

**MINUTES OF VERGENNES TOWNSHIP BOARD**  
**April 20, 1998**

The regular meeting of the Vergennes Township Board was called to order by Marsha Wilcox at 7:03 p.m. in the Vergennes Township Hall.

Members Present:	Marsha Wilcox	-	Supervisor
	Jean Hoffman	-	Treasurer
	Mari Stone	-	Clerk
	Sue Geiger-Hessler	-	Trustee
	Mark Weber	-	Trustee

A motion was made by Weber and seconded by Geiger-Hessler to approve the minutes of the March 30, 1998 regular meeting. Motion carried.

Treasurer's Report was given by Hoffman and accepted as read. A motion was made by Hoffman and seconded by Stone to approve the bills including Williams & Works invoice with the Performance Plan Review item (\$200) separated from the invoice as it is paid out of Community Development funds. Motion carried. Drafts 2692 to 2725 were issued.

**Zoning Officer Report - Deb Rashid.** Reported that the Assessment roll will be completed by 5/1/98, the homestead exception due date. There were no zoning issues to discuss.

**Unfinished Business:**

1. **Quit Claim Deed Update - Kent County Road Commission.** A Quit Claim Deed was granted by the Road Commission to the Township Board on "Mill Land" for another five years after the Historical Society added the Township as additional insured for liability purposes.
2. **Update on Site Development Review Procedure.** Sent to be reviewed by Planner for his comments. Comments to be sent to Planning Commission.
3. **Update on Home Business Registration & Permit Process.** All businesses considered non-conforming as of 4/15/98 the date at which home business ordinance was adopted. Three categories: (1) home business registration (not required); (2) zoning compliance permit for home occupation (only if not legal); and (3) special exception use permit (for Home-based Businesses, only if not legal). No charge for a zoning compliance permit or special exception use permit for one year -- this moratorium ends 4/15/99.

**New Business:**

1. **Establishment of Construction Board of Appeals.** Required by the State of Michigan to consist of three to seven members. Township Board discussed establishing a Construction Board of Appeals consisting of three members with one member being familiar or having knowledge of the Construction Code. This Board would hear

requests/applications for construction variances from strict adherence to the Code, i.e. appeal of BOCA Code having to do with stair widths, etc. Until next Board meeting, Township to look into developing details and at that time add or subtract number of members on the Construction Board of Appeals. An advertisement to be published regarding interested residents. Motion to approve the formation of a Construction Board of Appeals as required by the State of Michigan with number of members and development of details regarding this Board to be discussed at Board meeting in May made by Weber and seconded by Hoffman. Motion approved. Roll Call: Unanimous

2. **Approval of Designated Depository Institutions.** The Treasurer would prefer to continue accounts with Standard Federal, Huntington Bank, Kent County Money Max, Edward D. Jones, and add to the list Ionia County Bank as an alternative. Hoffman noted that the best interest rate is currently with Kent County Money Max. Motion by Stone, seconded by Weber, to approve the institutions as stated. Motion carried.
  
3. **Reauthorization of Work Order for Downes East of Alden Nash.** Original authorization of this work order to widen, grade, cut trees and raise this portion of Downes to county specifications given 7/21/97. Approval for tree removal was given by all property owners except one. Easement received from Kazemier. Motion made by Hoffman to reauthorize work order on Downes East of Alden Nash and seconded by Geiger-Hessler. Motion approved.
  
4. **Adoptions of Revised Fee Schedule and Sign Application Form.** No significant changes. Voter registration on disk raised to \$60 from \$45; copy fee \$.25 from \$.10. Discussion regarding fees for signs. Application for a sign permit is called for in the ordinance. Board members felt that \$25 was an adequate amount for a sign permit. Motion made by Geiger-Hessler and seconded by Stone to adopt the above changes to fee schedule regarding voter registration on disk and copy fees, and assign the amount of \$25 to the sign fee. Motion approved.
 

A form for the sign application permit process was presented. Motion made by Stone to approve the sign application form, seconded by Hoffman. Motion approved.
  
5. **Adoption of Revisions to BOCA Codes; Building, Electrical, Mechanical and Plumbing.** A motion was made by Stone, and seconded by Weber, to adopt revisions to the BOCA Codes as Ordinance 97-3, building; 97-4, plumbing; 97-5, mechanical; and 97-6, electrical. A roll call vote was taken: Unanimous
  
6. **Precise Engineering Request to Modify Special Exception Use Permit.** Addition of a storage pole building; new concrete; no water; not connected to existing building and to be used just for storage. A motion was made by Weber, seconded by Stone, to grant Precise Engineering request to modify its special exception use permit. Motion approved.

7. **Employee Compensation and Staffing Issues.** A motion to approve employee compensation increases made by Stone and seconded by Hoffman as follows:

Clerical	From \$7.50 to \$7.85
Deputy Clerks	an additional \$.25 to \$8.10
Election Workers	\$7.00 per hour / Attendance at a required class - additional \$10.00 (no mileage)
Precinct Chairpersons	\$8.00 per hour - same class compensation
Recorders	\$35 per meeting plus \$10 additional if meeting over 2 hours

Motion approved.

8. **Proposed Conservation Easement or Preserved Open Space Ordinance.** This ordinance would allow the Township to receive a conservation easement or a permanently preserved open space from a land owner(s). This would be an enabling ordinance, and would likely be placed in Section 201.421, Special Regulations. As an example, it would allow the Township to hold a conservation easement on a designated piece of land in a site condominium to ensure the land will always stay undeveloped. The easement would be recorded as part of the Master Deed, indicating allowable use and requiring maintenance. The Board passed the matter to Township Attorney Jim Doezema for review and proper insertion in the ordinance.
9. **Discussion concerning Planner - Daneman & Associates.** No action was taken.
10. **Ken Wittenbach Extension.** Motion by Geiger-Hessler to extend Wittenbach’s Special Exception Use Permit to sift black dirt until the end of May. All other provisions to remain the same. Second by Weber, motion carried.
11. **Bill Schreur Jr. - Request for Designated Open Space Easement.** Request for 65 acre parcel. Wilcox explained the State program, and outlined what she proposed to be included in the agreement by the Township. The Township may place certain restrictions on the land when it agrees to the program. Schreur was dissatisfied with the proposed agreement. The issue was tabled for further study with a motion by Stone, seconded by Weber. Motion carried.

**Citizens Comments:**

Ray Zandstra spoke regarding Harding Properties and how the original plan has changed under PUD, i.e. five parcel site condominiums from six; designation of common area. Planning Commission not yet reviewed site plan. Board suggested Zandstra fill out a new application subject to PUD Ordinance; Zoning Board of Appeals meets 5/4/98 and if site plan recommended, bring before Township Board for approval on 5/18/98.

Concern over river eroding banks of Fallasburg Park. Suggestion to look into county programs  
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to keep banks of river from caving in and destroying park land.

Meeting adjourned at 8:45 p.m.

Respectfully Submitted,