

**FRUITLAND TOWNSHIP BOARD
WORK SESSION
SEPTEMBER 10, 2012
MINUTES**

PRESENT: Trustee Bard, Trustee Binns, Trustee Bole, Trustee Deur, Clerk Rillema, Treasurer Beegle, Supervisor St. Amour

ALSO PRESENT: Attorney Even and zero (0) interested parties.

CALL TO ORDER: Supervisor St. Amour called the Monday, September 10, 2012 Work Session of the Township of Fruitland Board to order at 10:00 AM at the township hall.

AGENDA: Supervisor St. Amour asked to amend the agenda by adding under New Business #4.5 Planning Commission Recommendations.

Motion by Trustee Bard, second by Trustee Deur, **ADOPTED**, to accept the amended September 10, 2012 Work Session Agenda.

*Upon Voice Vote: **7 AYES***

PUBLIC COMMENT:

There was no public comment.

ANNOUNCEMENTS: Supervisor St. Amour stated that he did not have any announcements at this time.

OLD BUSINESS:

1. Ordinance Enforcement – Supervisor St. Amour reviewed the following ordinance enforcement cases active in the township.

- 3148 Worden Street – owner pled guilty and has moved
- 4965 Duck Lake Road – pled guilty, paid fine but is still being monitored for cleanup
- 2643 Duck Lake Road – ticketed and will be monitored for cleanup
- 3980 McMillan Road – a re-visit is scheduled for next week for cleanup progress
- 3043 Worden Road – Building Inspector will re-visit for building assessment
- 3517 N. Green Creek Road – continued monitoring for cleanup
- 6806 South Shore Drive – fence has been removed and will be monitored

Motion by Trustee Bard, second by Trustee Deur, **ADOPTED**, to suspend for open floor comments from resident James Stanhope.

*Upon Voice Vote: **7 AYES***

Resident James Stanhope asked how ordinance enforcement cases are brought to the attention of the Board. He asked if we drive the township and look for them or if they are brought to our attention by residents. Supervisor St. Amour stated that ordinance violations are not sought but are brought forth by residents either in person, email, phone or anonymously.

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Motion by Trustee Bard, second by Trustee Deur, **ADOPTED**, to unsuspend from open floor comments.

Upon Voice Vote: 7 AYES

2. Civil Infractions – Attorney Even stated that he prepared a Resolution to be adopted by the Board naming the Ordinance Enforcement Bureau Clerk (Clerk Rillema) and Ordinance Enforcement Officers (Supervisor St. Amour, Clerk Rillema and Zoning Administrator Don Sandel) at the Regular Monday meeting. Supervisor St. Amour stated that he would like to go over the process with the Bureau Clerk, Enforcement Officers, Treasurer and staff in the near future.
3. Policies & Procedures, Employee Handbook – In the Policies and Procedures under 4.0 Financial Administration – 4.9 (b) Written quotations and sealed bids is still an item that Attorney Even is reviewing and will present his recommendation at the October work session. Also under 3.0 Personnel Administration – 3.4 (c) Complaint Procedures Harassment, Attorney Even suggested language change and will present his recommendation at the October work session. In the Employee Handbook, the Board will remove the paid Birthday to employees, sick days will be changed to personal days and Attorney Even presented his recommendation for the vacation accrual process which the Board was in agreement. No motion will be made to either until all changes are acceptable.
4. WLFA Articles of Incorporation – Supervisor St. Amour asked to table this topic until he has a chance to discuss with Attorney Even.
5. Lamos Road End – Attorney Even stated that he retrieved the files from Attorney Eklund on the road end and found the letter written to the westerly neighbors in 2009 but unfortunately it appears to have never been sent. The Board discussed options to have a survey completed on the road end and signage or fencing placed down both boundaries to alert the community that it remains open to the public. A motion will be prepared for the Monday Regular Meeting to obtain a survey and either place signage on posts or construct fencing along the westerly and easterly boundaries.
6. Paper Container – Supervisor St. Amour stated that his conversation with Fruitland Evangelical Covenant Church regarding use of the paper container for use of the church as a polling location was turned down. The church may find itself out of the paper collecting business soon due to other jurisdictions it works with considering switching to a co-mingled recycling source also.
7. Dalton-Fruitland Waste Water Flow Through Agreement – Attorney Even at this time does not recommend Fruitland Township signing such agreement until further research can be done by Attorney Even and Supervisor St. Amour.
8. Road Projects – Supervisor St. Amour prepared a proposed 2013 Murray Road Construction project worksheet for review. Discussion by the Board willing to cover 60% of the cost and MCRC to potentially cover engineering costs, tasked Supervisor St. Amour to request a detailed quote from the MCRC and then send a postcard to Murray Road/Starboard Road residents asking the willingness to pay a special assessment for the difference. The road

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project quote is to replace the existing road as is without any specialties (i.e., sidewalks, bike path, widening of road, etc.).

9. Health Insurance Fringe – The increase in the monthly single health insurance premium has increased the monthly health insurance fringe by over 50% and has caused concern for board members. Trustee Deur suggested basing the health insurance fringe increase/decrease on the national average which is about 7%. Others concurred with this rationale. Treasurer Beegle stated that many employers offer a flat amount per year rather than figuring a percentage. Supervisor St. Amour cautioned the board in changing the current method as it may cause those now receiving the health insurance fringe to switch back to the insurance coverage. After a straw vote, a motion will be placed on the regular meeting to increase the insurance fringe on the national average percentage of 7%.

NEW BUSINESS:

1. WRLS Artifacts – Supervisor St. Amour inquired if the Board wanted to accept or decline future artifacts for the WRLS. Discussion was to consider donations/gifts on a case by case basis. At this time, there are no donations/gift requests.
2. Charge for Dock Use – Several members of the Board inquired about placing a money drop box for use of the launch at Scenic Drive Road End. Supervisor St. Amour will inquire with the Muskegon County Road Commission if we are able to place such drop box at the road end. The reason for the drop box would be to offset any expenditures that arise for dock repair, launch sand removal, etc.
3. Dock Repair – Supervisor St. Amour stated that he received an invoice for the dock repair at Scenic Drive Road End in the amount of \$570.33 to be paid. Supervisor St. Amour stated that our insurance deductible is \$500.00. The invoice will be submitted for payment.
4. Mason Drain & Partridge Drain – Supervisor St. Amour stated that the Muskegon County Drain Commissioner has retained Fitzgerald Henne & Associates, Inc. to study the Mason Drain and the Partridge Drain on site on September 12, 2012. Zoning Administrator Don Sandel will be asked to meet with this firm to review if any improvements might be necessary.
5. Board Comments – Treasurer Beegle reported that the software of Official Payments that is available for on-line payment of tax payments will be invoicing Fruitland Township in the amount of \$1000.00 because our threshold is below \$100,000.00 of use. Treasurer Beegle explained that usage is low and would recommend not utilizing this program in the future. The Board agreed and Treasurer Beegle will cancel this service before the end of September. Clerk Rillema stated that the grant application for the WRLS has been officially selected for funding under the 2012 Michigan Lighthouse Assistance Program. Clerk Rillema also stated that Fruitland Township Precinct 1, 2 and Absentee Voter Counting Board underwent a recount for the August 7, 2012 Primary Election for the County Commissioner District #8 results. All three precincts were recountable and the vote stood as counted on August 7, 2012. Clerk Rillema also stated that NIPPON Life Insurance company has issued a refund for insurance coverage for employee Dan Andrews for the months of February and March in

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which he was not eligible according to our policies and procedures for which the township did not issue payment.

ADJOURNMENT:

Motion by Trustee Bard, second by Treasurer Beegle, ***ADOPTED***, to adjourn the Monday, September 10, 2012 Work Session of the Township of Fruitland at 11:35 AM.

Upon Voice Vote: **7 AYES**

Respectfully Submitted,

Karolyn Rillema, Clerk
Township of Fruitland