

VERGENNES TOWNSHIP BOARD

Regular Meeting Minutes

December 16, 2002

Amendment in italics

The regular meeting of the Vergennes Township Board was called to order by Tim Wittenbach at 7:00 p.m. in the Vergennes Township Hall.

Members Present:	Tim Wittenbach	-	Supervisor
	Mari Stone	-	Clerk
	Vern Nauta	-	Trustee
	Al Baird	-	Trustee
	Jean Hoffman	-	Treasurer

Discussion regarding third sentence in second paragraph of November 18, 2002 minutes to be amended to read as follows: “Baird asked to have it noted that he “was not provided” (rather than “did not see”) the interview materials on the table during the October 29th meeting as depicted in the minutes...” Hoffman asked to have it noted that “the materials were present at the table and in her opinion, provided.” Motion by Hoffman, seconded by Baird, to approve as amended the minutes of the November 18, 2002 regular meeting of the Board. **Motion approved.** Agenda was accepted as written noting change in order – Frank Martin/Lowell Fire Department Expenses to follow Reitsma Electric Site Plan Review discussion; addition of “Road Commission Engineering Work Orders.” Bills approved as read with understanding that \$2,000 expenditure for repair of Look fire station roof not included as Board not yet authorized this disbursement. **Motion approved.**

New Business:

1. Reitsma Electric Site Plan Review. Planning Commission approved site plan review with Township Engineer’s review of site drainage. Baird made motion, seconded by Nauta, to approve Reitsma Electric Site Plan Review on recommendation of Planning Commission. **Motion carried.**

Unfinished Business:

1. Frank Martin – Lowell Fire Department Expenses. Roof at Look fire station 12-13 years old. Warrantee in place for 10 years. Usually take care of own maintenance but roof is leaking and funds for repair not available. Bid for replacement of roof - \$34,128. Plan on \$20,000 from Look Committee, \$10,000 from City General Fund and \$2,000 from each Township. Motion by Baird, seconded by Stone, to approve expenditure of \$2,000 for repair to Lowell Fire Department fire station roof on a one time basis because of extraordinary circumstances. **Motion approved unanimously.**

New Business (contd.):

2. Planning Commission Recommendations
 - Lot area language for Lake Residential (RL). Motion by Stone, seconded by Nauta, to adopt Ordinance **2002-16**, adding language to the RL District pertaining to lots not served by sewer.Roll Call: Yes: Wittenbach, Baird, Stone, Nauta, Hoffman
Motion approved.

- Industrial Lighting Standards. Motion by Nauta, seconded by Stone, to adopt Ordinance **2002-17**, adding lighting standards to the Industrial ordinance that mirror the Commercial District standards.

ROLL CALL: YES: WITTENBACH, BAIRD, STONE, NAUTA, HOFFMAN

Motion approved.

- Multi-tenant language for Industrial (I). Language to be inserted into ordinance governing lots multi-tenants. Motion by Nauta, seconded by Baird, to table this item until January pending Township *Planner's (instead of Engineer's)* review and verification of problem issues. **Motion carried.**
1. Zoning Board of Appeals Appointments. Motion by Hoffman, seconded by Stone, to reappoint Roger Odell to the Zoning Board of Appeals as alternate for a three year term expiring December 2005. **Motion approved.**
 2. Construction Board of Appeals Appointment. The Construction Board of Appeals is short one member. No interested individuals at present. Nauta suggested Roger Moore. Rich Kerr was also suggested. Clerk to call and determine any interest on their part.
 3. Planning Commission Appointments. Wittenbach made a motion to reappoint Jerry Richmond. Second by Baird. **Motion approved.** Wittenbach made a motion to reappoint Christopher Kropf. Second by Hoffman. **Motion approved.** Wittenbach made a motion to reappoint Tom Medendorp. Second by Hoffman. **Motion approved.** All are three year terms expiring December 2005.
 4. Board of Review Appointments. Bob Meyers term is up. Wittenbach made a motion, seconded by Hoffman, to appoint Gordon Edwards. **Motion approved.** Motion by Hoffman, seconded by Stone, to appoint Dave Pedley. **Motion approved.** Motion to appoint Bill Johnson, seconded by Baird. **Motion approved.** All are two year terms expiring January 2005.
 5. Federal Poverty Income Standards for 2003 Assessments. Motion by Wittenbach, seconded by Stone, to adopt Federal Poverty Income Standards for 2003 Assessments as presented. **Motion approved.**
 6. Approval of Meeting Schedule for 2003. No holiday conflicts. March meeting bumped up one week. Motion by Hoffman to approve Meeting Schedule for 2003 as presented. **Motion approved.**
 7. Approval of MTA Convention Attendance. Motion by Hoffman, seconded by Nauta, to approve attendance to MTA Convention to any Board member who wishes to attend. **Motion approved.**
 8. Collection of Summer Taxes for LAS, GRCC & KISD & Data Base Resolution. Motion by Hoffman, seconded by Stone, to approve collection of summer taxes for LAS, GRCC & KISD. **Motion approved.** Data Base Resolution required to be adopted every two years. Motion by Nauta , seconded by Stone, to authorize Treasurer to used data base, Resolution No. 3-2002. **Motion approved.**
 9. Jim Winter-Troutwine, Alton Church Building. In March/April 2002, Township hired Winter-Troutwine for two projects. First, allocation of \$32,000 to strip/prime/paint building, reglaze windows and replace door. Second, assessment of building with options and costs. Jim Winter-Troutwine presented a draft of final report regarding Alton Church Building assessment conducted to determine feasibility and needs for the short term, maintenance and program for long term use including various options and costs. Possibly eligible for 25% tax credit.

10. Road Commission Engineering Work Orders. Motion by Stone, seconded by Baird, to approve Road Commission Engineering Work Orders on 3 Mile and Fallsburg between 3 and 4 Mile. **Motion approved.**

Other Business:

Nauta inquired as to the mobile home on property west of Parnell on 2 Mile Road. Original contract required mobile home to be removed within 45 days. Deadline December 20, 2002. Vandersloot noted that mobile home one-half removed. She will check on progress this week.

Lynn Fennema (3 Mile Road) requested mobile home use as an accessory dwelling on property. She was informed this would require a special use permit.

Home Occupation/Home Based Business Packet provided to Board members. Discussion regarding adding language to Residential Lake District ordinance. That District currently lacks any. There will be an agreement form for applicant to sign which would indicate applicant has read ordinance and understood parameters of ordinance. Township Planner Jay Kilpatrick and Township Attorney to give reviews before sending language to Planning Commission.

Discussion regarding adding a dollar amount to fee schedule for "Pre-application Conference" to cover costs of consulting professionals. Need to develop language.

Motion by Hoffman, seconded by Baird, to close Township office December 23 and 25, 2002 as well as January 1, 2003. **Motion approved.**

Motion by Stone, seconded by Nauta, to approve application by Vandersloot to Engelhardt Committee for funds to purchase for Township Arcvue Software (\$1100-\$1500), large printer (\$1200-\$2000) or small printer (\$400-\$600) and CD of parcel maps for a total of approximately \$4,000-\$6,500. **Motion approved.**

No Citizens Comments.

Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Mari Stone, Clerk