

Vergennes Township

Regular Meeting, March 30, 1998

The 1998-99 Budget Hearing was called to order at 6:33 p.m.

Present were:

Wilcox	Supervisor
Geiger-Hessler	Trustee
Weber	Trustee
Hoffman	Treasurer
Stone	Clerk

Hoffman read the proposed budget line by line. The Assessor salary was proposed to be \$17,000.00, which is based on a \$10.00 per parcel rate. There is no longer an Assistant Assessor--just Assessor and one clerical staff person. Comment was made by a resident that the supervisor's salary should be more than the clerk and the clerk's salary more than the treasurer because it was felt that the responsibilities were in that order. Largest revenue to the Township is sales tax. There was a question concerning "Other Expenses - Miscellaneous", and whether the expenditures in this account should have their own accounts. It was decided to review the items in that account quarterly for future planning. Also discussed was having a separate budget for Planning Commission consulting fees.

Budget Hearing closed at 6:55 p.m.

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The regular meeting of the Vergennes Township Board was called to order by Supervisor Marsha Wilcox at 7:00 p.m.

A motion was made by Weber and seconded by Hoffman, that unless otherwise provided in the Township Board's by-laws or mandated by State Law, the Board shall conduct all its meetings in accordance with *Robert S. Rules of Order, Newly Revised*. Motion carried. A motion to approve the minutes of the February 16, 1998 Township Board meeting was made by Hoffman and seconded by Geiger-Hessler. A motion was made by Hoffman and seconded by Weber to approve the minutes of a Special Meeting of the Township Board held 2/23/98 to continue to review the budget in preparation of a new one for 1998-99. A motion was made by Weber and seconded by Hoffman to approve the minutes of a Special Board Meeting of 3/4/98 to accept the resignation of Supervisor Cook as revised with clarifications. All minutes approved.

Discussion was held concerning a recognition event for Cook and Wise. The Board gratefully accepted Gay Nauta's offer to chair a committee to seek ways to recognize Jim Cook and Gil Wise for their contributions to the township over the years.

Treasurer's report was given and bills approved with a motion by Weber, seconded by Geiger-Hessler. A motion by Geiger-Hessler to accept the Williams & Works invoice for comprehensive Plan project, seconded by Hoffman, passed. Drafts 2645 to 2699 were issued.

Building Permit Report through March 31, 1998 noted eight new single family residences with a total of 21 year-to-date. A Zoning Officer Report was not given, but as a follow-up to the February report, Stone noted that the Stoneridge split issue was resolved and a building permit has been issued on Stoneridge.

1. Update on Quit Claim Deed - Kent County Road Commission. The quit claim deed from the Kent County Road Commission to the Township for the old mill property to the north of the Fallasburg Covered Bridge is to expire in less than a month. Historical Society asked that the property again be quit claimed to the Township for the historical society so it can continue working on the project to move a working mill to the site. Liability was a concern, but the Board learned it would be indemnified in the historical society's insurance policy. The issue was resolved at the special Vergennes Township Board meeting held on February 23, 1998 contingent on liability coverage in return for an understanding that the land be occupied by a mill within five years.
2. Update on Site Development Review Procedure was set aside for discussion at a later date.
3. Amendments to the '97 budget that are necessary to be made once the March bills are posted are as follows:

Legal Fees - Change from \$7,000 to \$8,425.00 (\$1,425.00 increase)

Board of Review Miscellaneous - Change from \$100 to \$173.00 (\$73.00 increase)

Planning Salaries - Change from \$5,000 to \$6,325.00 (\$1,325.00 increase)

Motion by Hoffman to accept the amendments to the '97 budget, seconded by Stone, was approved.

New Business:

1. Adoption of Ordinance 98-2, concerning Home Businesses. A motion was made by Weber and seconded by Stone to accept Ordinance Number 98-2 Home Based Businesses (Ordinance to amend the Township of Vergennes Zoning Ordinance). After some discussion regarding the definition of a home based operation, Stone motioned to amend Page 5, Section 3 of the Ordinance to read as follows (QQ was changed to RR):

"RR. Home Based Businesses: "A business operation which is (a) incidental to a person's ownership of property and (b) is clearly a subordinate and secondary use of such property for residential purposes; and (c) is generally conducted away from such person's property; and (d) if such business was conducted primarily upon such property, would not be an industrial or commercial use."

Weber seconded, and the ammendment carried.

A Roll Call vote was taken on the amended motion:

Aye: Wilcox, Stone, Hoffman, Weber

Nay: Geiger-Hessler

Motion carried. The ordinance becomes effective seven days after publication.

The Board also approved of the Planning Commission recommendation to waive Zoning Board of Appeals application fees at 2-4 special meetings within the one year period following the effective date of the ordinance to hear any appeals for existing home businesses. Motion by

Weber, second by Geiger-Hessler. Motion carried.

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2. Adoption of 1998-99 Budget and Salary Resolution.

Hoffman proposed to amend the 1998-99 budget as presented as follows:

- Change Supervisor's salary from \$13,500 to \$14,500
- Change Clerk's salary from \$13,500 to \$14,000
- Change telephone budget from \$1,800 to \$2,200.00 (\$400.00 increase)

After discussion, a motion was made by Weber to adopt the 1998-99 Budget as amended, seconded by Hoffman.

Roll Call Vote: Aye: Wilcox Nay: Geiger-Hessler
 Stone
 Hoffman
 Weber

Motion carried. The adopted budget totaled \$333,400.00 in Revenues and \$383,465.00 in Expenditures. A complete copy is attached.

Weber motioned to approve a separate salary and per diem resolution, 2-98, for fiscal year beginning April 1, 1998:

BE IT RESOLVED that the Vergennes Township Supervisor, Clerk and Treasurer have annual salaries set at \$14,500, \$14,000 and \$13,500, respectively; Trustees per diems set at \$60 per Township Board meeting.

Additionally, Planning Commission members will have per diems set at \$40 per meeting, except the chairperson's which is set at \$60 per meeting; Zoning Board of Appeals members will have per diems set at \$40 per meeting, except the chairperson's which is set at \$60 per meeting; Board of Review members will have their annual salary set at \$240.

Recorders for any Township meeting will be paid \$35 per meeting.

Seconded by Stone, and a roll call vote was taken:

: Aye: Wilcox, Stone, Hoffman, Weber, Geiger-Hessler
 Nay: None

Motion approved.

3. Motion made by Stone, seconded by Weber, to approve Resolution 3-98, establishing an escrow fund requirement for certain zoning applications and developments. All members voted aye. Motion carried.

4. Adoption of Complaints Form. Motion made by Weber, seconded by Hoffman, to adopt Request to File a Complaint form. Motion carried.

5. Adoption of Form for Application to Boards and Commissions. Motion by Geiger-Hessler to

approve a form for Application to Various Boards and Commissions, seconded by Stone. Motion carried.

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6. Special Exception Use Permit. Motion by Geiger-Hessler to approve Special Exception Use Permit to Ken Wittenbach regarding his sand pit for thirty days (4/1 to 4/30/98) for a three day period 8:00 a.m. to 5:00 p.m. during the work week after notifying Township three days before actual period of work. Part of the agreement is that no more topsoil or debris is to be hauled in, and the material separated from the topsoil will be buried on site or hauled away. There is a \$50 fee for this permit. Seconded by Weber. Motion carried.
7. Appointment of Township Attorney, Engineer and Auditor. Motion to appoint Jim Doezma, Township Attorney; Jim Hegarty, Township Engineer; and Phil Saurman, Township Auditor; made by Stone and seconded by Hoffman. Motion carried.
8. Adoption of form to apply for an Escrow Account. Motion made by Weber to accept Escrow Account Application form dated 3/30/98, seconded by Hoffman. Motion carried unanimously.
9. Gil Wise updated the board on the recent activities of the Community Pool Committee.

Citizens Comments.

Discussed need to set tentative Zoning Board of Appeals meeting dates and have them published.

Meeting adjourned at 8:50 p.m.

Respectfully Submitted,