

TOWNSHIP OF THORNAPPLE

Eric Schaefer, *Supervisor* / Laura Bouchard, *Treasurer* / Cindy Ordway, *Clerk*
 Curt Campbell, *Trustee* / Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Sandra Rairigh, *Trustee*



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 PO Box 459 - 200 E Main St. - Middleville, MI 49333

REGULAR MEETING November 11, 2024

1. INVOCATION

TIME: 7:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

ROLL CALL:	Bouchard: Campbell: DeMaagd: Ordway:	Present Present Present Absent	Rairigh: Schaefer: Selleck:	Present Present Absent
OTHERS PRESENT:	Commissioner Getty, Chief Richardson, David Stanton, Curt Dekam, Patrick Jansens, and Brenda Hess			

3-B. APPROVAL OF ABSENT MEMBERS:

MOTION STATED:	Campbell - Motion to excuse absence of Cindy Ordway and Kim Selleck
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by voice vote. 5 ayes and 0 nays.

4. APPROVAL OF PRINTED AGENDA:

MOTION STATED:	Campbell – Motion to approve the agenda as presented.
MOTION SUPPORTED:	None
MOTION STATUS:	Approved by voice vote. 5 ayes and 0 nays.

5. APPROVAL OF CONSENT AGENDA:

MOTION STATED:	Campbell – Motion to approve the Consent Agenda as presented.
MOTION SUPPORTED:	Schaefer
MOTION STATUS:	Motion withdrawn by Campbell
MOTION STATED:	Campbell – Motion to approve the agenda as amended adding Richardson to the attendance of the Budget Committee Meeting minutes, adding the updated check disbursement report, adding the updated invoice approval list, and adding a final copy of the October 28, 2024, Planning Commission meeting minutes in place of the draft copy.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL:	Bouchard: Campbell: DeMaagd: Ordway:	Yes Yes Yes Absent	Rairigh: Schaefer: Selleck:	Yes Yes Absent
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6. FIRST PUBLIC COMMENT: None

7. COUNTY REPORT:

County Commissioner Catherine Getty:	Getty reported the windows of the original courthouse were having windows replaced at a cost of approximately \$108,000 through a grant from the building rehabilitation fund. She commented regarding the lack of space at the current courthouse and possibly the building might be used for office space. She also reported the Materials Management Board is writing a grant and has newly selected members. She also reported the percentage of registered voters who voted in this election was the highest it's ever been.
Board Response:	Getty was thanked for her report.

8. PUBLIC HEARING: To review and potentially confirm the special Duncan Lake Week Control special assessment roll.

The public hearing was opened at 7:12 p.m. by Supervisor Schaefer and the public was offered the opportunity to express any comments or concerns. Hearing none, the public hearing was closed at 7:13 p.m.

9. RESERVED TIME: None

10. EMERGENCY SERVICES REPORT: Chief Richardson reported another busy month. The department installed 120 smoke detectors and 38 carbon monoxide detectors. Emergency services spent several days in TK schools educating elementary school students about fire safety. In the past month there were four structure fires. The department averaged 8.75 people for structure fires and 8.9 people average for all paid-on call responses. They also had an average of 1:30 out the shoot time which is the time of the alarm to being enroute to the call. The Chief also commended Joe Johnson who saved seven chickens at a recent chicken coop fire and reported it was an entertaining sight to see.

11. UNFINISHED BUSINESS: None

12. NEW BUSINESS:

A. Resolution 15-2024 Noffke Drive Fund Deficit Elimination Plan: Bouchard explained that during the last audit it was noted that the Noffke Drive Fund had a deficit and was in need of a deficit elimination plan to be filed with the Michigan Department of Treasury. This resolution outlines a plan which begins in fiscal year 2024 and concludes in fiscal year 2026.

MOTION STATED:	Schaefer – Motion to Approve Resolution 2024-15
MOTION SUPPORTED:	Bouchard
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Selleck:	Absent
	Ordway:	Absent		

B. Resolution 16-2024 Duncan Lake Weed Control Special Assessment District – Confirmation Of The Special Assessment Roll; Lien; Payment And Collection Of Special Assessments: Schaefer explained this resolution creates a special assessment roll to provide lake residents with the public improvements surrounding the control of weed control. It further establishes the assessment cost applies to the properties specifically benefiting by the process of week control and establishes a timeline for collection of the assessment.

MOTION STATED:	Rairigh – Motion to approve Resolution 16-2024
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Selleck:	Absent
	Ordway:	Absent		

C. EMT Hire to Replace: Richardson requested to approve the hiring of two part-time EMTs to replace the two whom resigned. The onboarding cost would be between \$400 and \$500, with an additional cost of approximately \$250 for uniforms.

MOTION STATED:	Rairigh – Motion to replace two EMTs who resigned.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Selleck:	Absent
	Ordway:	Absent		

D. Vacation Years of Service: Schaefer explained the Personnel and Compensation Committee recommended a policy change allowing vacation time to be calculated based upon the date of first hire when transitioning from part to full-time. Discussion centered around the number of employees impacted by this change and how the calculations would be made.

MOTION STATED:	Schaefer – Motion to approve a policy change allowing vacation time to be calculated based upon the date of first hire when transitioning from part to full time.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Motion withdrawn by Schaefer

MOTION STATED:	Schaefer – Motion to approve a policy change that will allow for vacation time to be calculated based upon one half of the time worked from date of first hire when transitioning from part time to full time and full credit for full time.
MOTION SUPPORTED:	
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Selleck:	Absent
	Ordway:	Absent		

E. Retirement Match: Schaefer explained the Personnel and Compensation Committee recommended a policy change to increase contributions to employees’ 457 Deferred Compensation Plans. The current match is one hundred percent up to five percent. This change would increase the match to two hundred percent match up to five percent. Discussion surrounded how many employees this would apply to, whether or not Voya the current section 457 administrating company would allow such a match, and whether or not the Township could afford this plan.

MOTION STATED:	Campbell – Motion to approve a policy change to increase the Township’s contribution to employee’s Section 457 Deferred Compensation Plan from the current match of one hundred percent up to five percent to two hundred percent match up to five percent.
MOTION SUPPORTED:	Schaefer
MOTION STATUS:	Schaefer withdrew motion and was tabled until further study could be completed.

F. Health Insurance: Schaefer explained that the ad hoc committee for medical insurance met and they are requesting a renewal of the existing medical plans which are due December first and to retain the five hundred dollar stipend for those not taking insurance. The committee’s unanimous opinion was to stay with the existing plan. They noted the coverage from other plans would not be as good and the savings to change would be nominal. Additionally, it was pointed out that if there was a change to a new plan, it would not be possible to return to the old plan in the future. Discussion centered around the high cost of insurance and wanting to be sure employees have good and affordable coverage.

MOTION STATED:	Rairigh – Motion to approve the renewal of existing plans due December 1, 2024 continuing with a premium share of twenty percent for the medical insurance side
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	beginning with the renewal date of December 1, 2024 and also retain the monthly stipend for those not taking the Township’s insurance at five hundred dollars.
MOTION SUPPORTED:	Schaefer
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard: Yes Campbell: Yes DeMaagd: Yes Ordway: Absent	Rairigh: Yes Schaefer: Yes Selleck: Absent
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G. Boiler Maintenance: Richardson explained that due to hard water damage the boiler at the fire barn would require treatment of the water to prevent further damage and reduce costs for replacement parts and service. To stabilize the PH balance of the water treatment is necessary at a cost not to exceed \$1,100.00. This will extend the life of the boiler while reducing the costs of parts and labor for repairs.

MOTION STATED:	Campbell – Motion to approve the cost of boiler maintenance not to exceed \$1,100.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard: Yes Campbell: Yes DeMaagd: Yes Ordway: Absent	Rairigh: Yes Schaefer: Yes Selleck: Absent
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H. Special Assessments: Bouchard explained that per standard practice assessments need to be added to the Winter 2024 tax roll. The special assessments included are hilltop lighting, Moe Road, delinquent Duncan Lake sewer fees, various drains, Duncan Lake Weed Control Assessment, and the Noffke Road Assessment. These assessments are necessary to meet budgetary obligations.

MOTION STATED:	Campbell – Motion to approve special assessments for the Winter 2024 tax roll.
MOTION SUPPORTED:	Schaefer
MOTION STATUS:	Approved by roll call vote. 5 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard: Yes Campbell: Yes DeMaagd: Yes Ordway: Absent	Rairigh: Yes Schaefer: Yes Selleck: Absent
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12. COMMITTEE REPORTS:

A. Administration (Schaefer, Bouchard, Ordway) Schaefer commented on the new exterior lights on the Township Hall and explained how they work from a phone app.

B. Cemetery (Ordway, DeMaagd, Rairigh) Rairigh reported the concrete surrounding the columbarium at Mt. Hope has been laid.

C. Middleville DDA Report (Schaefer) Schaefer reported the DDA's director resigned. Encourage all to attend the upcoming holiday events. The DDA will host a Christmas on the River celebration the evening of December 5, and there will be a parade during the day on December 14th hosted by the Lion's Club.

D. Elections (Ordway, Bouchard, Schaefer) Schaefer commented the election season was very busy and Cindy had earned a restful vacation.

E. Emergency Services (DeMaagd, Schaefer, Rairigh) None

F. Finance (Bouchard, Ordway, Rairigh) None

G. Parks and Recreation Representative (Schaefer) Schaefer reported that softball and baseball programs formally managed by the TAPRC, had been handed over to the Middleville Youth Sports organization. This will free up TAPRC to work on their five-year plan so they can focus on the parks.

H. Personnel and Compensation (Ordway, Campbell, Schaefer) None

I. Property and Public Utilities (Selleck, DeMaagd, Campbell) DeMaagd commented on the Township Hall lights.

J. Roads and Highways (Campbell, DeMaagd, Selleck) None

K. Duncan Lake Sewer (Campbell, Selleck, Schaefer) Schaefer reported the flow meter had been fixed and will undergo preventative maintenance. He also reported he recently took the wastewater treatment operator's exam and will know the results in the upcoming weeks.

13. SECOND PUBLIC COMMENT PERIOD: A Township resident reported the Village of Middleville's consideration of installing traffic monitoring cameras and the impact it could possibly have on Township residents.

14. POLL OF MEMBERS:

Kim Selleck (Trustee) – Absent

Sandy Rairigh (Trustee) – Congratulated new Township Board member.

Ross DeMaagd (Trustee) – Inquired regarding the administration of the oath of office for newly elected members.

Curt Campbell (Trustee) – None

Laura Bouchard (Treasurer) – Commented on the Veterans Day program at the high school.

Cindy Ordway (Clerk) – Absent

Eric Schaefer (Supervisor) – Congratulated incoming board member. Thanked Kim Sellek for his service.

15. ADJOURNMENT:

TIME: 7:59 P.M.

MOTION STATED:	Campbell – Motion to adjourn.
MOTION SUPPORTED:	Bouchard
MOTION STATUS:	Approved by voice vote. 5 yes votes.

Brenda Hess, Recording Secretary

Approved ____/2024__