedics. There were 523 calls last year. Chief Doornbos further discussed the types of calls, physical fitness for the firefighters, and training (2931 hours for 2023).

6. Road Commission Report, Brendan Mullane/Garth Greenan

Brendan Mullane did a presentation of the Road Commission's annual report. He discussed the work being done in Glen Lake on the culverts crossing the roads. Most of the money for this project came from the Grand Traverse Band.

Mullane showed graphs of what was spent on roads in each township and explained the Paser rating code for the conditions of roads. Paser ratings are used to help decide which roads are worked on each year. Ideally, roads should never get below a 6 rating. The cost of repairing a road rated at 5 or below is very expensive compared to maintaining roads that are in the 5-7 range (on a 10-point scale).

Mullane explained the use of chip sealing. Chip sealing can add 12-15 years to the life of a road if done right after paving. Last year, the Road Commission chip sealed 54 miles of road.

Mullane also spoke of the maintenance of snow plow trucks and other vehicles. The RC has a plan of replacing vehicles in the most cost-efficient way.

7. Clerk Report

1. Review Pay for Election Workers

Currently, Election workers earn \$16.00 an hour, \$18.50 for Chairs. Chiles researched what other townships are paying and shared with the Board. Chiles would like to increase election workers pay to \$18 an hour and \$21 for chairs. This is a training year for election workers which adds to the cost of running elections.

Workers are paid for training time and receive mileage pay for training.

ACTION: In order to pay a fair and competitive wage to election inspectors, Chiles moves that the Centerville Township Board of Trustees approve an increase in wages for election workers from \$16 an hour to \$18 and from \$18.50 to \$21 for Chairs, beginning with the May 7, 2024 election; supported by Mosher.

Motion Carried. (4 in favor, 0 opposed, 1 absent)

2. Chiles attended an education day hosted by the Michigan Association of Municipal Clerks in Mt. Pleasant, which she found informative.

8. Planning Commission Joe Mosher

1. Board representative's report - The special meetings are well attended. There are 2 more special meetings for reviewing and editing the Zoning Ordinance. Chris Grobbel feels we are on schedule and will finish prior to the end of the moratorium. Hopefully, the May 6 meeting will be devoted to one last look at the entire document. If accomplished, a public hearing could be scheduled for May 21. The ordinance would then be sent to the County Planning committee for comments. Once returned with comments, the Planning Commission would look at it again. Then the ordinance would go to the Township Board for approval. The moratorium ends at the end of June. An extension of time could be asked for, but the commission doesn't think it will be needed.

The Commission will ask Granicus (parent company of Host Compliance) to run a township assessment of advertised STR inventory this summer to compare with the

analysis they did of the Oct/Nov season. STRs will be back on the agenda for discussion later this year.

Northgate LLC – It is still in the appeal phase of the second denial.

Amoritas and Under Canvas – no update.

Section 9 of the Heritage Trail – The proposed extension in Centerville Township falls entirely within property of the National Park Service. This project will probably not come before the Planning Commission or the Township Board. Schaub authorized Mosher to talk with the attorney about it.

Mosher explained that discussion is ongoing about dividing Planning Commission duties among the members as defined in the PC bylaws. The intention is to help with workload management for individuals on the team while also building familiarity with these processes among commission members and establishing redundancy in the event of a sudden future PC turnover.

2. Zoning fees schedule – Mosher shared the current fees. He cleaned up the document to make it easier to understand. It will be discussed at the May regular meeting and possibly be voted on.
3. Next meetings of Planning Commission
 - Regular – May 6, 2024 @6:30 p.m.
 - Extra – April 16, 2024 @ 6:30 p.m.
 - Extra – April 29, 2024 @ 6:30 p.m.

9. Cedar Area Fire and Rescue Board

1. Board member report – Trina Pleva attended the meeting in place of Ron Schaub. There was discussion of union contract negotiations. There was a discussion about the possibility of Kasson and Cleveland townships sharing a fire station. There is a huge gap of service area between Cedar and Glen Lake. Another station or a shared location for a station is needed to adequately meet the needs of the four townships. A study could be done which could cost \$50,000.
2. Next regular meeting is May 1, 2024 @ 2:00 p.m.

10. Supervisor Report

1. Review Year-end Budget/New Year Budget
Schaub reviewed the year-end budget and the new budget. Last year there were some funds left over. We've been able to cover extra expenses this year in spite of legal expenses. The current budget will come in with approximately \$23,000 more than our expenses.

11. Board – Unfinished Business

1. There was continued discussion from the last meeting about renewing the Fire millage at 2.25. Schaub has studied the CAFR budget and feels the renewing of the

2.25 will cover the Fire department's expenses for the next two years. This year's millage was scheduled to go up to 2.75, but it doesn't look like it will be needed.

ACTION: Schaub moved to keep the Fire Department millage at 2.25 mils for the upcoming two years cycle; supported by Mosher. Motion carried. (4 in favor, 0 opposed, 1 absent)

12. Board – New Business

1. Discuss septage land application by Williams & Bay Pumping We have been notified that Williams will apply for a permit at a local farm. There are still adjacent property owners that have to be notified. Some have been notified by our planner. There is some confusion how this should be handled. It was suggested that Tim Cypher should intervene. Schaub will contact Tim Cypher.

13. Commissioner's Report – none

14. Upcoming Township Meetings

1. Next Board of Trustees Meeting; Wednesday, May 8, 2024 at 6:30 p.m.

15. Public Comment A first- time attendee expressed appreciation for the Board's civility working through issues well together.

16. The meeting was adjourned at 8:40 p.m.

Respectfully submitted,
Cindy Kacin

Clerk's Signature

Date