

**FRUITLAND TOWNSHIP BOARD
REGULAR MEETING
NOVEMBER 15, 2010
MINUTES**

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

ALSO PRESENT: Five (5) interested parties.

CALL TO ORDER: Supervisor St. Amour called the Monday, November 15, 2010 Regular Meeting to order at 7:00 PM and welcomed those present, led the pledge of allegiance and asked all to stand for a moment of silence.

AGENDA: Supervisor St. Amour asked to amend the agenda to add Road Kill Banquet and Picture Gifts under Announcements/Communications and Advertising under Committee/Board Updates White River Light Station.

Motion by Trustee Bard, second by Trustee Deur, **ADOPTED**, to accept the amended November 15, 2010 Regular Township Board Meeting Agenda.

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

PUBLIC COMMENT:

1. Lee Holly, 6820 South Shore Drive – Applauded Supervisor St. Amour with the writing of E-news for its positive and informative topics.
2. Robert Hentschel, 1433 Lakewood Road – Would like the Board of Trustees to consider adding the Lakewood Lots into the ordinance for hunting. In his years of hunting in that area, he has not heard of any issues and has not seen many other hunters. Supervisor St. Amour stated that the Board will discuss the Hunting Ordinance under New Business 1.
3. Betsy Grein, 5780 Oak Tree Lane – Thanked Supervisor St. Amour for the recent email but asked where the \$145,000.00 surplus from last year went. Supervisor St. Amour stated that was placed in a special contingency fund for emergency use. He encouraged Mrs. Grein to follow the budget process for 2011-12 which would start next month. Mrs. Grein stated that members of the Friends of the White River Light Station would like to meet with Supervisor St. Amour within the first two weeks of December.

MINUTES:

Motion by Clerk Rillema, second by Trustee Binns, **ADOPTED**, to accept the October 11, 2010 Work Session Minutes, October 18, 2010 Regular Meeting Minutes and November 3, 2010 Special Meeting Minutes.

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

RECEIPTS & DISBURSEMENTS:

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Motion by Treasurer Wilks, second by Trustee Deur, **ADOPTED**, to accept the Receipts of \$75,592.08 and Bank Balance and Certificate of Deposits of \$912,916.22 for the period of October 1, 2010 through October 31, 2010 as reported by Melissa Wilks, Fruitland Township Treasurer and approve General Fund 101 Disbursements in the amount of \$65,288.99, Fund 120 Disbursements in the amount of \$122,107.50 and Fund 130 Disbursements in the amount of \$450.00 for the period of October 1, 2010 through October 31, 2010, as reported by Karolyn Rillema, Fruitland Township Clerk.

Upon Voice Vote: 7 AYES

ANNOUNCEMENTS:

Supervisor St. Amour thanked Dr. Holly for his comments during public comment regarding e-news. Supervisor St. Amour was disappointed that Terry Pepper of the Great Lakes Lighthouse Keeper's Association was not willing to talk with the Citizen's Advisory White River Light Station Committee but was encouraged that if a 501(c) 3 organization were to take over the White River Light Station his organization would be willing to help. The Friends of the White River Light Station's recent newsletter was received by Supervisor St. Amour. Supervisor St. Amour sent an email to Mrs. Grein clarifying several misstatements that were written in the newsletter. The Duck Lake Survey is no longer active on the website. A copy of the results and comments are available for review. The annual Road Kill Banquet of the MCRC is being held on November 30, 2010. Please contact Treasurer Wilks with your reservation. Supervisor St. Amour thanked Dr. and Mrs. Lee Holly for their donation of two aerial pictures – one of Fruitland Township and one of Duck Lake which will be both hung in the meeting room.

COMMITTEE/BOARD UPDATES:

- White Lake Ambulance Authority – Trustee Bard stated the next meeting of the WLFA will be on Wednesday, November 17, 2010.
- White Lake Fire Authority – Treasurer Wilks stated that the materials for the dry hydrants should be delivered within the next day or two. The permits have not been received back yet for the dry hydrants. The ISO rating will be performed after the installation of the dry hydrants. Treasurer Wilks stated that the WLFA Board voted to hold their meetings every other month beginning in January 2011.
- Parks and Recreation Commission – Trustee Binns stated that the Master Plan of the Parks & Recreation Commission has been revised by the Board of Trustees. A meeting was to be scheduled to discuss a few areas that were in question but has been postponed and addressed by the Parks & Recreation Commission at its next meeting. Supervisor St. Amour received authorization from the MCRC for additional parking along Scenic Drive near Marcus Park. Supervisor St. Amour will ask Don Underwood, maintenance, to take an inventory of signage necessary for this additional parking and work with the MCRC for sand placement that would be necessary. An ordinance change would be necessary for the additional parking and will be added to the December work session agenda. Trustee Binns stated that Commissioner Marcinkowski continues coordinating a 5K Run to take place next summer with a rallying at Nestrom Park. More details forthcoming.

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- Planning Commission – Trustee Deur stated that a public hearing was held on November 3, 2010 and recommended the change in height requirements for accessory buildings on certain lot sizes.

Motion by Trustee Deur, second by Clerk Rillema, **ADOPTED**, to accept the recommendation from the Planning Commission to change the maximum accessory building height language in Accessory Buildings and Uses, Section 3.08, Item G number 1 by deleting the word floor and replace with the word footprint and in number 2, increase maximum accessory building height for building footprint size less than 673 square feet from 16 feet to 22 feet and 673 to 1103 square feet from 20 feet to 24 feet and add the in various title descriptions.

Upon Voice Vote: **7 AYES**

- Zoning Board of Appeals – Clerk Rillema stated there was a meeting held on November 8, 2010 in which the applicant, HK Endeavors, of 6168 & 6188 Murray Road (61-06-245-003-0003-00) asked for a recess to get further input from his neighboring properties. No discussion or criteria for the hearing was discussed. A January 2011 meeting will be held.
- Citizen’s Advisory Wireless Committee – Trustee Deur stated that discussion with Merit Network, Inc. resulted a meeting of last mile providers interested in providing service in Fruitland Township. The committee members will be tasked to make a grid of those petitions completed earlier in the year to supply the interested last mile providers with where the interest is in our township. It may take a couple of months to get feedback from those providers.
- Citizen’s Advisory Residential Rental Committee – Trustee Deur stated that a meeting with Steve Nagengast, Rod Siegel, our Building Official, and himself will be on Wednesday, November 17, 2010 to discuss enforcement, what to inspect and how complaints are to be received.
- Citizen’s Advisory McMillan Road End Committee – Supervisor St. Amour stated that this is a placeholder until year end. At the December work session, Supervisor St. Amour will develop a list of options going forward.
- Fred Meijer Berry Junction Rail Trail – Supervisor St. Amour shared the MDOT press release stating that the MCRC will construct Phase I of the Fred Meijer Berry Junction Rail Trail. The Wege Foundation grant was denied and no information has been received from the Frey Foundation. The Enhancement grant agreement for MCRC with Dalton and Fruitland Townships needs to be signed for MCRC to be our engineer for Phase I.

Motion by Supervisor St. Amour, second by Trustee Binns, **ADOPTED**, to instruct the Clerk and Supervisor to sign the Muskegon County Road Commission Enhancement Grant Agreement with Dalton and Fruitland Townships for the construction of a non-motorized pathway from Tyler Road in Dalton Township to White Lake Drive in Fruitland Township otherwise known as the Fred Meijer Berry Junction Rail Trail.

Roll Call Vote: Trustee Bole **AYE**, Treasurer Wilks **AYE**, Clerk Rillema **AYE**, Trustee Binns **AYE**, Trustee Deur **AYE**, Trustee Bard **AYE**, Supervisor St. Amour **AYE**

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- White River Light Station – Supervisor St. Amour stated that he emailed the members of the Citizens Advisory White River Light Station committee regarding the recent development of Terry Pepper not coming to a meeting. A 501(c) 3 organization has spoken to Supervisor St. Amour with interest in WRLS. Curator McDonnell reported that she is applying for a grant for the painting of all paintable exterior surfaces of the museum. During the winter months she will be reviewing and updating all deeds of donations/items on loan to the WRLS. Curator McDonnell is nearly completion of the inventory of gift shop items and will continue work with Treasurer Wilks on the WASP software for accuracy. Supervisor St. Amour shared with Curator McDonnell several advertising opportunities at low cost for future consideration. The suggestion from the Board of Trustees to install a security camera at the museum was also mentioned. Mr. Oscar Osbell, a Muskegon based film maker, taped the tour of the WRLS and will produce the DVD and have it ready for sale for the holiday season. Several fundraising ideas are being explored but the parking continues to be an issue at the WRLS. Curator McDonnell is nearly finished with the repainting of the shutters and has lilac and hillside pruning on her fall list of items to be completed before snowfall.

OLD BUSINESS:

1. 5623 Murray Road – Supervisor St. Amour stated that no word has been received to date from the Appellate Court.
2. Ordinance Enforcement – Supervisor St. Amour stated that Ralph Meyers of 1490 W. Duck Lake Road was granted an adjournment and has until December 7, 2010 to have his property cleaned up. Supervisor St. Amour will inform Mrs. Pyle of 3350 Bard Road that removal of the boats is overdue. Mrs. Ball of 4540 Weber Road was ticketed for the excess junk violation and no court date has been set. Supervisor St. Amour received several complaints on this property.
3. Sale of Township Land – Supervisor St. Amour stated that he has been in contact with Jamie Ladd of the Land Conservancy of West Michigan. A date will be scheduled for touring the property off Duck Lake Road, but may wait until after deer season to do so.

NEW BUSINESS:

1. Hunting Ordinance (Lakewood Lots) – Supervisor St. Amour asked the Board of Trustees if adding the Lakewood Lots into the Hunting Ordinance was an action to be changed. Majority of the Board felt that there were too many homes and not enough property to entertain such a change. No action will be taken at this time.
2. Policies & Procedures –

Computer Use Policy – the following resolution was presented:

**FRUITLAND TOWNSHIP
RESOLUTION 2010-20
COMPUTER USE POLICY**

WHEREAS, the Fruitland Township Board wishes to adopt a policy for computer use, and

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WHEREAS, the provisions of these guidelines shall apply to all employees of the Township of Fruitland, including those who are elected or those who are appointed, and

WHEREAS, it is the intent of the Township to express its philosophy and set forth general principles when using electronic media and services, and

WHEREAS, the computer use policy will be added to the Policies and Procedures in Section 5, item number 5.5(g) *Computer Use Policy*.

Motion by, Trustee Bole, second by Trustee Deur, **ADOPTED**, Resolution 2010-20 to adopt the Fruitland Township Computer Use Policy.

Upon a roll call vote, with all members present, the members voted as follows:

“AYE”: Trustee Bard, Trustee Deur, Trustee Binns, Clerk Rillema, Treasurer Wilks, Trustee Bole, Supervisor St. Amour

“NAY”: None

“ABSENT”: None

BE IT RESOLVED THAT, the Fruitland Township Computer Use Policy was adopted by the Board of Fruitland Township, at a regular meeting held Monday, November 15, 2010 at 7:00 PM.

Karolyn Rillema, Clerk
Township of Fruitland

Meritorious Conduct Policy – the following resolution was presented:

**FRUITLAND TOWNSHIP
RESOLUTION 2010-21
MERITORIOUS CONDUCT POLICY**

WHEREAS, the Fruitland Township Board wishes to adopt a policy for meritorious conduct, and

WHEREAS, the provisions of this policy shall apply to all employees of the Township of Fruitland, and

WHEREAS, it is the intent of the Township to have department heads bring to the attention of the township board any conduct of merit by any township employee, volunteer or appointed official that deserves recognition. The township board, at its discretion, shall recognize meritorious conduct through the adoption of a resolution of tribute or may grant an employee compensation time of up to five days to be used within a calendar year, and

WHEREAS, the meritorious conduct policy will be added to the Policies and Procedures in Section 3, replacing 3.10 Employee Recognition.

Motion by Trustee Deur, second by Trustee Binns, **ADOPTED**, Resolution 2010-21 to adopt the Fruitland Township Meritorious Conduct Policy.

Upon a roll call vote, with all members present, the members voted as follows:

“AYE”: Trustee Bole, Treasurer Wilks, Clerk Rillema, Trustee Binns, Trustee Deur, Trustee Bard, Supervisor St. Amour

“NAY”: None

“ABSENT”: None

BE IT RESOLVED THAT, the Fruitland Township Meritorious Conduct Policy was adopted by the Board of Fruitland Township, at a regular meeting held Monday, November 15, 2010 at 7:00 PM.

Karolyn Rillema, Clerk
Township of Fruitland

- 3. Eagle Scout Shelving Project – Treasurer Wilks stated that she had Lowe’s Home Improvement quote the material after discussion at the work session.

Motion by Treasurer Wilks, second by Trustee Bole, **ADOPTED**, to authorize Treasurer Wilks to order the shelving material from Lowe’s in the amount of \$538.34 for the building of shelves for the township hall basement. Labor will be provided by Zach Balzer to earn his Eagle Scout Award.

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Roll Call Vote: Trustee Binns **AYE**, Trustee Deur **AYE**, Trustee Bard **AYE**, Trustee Bole **AYE**, Treasurer Wilks **AYE**, Clerk Rillema **AYE**, Supervisor St. Amour **AYE**

4. Seasonal/Temporary Staff – Supervisor St. Amour stated that because of the difficulty in securing community help from KPEC and the jail that he would like the ability to hire a seasonal/maintenance person to help Don Underwood with fall maintenance. At the present time, we do have a young man performing community service but may not be able to provide the hours necessary for the fall cleanup. The following motion was offered:

Motion by Supervisor St. Amour, second by Trustee Bard, **ADOPTED**, to authorize Supervisor St. Amour to hire a temporary/seasonal maintenance person to help Don Underwood with fall clean up on township property not to exceed 80 hours @ \$10.00 per hour.

Roll Call Vote: Trustee Bole **AYE**, Treasurer Wilks **AYE**, Clerk Rillema **AYE**, Trustee Binns **AYE**, Trustee Deur **AYE**, Trustee Bard **AYE**, Supervisor St. Amour **AYE**

8. Board Comments – Curator McDonnell shared with the Board of Trustees a group that recently visited the WRLS from Goodwill. She explained their willingness to climb the spiral staircase even though they were mentally/physically challenged. Trustee Bard was concerned about Curator McDonnell’s mention of visitors climbing the spiral stairwell with it being a danger and a liability. Others mentioned maybe signage should be put up or possibly a disclaimer waiver being signed.

ADJOURNMENT:

Motion by Treasurer Wilks, second by Trustee Bard, **ADOPTED**, to adjourn the November 15, 2010 Regular Meeting of the Township of Fruitland at 8:20 PM.

Upon Voice Vote: **7 AYES**

Respectfully Submitted,

Karolyn Rillema, Clerk
Township of Fruitland