

FRUITLAND TOWNSHIP BOARD  
WORK SESSION  
JANUARY 13, 2009  
MINUTES

**PRESENT –**

Supervisor Sam St. Amour, Treasurer Debbie Boyer, Clerk Karolyn Rillema, Trustee Mary Ann Bard, Trustee Norma Binns, Trustee Gary Bole and Trustee Jan Deur.

**ALSO PRESENT –**

Attorney Bob Eklund and (7) interested parties.

**CALL TO ORDER –**

Supervisor Sam St. Amour called the Tuesday, January 13, 2009, Work Session of the Fruitland Township Board to order at 4:02 PM.

**SPECIAL GUEST –**

Muskegon County Road Commissioner – newly elected Commissioner Mel Black introduced himself to the board and spoke briefly on his goals serving as Commissioner on the Road Commission. He is a resident of Fruitland Township and will work diligently to serve Fruitland Township's needs.

**AGENDA –**

Motion by Trustee Deur, second from Trustee Bard, **ADOPTED**, to accept the January 13, 2009 Work Session Meeting Agenda as submitted.

*Upon Voice Vote: 7 AYES*

**CONSENT AGENDA –**

- Citizen's Advisory Community Building Committee – (6 month term – January 1, 2009-June 30, 2009)  
*Mari Hammond, Ken Trojan, Bob Timmerman, Sam St. Amour (Board Representative)*
- Citizen's Advisory Wireless Service Committee – (1 year term – January 1, 2009-December 31, 2009)  
*Steve Nagengast, Charles Joy, Connie Learman, Jan Deur (Board Representative)*
- Construction Board of Appeals – (2 year term – January 1, 2009 – December 31, 2010)  
*Dean Evans, Don Schmiege, Lester DeHaan*
- Zoning Board of Appeals – (term ending March 31, 2009)  
*Steve Markel – Alternate*
- Muskegon District Library Representative – (term expiring December 31, 2010)  
*Ilene Cioe*
- Citizen's Advisory Scenic Drive Committee – (term expiring December 31, 2009)

Supervisor St. Amour would like to have the Board approve this Consent Agenda as one motion at the Monday Regular Board Meeting.  
*Place on Monday Regular Board Meeting Agenda.*

**COMMITTEE/BOARD UPDATES –**

- White Lake Ambulance Authority, *Mary Ann Bard*
- White Lake Fire Authority, *Debbie Boyer*

- Parks and Recreation Commission, *Norma Binns*
- Citizen's Advisory Road Committee, *Gary Bole*
- Citizen's Advisory Law Enforcement Committee, *Mary Ann Bard*
- Planning Commission, *Jan Deur* – Public Hearing on February 4, 2009
- Citizen's Advisory Dry Hydrant Committee, *Norma Binns*
- Citizen's Advisory McMillan Road End Committee, *Mary Ann Bard*
- Citizen's Advisory Community Building Committee, *Sam St. Amour*
- Citizen's Advisory Wireless Committee, *Jan Deur*
- Citizen's Advisory Scenic Drive Committee, *Jan Deur, Sam St. Amour*
- Zoning Board of Appeals, *Gary Bole*  
*Place on Monday Regular Board Meeting Agenda.*

## **OLD BUSINESS –**

### **1. Duck Lake Association / Marcus Dunes / Winterwood Shores**

Supervisor St. Amour furnished the board with correspondence to review before Monday's Regular Board Meeting. Supervisor St. Amour will be asking for a motion to have authorization to meet with two individuals from each party to discuss a possible solution to the land/lake usage on Duck Lake.

*Place on Monday Regular Board Meeting Agenda.*

### **2. Policies & Procedures Handbook (Sections 1, 2 & 3)**

Supervisor St. Amour and Trustee Binns reviewed sections 1, 2 & 3 and made various grammatical errors and corrections. After review by the Board, Supervisor St. Amour will ask for a motion to have authorization to send it to Attorney Eklund for review. Section 4.0 – 4.6 will be reviewed by Trustee Deur, Treasurer Boyer and Clerk Rillema.

*Place on Monday Regular Board Meeting Agenda*

### **3. Sewer Engineering Proposal**

Supervisor St. Amour will meet with Prein & Newhof on Thursday, January 15, 2009 to review proposal. After that meeting, Supervisor St. Amour could be asking for a motion to accept Prein & Newhof as bid winner for the sewer study.

*Place on Monday Regular Board Meeting Agenda.*

### **4. Nord Road**

Treasurer Boyer and Attorney Eklund completed research on owner's names and # of parcels owned by whom on Nord Road. It costs the Township approximately \$87.00 per parcel to maintain the road which is illegal for Fruitland Township to continue to do. Supervisor St. Amour will be asking for a motion to hold an informational meeting with those parcel owners to discuss future options for road maintenance.

*Place on Monday Regular Board Meeting Agenda*

### **5. Nestrom Road**

Supervisor St. Amour would like to meet with the two property owners to help foster a friendly relationship between the two. The board verbally okayed this informal meeting with the Supervisor.

**6. 1562 Duck Lake Road**

Supervisor St. Amour has been informed that the property was to be sold as of January 13, 2009, to the neighbor, Lisa Stewart. Ms. Stewart has asked by phone, time to review house repairs before any further action be taken in regards to our Condemnation ruling. Ms. Stewart will attend the Monday Regular Board Meeting and comment during Public Comment.

*Place on Monday Regular Board Meeting Agenda*

**7. 5623 Murray Road**

Attorney Eklund and Supervisor St. Amour advised the board of the status of the building site on Murray Road. A stop order permit was issued and is awaiting further plans from the architect.

**8. Duncan Property Sale**

The property has not been sold yet due to our lack of getting the survey completed. Supervisor St. Amour has discussed this with Zoning & Administrator Sandel to oversee this survey being completed. The drawings should be completed within the next few weeks.

**9. MTA Book Order**

Clerk Rillema received the order for five (5) Law Enforcement books. Trustee Bard is in receipt of them.

**10. 2009 GMC Stake Truck**

Trustee Bole stated that the truck was received and reports no problems at this time. Appears to be doing a great job.

**11. Notary Status**

Clerk Rillema stated that both Sally Garvey and she received their notary cards. Stamps and Seals have been ordered, but they are able to notarize as of today for in-state notarization.

**12. Board Goals**

Supervisor St. Amour has received all but two of the board members goals. He pleaded with them to complete and provide him with those goals so he can initiate a master list for all to review.

**13. Clerk Rillema received from Chairman Kooistra of the Planning Commission an application for Sue Hertel to attend a workshop on Planning & Ethics on January 22, 2009 in the amount of \$55.00 for board approval.**

Motion by Trustee Bard, second from Trustee Bole, **ADOPTED**, to authorize Sue Hertel to attend the Planning & Ethics workshop on January 22, 2009 in the amount of \$55.00.

**ROLL CALL VOTE:**

Trustee Deur **AYE**, Trustee Bard **AYE**, Trustee Bole **AYE**, Treasurer Boyer **AYE**, Trustee Binns **AYE**, Clerk Rillema **AYE**, Supervisor St. Amour **AYE**

**NEW BUSINESS –****1. 1994 Truck Status**

With the purchase of the 2009 GMC Stake Truck, status of the 1994 Truck needs to be addressed. Supervisor St. Amour asked Treasurer Boyer to research costs of maintaining this vehicle and asked the board members to consider selling it.

*Place on Monday Regular Board Meeting Agenda.*

**2. Cutoff for Receipts and Disbursements**

Treasurer Boyer and Clerk Rillema asked the Board to consider changing the dates of the Revenue and Disbursement Reports to reflect the entire prior month instead of the middle of the previous month to the Friday before the Regular Board Meeting to assist in the ease of preparing the reports. They will ask for a motion at the Monday Regular Board Meeting.

*Place on Monday Regular Board Meeting Agenda.*

**3. Maintenance/Cleaning/Ecology Station**

Supervisor St. Amour would like the board to consider combining these positions into one. Discussion of overlap of duties/conflicts will need to be reviewed for future discussion. An outside cleaning company currently cleans once a week at a cost of \$65.00 a cleaning. Supervisor St. Amour will ask for a motion at the Monday Regular Board Meeting to discontinue that service and ask our Maintenance employee to take on those responsibilities.

*Place on Monday Regular Board Meeting Agenda.*

**4. Punch Card Only**

Treasurer Boyer and Supervisor St. Amour would like the Board to consider selling a non-discounted punch card to be sold at the Ecology Station and continue selling the discounted punch card at the Hall. By June 1, 2009, the Ecology Station could become cash free. All residents/users of the Ecology Station would either have to purchase punch cards at the Ecology Station, Hall or write a check for sanitation services. No cash would be accepted. Treasurer Boyer and Supervisor St. Amour will be investigating costs – vs – income.

**5. Gypsy Moth**

Supervisor St. Amour received an email from Robert Ribbens, Muskegon County Regional Water System Supervisor, stating that NO spraying for Gypsy Moths is recommended for 2009.

**6. Brine**

A letter to Muskegon County Road Commission to participate in the Dust Control Program for 2009 has been provided for review. Supervisor St. Amour will be asking for a motion to authorize participation at the Monday Regular Township Board Meeting. Trustee Bole requested that we ask for this brine spraying as late in the season as possible.

*Place on Monday Regular Board Meeting Agenda.*

## 7. Blank Road Culvert

Supervisor St. Amour received costs for the repair of the culvert that failed on Blank Road. The road is currently closed until the weather is favorable for repair. The cost of the repair is approximately \$7642.00. Supervisor St. Amour asked for permission from the board to send a letter to the Blank Road residents informing them of this repair and time frame of repair. He will also be asking for a motion at the Monday Regular Township Board Meeting to approve this repair.

*Place on Monday Regular Board Meeting Agenda.*

## 8. Health Insurance

Clerk Rillema asked the Board to authorize for both Supervisor St. Amour and herself payment for the health insurance incentive retroactive to noon on November 20, 2008 to January 2009. Supervisor St. Amour will be active on the insurance March 1, 2009 and she has opted to not take the insurance. Clerk Rillema will be asking for a motion at the Monday Regular Board Meeting.

*Place on Monday Regular Board Meeting Agenda.*

## 9. Muskegon County Road Commission (Speed Limit Decision Group)

In September 2003, the board elected to opt out of the Speed Limit Decision Group with the Muskegon County Road Commission and the Michigan State Police. Supervisor St. Amour would like the board to reconsider opting back into this group. He will be asking for a motion at the Monday Regular Board Meeting.

*Place on Monday Regular Board Meeting Agenda.*

### 9.5 Parking Notice

Supervisor St. Amour prepared a letter to be put given to individuals or placed on windshields in the heavily used areas around White Lake to remind residents/visitors of the need to obey “no parking” signs.

Motion by Trustee Bole, second by Trustee Bard, ***ADOPTED***, to authorize Supervisor St. Amour and others the ability to place this letter on windshields and hand out to various businesses in the White Lake Area to advise residents/visitors of the parking and enforcement of parking ordinances.

*Upon Voice Vote: 7AYES*

### 9.75 Blueberry Festival

At this time, we have no chairperson to oversee the Festival. It was discussed to solicit for a chairperson in our E-news, newspaper and word of mouth. Trustee Binns is willing to spread the word in the community and report back to Supervisor St. Amour.

## 10. Fruitland Township Representation

Trustee Deur has been meeting with these groups to gather information on our benefit of being a member. WMSDC insistence of following Act 226 needs to be clarified. Supervisor St. Amour and Trustee Deur will draft a letter to WMSDC. The letter and approval of the White Lake Chamber of Commerce will be asked for approval by motion at the Monday Regular Township Meeting.

*Place on Regular Board Meeting Agenda.*

- Muskegon Area First - \$3665.00 – based on population
- Joint Planning Commission - \$1000.00 (paid via WMSRDC)
- Muskegon Area Wide Plan - \$0
- West Michigan Shoreline Regional Development Commission - \$0
- White Lake Area Chamber of Commerce - \$220.00
- Muskegon Area Chamber of Commerce - \$315.00

**OTHER ITEMS –**

Treasurer Boyer mentioned that she is watching properties that may be of interest in purchasing by Fruitland Township in the upcoming tax sale.

**ADJOURNMENT –**

Motion by Trustee Binns, second by Trustee Bard, ***ADOPTED***, to adjourn the January 13, 2009 Work Session Meeting of the Fruitland Township Board at 6:50 PM.

*Upon Voice Vote: 7AYES*

Respectfully Submitted,

Karolyn Rillema, Clerk