

**PRAIRIEVILLE TOWNSHIP
REGULAR BOARD MEETING**

June 10, 2009

CALL TO ORDER

Supervisor Stoneburner called the meeting to order at 7:09 p.m.

PRESENT: Supervisor Jim Stoneburner, Clerk Jill Owens, Trustee Sharon Ritchie, Trustee Bill Miller, and Treasurer Vickey Nottingham

Also present 21 guests.

All present pledged Allegiance to the flag and an observed moment of silence for our troops and Mark Kik, Barry Township Police Chief.

APPROVAL OF AGENDA

Motion made by Treasurer Nottingham for the agenda to be approved as amended. Supported by Trustee Ritchie. All Ayes. Motion carried.

Agenda was amended by Removing #8 Closed Session to review a confidential written attorney/client communication, #9 changed to #8, and making #9 Stimulus Report. Zoning Administrator's resignation.

APPROVAL OF MINUTES

Motion was made by Treasurer Nottingham to approve the minutes of the May 7, 2009 Joint Meeting of the Barry Township Board and Prairieville Township Board as corrected. Supported by Trustee Ritchie. All Ayes. Motion carried.

Motion was made by Trustee Miller to approve the minutes of the May 13, 2009 Regular Board Meeting as corrected. Supported by Trustee Ritchie. All Ayes. Motion carried.

40 Motion was made by Treasurer Nottingham to approve the minutes of the
41 May 26, 2009 Special Board Meeting. Supported by Trustee Ritchie. All
42 Ayes. Motion carried.

43

44 Motion was made by Trustee Ritchie to approve the minutes of the June 3,
45 2009 Joint Meeting of the Barry Township Board and Prairieville Township
46 Board as corrected. Supported by Trustee Miller. All Ayes. Motion
47 carried.

48

49

50 CORRESPONDENCE

51

52 Trustee Miller had correspondence from Barry Volunteer Center requesting
53 projects for volunteers.

54

55 Trustee Ritchie read a memo she wrote. Memo is on file.

56

57 COMMISSIONER'S REPORT by Robert Houtman

58

59 Commissioner Houtman handed out a Barry County Directory. He
60 announced that Charlton Park Day was successful with approximately 1300
61 people in attendance.

62

63 An Ad hoc committee for Animal Control has been formed including a
64 veterinarian, animal rescue personnel, and County Commissioners to
65 examine different rolls of Animal Control.

66

67 Dr. Michael Callton, Chair of County Commissioners, attended the meeting
68 to discuss Prairieville Township request for Barry County to make an
69 ordinance to ban phosphate use. He stated a phosphate ban would be hard to
70 regulate, but he realizes that phosphate is causing problems for lakes and
71 streams. He believes that a State Ordinance would be better and easier to
72 regulate. At this time he believes Barry County could commit to County
73 wide education on phosphate would be beneficial. He will send a Resolution
74 to the State of Michigan and ask for Brian Calley's help.

75

76

77

78 PUBLIC COMMENT

79
80 Joe Gabos stated that a landscaper on Pine Lake was using phosphate
81 fertilizer because he was able to buy it very cheap.

82
83 Mac Behnke stated that a public service announcement is a cheap way to get
84 info out.

85
86 Ken Osborne read a note of Thanks from his parents Bob and Iva Osborne
87 for the special honor of being Prairieville Grand Marshall. Supervisor
88 Stoneburner read a Thank you note from Bob and Iva Osborne for being the
89 Grand Marshall for the Prairieville Township Memorial Parade.

90
91 Bruce Miner asked when a new stop petition could be entered for Upper
92 Crooked Lake Weed Assessment. Supervisor Stoneburner stated he would
93 have to wait seven years. Mr. Miner asked about a letter mailed that was by
94 the Zoning Administrator to residents in Schultz Park. Supervisor
95 Stoneburner stated that a complaint was received, so the Zoning
96 Administrator sent out the letter. PCI, the new Zoning Administrator, is
97 reviewing the information.

98
99 ASSESSOR'S REPORT by Sheri Armintrout

100
101 Sheri Armintrout stated that she attended a three day BS&A class. She
102 learned short cuts for the software. Michael Schwabauer, CRT, installed
103 software and hardware for her computer to allow her to download pictures.
104 Trustee Ritchie stated that Sheri was excited after her training on the reports
105 and information that the BS&A Software could provide.

106
107 PARKS COMMISSION REPORT by Colleen Dixon, Secretary of Parks
108 Commission

109
110 The Parks Commission has sold 157 yearly passes and they have the highest
111 intake of funds since year 2000. The Parks Commission appointed Joe
112 Ritchie as seasonal park manager from June 1, 2009 to October 31, 2009.
113 The use of credit/debit through National City has been approved and is in
114 place. Traffic & Safety will need to program the pay station to accept the
115 cards.

117 FIRE REPORTS

118

119 Fire Reports were received and filed.

120

121 Trustee Miller stated that the ceiling in the Fire Station is done and looks
122 great. Chief Garrison stated he had a meeting with Trustee Ritchie regarding
123 a grant for a new fire station. They decided that the Township and Fire
124 Department would not be able to get information together in time for the
125 grant. Chief Garrison stated that he will work on a five year plan, so he will
126 be prepared for future grants.

127

128 POLICE REPORT given by Officer Thompson

129

130 Police report was received and filed.

131

132 CLERK REPORT

133

134 Clerk report was received and filed. Clerk Owens stated that she received a
135 memo from Trustee Ritchie requesting to travel to the 2009 Summer
136 Legislative Conference. The budget did not have provision for travel, so a
137 motion would be needed to pay for the cost. The Township purchased a
138 Cemetery Lot back and an account for PCI Zoning Contracted Services
139 needed set up, so budget would need to be amended on those items.

140

141 Clerk Owens motioned for account 101-101-860.100 Township Board
142 Travel be increased \$229, account Township Board Millage 101-101-
143 860.000 be decreased \$100.00, 101-371-960.000 Building & Zoning Dept
144 Education & Training be decreased by \$129.00, account 101-276-956.000
145 Cemetery Misc be increased \$200.00, account 101-276-975.200 Cemetery
146 Bldg Add & Improve - Cressey decreased by \$200.00, account 101-371-
147 702.300 Building & Zoning Dept Zoning Administrator decreased by
148 \$13,834.40, and 101-371-814.100 Building & Zoning Dept Contracted
149 Services – Zoning increased by \$13,834.40. Trustee Miller supported. All
150 Ayes. Motion carried.

151

152 Trustee Ritchie requested a copy of all Commissions Meetings *for Board*
153 *Members.*

154

155

156 APPROVAL OF BILLS

157

158 Bills were presented and discussed. Motion made by Trustee Miller for the
159 bills in the amount of \$63,902.32 to be paid. Supported by Trustee Ritchie.
160 All Ayes. Motion carried.

161

162 1. CLASS C LIQUOR LICENSE

163

164 Supervisor Stoneburner stated that he has spoken to Chief Gentry, Police
165 Chief, Rick Garrison, Pine Lake Fire Chief, Ken Sparks, Attorney, and Eric
166 Thompson, PCI. There was not any objection for a Class C License permit
167 for Mac Behnke, BVD LLC, at 15450 M-43 Hwy, Prairieville Township,
168 Barry County.

169

170

171 MICHIGAN DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH
172 LIQUOR CONTROL COMMISSION (MLCC)
173 7150 Harris Drive, P.O. Box 3005, Lansing MI 48909-7505

174

175 **RESOLUTION**

176

177 At a Regular Board Meeting of the Prairieville Township Board of Trustees called to
178 order by Supervisor Jim Stoneburner on June 10, 2009 at 7:00 P.M.

179

180 The following Resolution was offered:

181

182 Moved by Treasurer Nottingham and supported by Trustee Ritchie

183

184 **That the request from**

185

186 be considered for MAC R. BEHNKE, BVD LLC, FOR A NEW CLASS C LICENSE
187 PERMIT TO BE LOCATED AT 15450 M-43 HWY, PRAIRIEVILLE TOWNSHIP,
188 BARRY COUNTY. **“ABOVE ALL OTHERS”**

189

190

APPROVAL

Yeas: Trustee Miller, Trustee Ritchie, Treasurer Nottingham,
Clerk Owens, Supervisor Stoneburner

Nays: None

Absent: None

191 It is the consensus of this legislative body that the application be: Recommended for
192 issuance.

193
194 State of Michigan

195
196 County of Barry

197
198 I hereby certify that the foregoing is a true and complete copy of a resolution offered and
199
200 adopted by the Prairieville Township Board at a Regular meeting held on June 10, 2009.

201
202

SEAL

(Signed) _____
(Township, City or Village Clerk)

Jill Owens, Prairieville
Township Clerk
10115 South Norris Road, Delton MI 49046

203
204
205
206
207
208 2. Channel Drive/Ford Point Resolution

209
210 Supervisor Stoneburner stated that he has met with Steve Graff. Heystek &
211 Sons, Inc had the lowest bid and was very professional in presenting bid.
212 They both felt that Heystek and Sons, Inc. had a high success rate.

213
214 Clerk Owens stated that there were signatures for over 50% of road frontage
215 requesting for an assessment. Discussion took place on different ways to
216 charge for project. Some of the parcels that will benefit from the road did
217 not have road frontage. Discussion took place regarding signatures for
218 properties not on road front, Clerk Owens reported that Ken Sparks,
219 Attorney and Rosemary Anger, Barry County Mapping both stated that if a
220 property was not on road front ~~than~~ then they could not sign a petition, but
221 they could be in the assessment district if they benefited. Trustee Ritchie
222 and Trustee Miller requested documentation from Attorney Sparks before
223 proceeding.

224
225 Supervisor Stoneburner stated he would contact Attorney Sparks and hold a
226 special meeting.

227
228 3. Advertisement for 1999 Chevrolet 1500 Tahoe or/and Delton Area
229 Emergency Medical Service

230
231 Supervisor Stoneburner stated that the advertisement for the Tahoe was not
232 placed in the Firetraders.com, because of the price. Clerk Owens explained
233 that Firetrader.com charged \$400.00, but the Township could advertise on

234 the MTA website for \$65.00 or advertise in the MTA magazine and website
235 for \$80.00.

236

237 Mike Strong, Delton Area Emergency Medical Services requested we sell
238 the Tahoe to them for a lower price. They would be providing more service
239 to our residents with very low outlay of money. Barry Township would not
240 contribute to the project. Discussion took place.

241

242 Supervisor Stoneburner requested Delton Area Emergency Medical Service
243 submit a bid for the Tahoe.

244

245 Clerk Owens moved to put an advertisement on the MTA Website for no
246 more than \$65.00 with a minimum price of \$5,000 or best offer, sealed bids
247 accepted through July 7, 2009, and Prairieville Township reserved the right
248 to reject any or all bids. Supported by Treasurer Nottingham. All Ayes.
249 Motion carried.

250

251 4. Assessor Update & Evaluation

252

253 Supervisor Stoneburner stated that the Township has purchased supplies,
254 updated the computer system, purchased computer hardware and sent the
255 Assessor to BS&A training. He would like the Assessor to work Monday
256 and Wednesday in the field measuring, then on Tuesday and Thursday in the
257 office updating files.

258

259 Discussion took place regarding the requirements to update our system in
260 order to pass a State of Michigan Audit. Township Board agreed that we
261 would not pass an audit at this time.

262

263 Assessor Armintrout stated that she is not willing to go into the field to
264 measure and update the files. She has already destroyed one automobile in
265 the past. She also stated that she would not be willing to work Monday and
266 Wednesdays.

267

268 The Board discussed hiring an assistant assessor. Assistant assessor is
269 budgeted for the 2009/2010. Discussion took place on the requirements of
270 an assistant assessor.

271

272 Treasurer Nottingham moved to put a boxed advertisement in the Banner
273 and Reminder for one week, assistant assessor with construction background

274 to measure, photograph and assist in assessing properties in Prairieville
275 Township. Submit to Supervisor by July 2, 2009. Supported by Trustee
276 Ritchie. All Ayes. Motion Carried.

277

278 5. Transfer Station

279

280 Supervisor Stoneburner stated that he received a letter from by Supervisor
281 Wes Kahler, Barry Township regarding the Osborne Road Transfer Station.
282 Barry Township requested \$2,650.00 this year to help pay for the transfer
283 station. They are requesting payment by July 1, 2009.

284

285 Trustee Ritchie moved to pay \$2,650.00 to Barry Township by July 1, 2009
286 for transfer station using budgeted amount for Prairieville Township
287 Recycling. The recycling bin will be removed as of October 1, 2009 with
288 the Township putting up a notice on new location. Supported by Clerk
289 Owens. All Ayes. Motion Carried.

290

291 6. CSW Job Training Program

292

293 Supervisor Stoneburner stated that a letter was received from Caleb Mason,
294 Coordinator CSW Barry County. Mr. Mason is looking for jobs for a “Work
295 Training” program offering services of those individuals adjudicated through
296 the courts for local non-profit and governmental organizations. Supervisor
297 Stoneburner recommended tabling until July Regular Board Meeting and
298 having Board members present ideas.

299

300 7. Barry County Economic Development Alliance

301

302 Supervisor Stoneburner stated that Supervisor George London, Irving
303 Township sent a letter requesting the Prairieville Township Board to create a
304 list of attractions, museums, trails, unusual and good places to eat, parks, and
305 recreation, special events, school districts for each township, manufacturing
306 and agriculture, etc. Supervisor Stoneburner recommended tabling until July
307 Regular Board Meeting and having Board members present a list.

308

309

310 8. PLM Contract

311

312 Supervisor Stoneburner requested the Board approve the contract from
313 Professional Lake Management.

314

315 Trustee Ritchie moved to approve contract of Professional Lake
316 Management to provide lake management program for Upper crooked Lake
317 for the 2009 thru the 2015 season, with corrections to page 3: cross out
318 “Note: If any Special Assessment funds remain after the seventh year of this
319 program, Barry and Prairieville Township shall have the right to apply these
320 funds to similar water control measures for the succeeding year” and page
321 4: under Notification of Treatments replace “It is your” to “Professional
322 Lake Management”. Supported by Clerk Owens. All Ayes. Motion carried.

323

324 9. Stimulus

325

326 Trustee Ritchie met with Chief Garrison to discuss applying for a Grant that
327 was due by July 10, 2009. They decided that the information for the grant
328 would not be attainable in time. Trustee Ritchie than proceeded to look into
329 other ways that the Township could get a Grant for a new Township Hall
330 or/and Fire Station. She determined that we could qualify for a low interest
331 loan program. She has scheduled a meeting for July 17, 2009 with Paul
332 Baldwin to tour the Fire Station and Township Hall.

333

334 Trustee Ritchie requested help from the Township Board with the paperwork
335 for the Grant. Clerk Owens stated that she had too many projects at this
336 time to take on a new project. Trustee Miller and Supervisor Stoneburner
337 stated they would be available to help Trustee Ritchie.

338

339 PUBLIC COMMENT

340

341 None.

342

343 BOARD COMMENTS

344

345 SUPERVISOR STONEBURNER

346

347 Supervisor Stoneburner reported that the first application of dust control has
348 been completed on Prairieville Township gravel roads, the hole has been
349 fixed on the corner of M43 and Osborne, and the first roadside mowing

350 completed. The Cemetery water project has been completed. The Four
351 Township Watershed will be conducting E. coli testing at the Gull Lake
352 Park. Supervisor Stoneburner will ask a local company to check on black
353 mold in the Township Hall.

354

355

356 TREASURER NOTTINGHAM

357

358 Treasurer Nottingham stated she is off to Disney World.

359

360 CLERK OWENS

361

362 Clerk Owens stated that the new Air Conditioning unit and Furnace were
363 installed in the Township today.

364

365 TRUSTEE RITCHIE

366

367 Trustee Ritchie had a question on the location of 2009/2010 MTA Directory.
368 Clerk Owens stated that Township has a copy at the Deputy Clerk's desk.

369

370 TRUSTEE MILLER

371

372 Trustee Miller thanked Jennifer VanOverloop and Colleen Dixon for
373 planting the flowers at the Township Hall. He contacted the Russ Yarger,
374 Drain Commissioner on Pine Lake Pump. Mr. Yarger stated they have been
375 running the pump.

376

377 Trustee Miller stated that he was concerned that at times there is only one
378 person in the office. Clerk Owens stated that the office usually has at least
379 two people, but sometimes, due to illness, it is not possible.

380

381 Supervisor Stoneburner stated there would be a Special Meeting on June 17,
382 2009 at 4:00 P.M. regarding Ford Point to review Treasurer resumes.

383

384 Trustee Ritchie moved to adjourn the meeting. Supported by Trustee Miller.
385 Supervisor Stoneburner adjourned the meeting without objection at 11:50
386 pm.

387

388 Respectfully Submitted,

389 Jill Owens, Clerk