

# 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 September 9, 2024

**TIME: 7:00 P.M.**

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

<b>ROLL CALL:</b>	Bouchard: Campbell: DeMaagd: Ordway:	Present Present Present Present	Rairigh: Schaefer: Selleck:	Present Present Present
<b>OTHERS PRESENT:</b>	Commissioner Catherine Getty, Dave Stanton			

### 4. APPROVAL OF PRINTED AGENDA:

<b>MOTION STATED:</b>	Motion by Campbell – Motion to approve the printed agenda as amended to add item “D” to New Business-Retrofit under eave lighting at Township Hall. Switch the existing can lights to LED lights.
<b>MOTION SUPPORTED:</b>	Support by Selleck
<b>MOTION STATUS:</b>	Approved by voice vote. 7 ayes and 0 nos.

### 5. APPROVAL OF CONSENT AGENDA:

<b>MOTION STATED:</b>	Motion by Campbell – Motion to approve the consent agenda as presented.
<b>MOTION SUPPORTED:</b>	Support by Schaefer
<b>MOTION STATUS:</b>	Approved by roll call vote. 7 ayes and 0 nos.

<b>ROLL CALL:</b>	Bouchard: Campbell: DeMaagd: Ordway:	Yes Yes Yes Yes	Rairigh: Schaefer: Selleck:	Yes Yes Yes
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### 6. FIRST PUBLIC COMMENT: None

### 7. COUNTY REPORT:

<b>County Commissioner Catherine Getty:</b>	Commissioner Getty spoke on the recent approvals and action items at the County; including approval of the MidVilla Flats TIF approval (she and Commissioner Smelker were the only ‘no’ votes), MSHDA Chill Grant, Letter of Understanding with the Sheriff’s Department in regards to starting wages of new hires commensurate with experience, Resolution to honor outgoing administrator Michael Brown, approval of Land Bank agreement (loan) for the
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	old Design Wear building, contract between the Village of Middleville and Barry County for police and protection services, approval of a new manager for the airport who has been working under previous manager Noteboom, County budget hearing has been scheduled for October 24, 2024. Questions by board members were addressed regarding potential future TIF projects and the area covered by the existing DDA.
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**8. RESERVED TIME:** None

**9. EMERGENCY SERVICES REPORT:** Chief Richardson was absent. Supervisor Schaefer referred to the monthly reports in the board packet and asked if the Board had any questions regarding the reports. Bouchard questioned information in the Emergency Services committee notes referencing grant funds and if the funds have been actually received by the Township. She’s received no notification of receipt and questioned how/when these funds are being spent in correlation to the receipt of the funds.

**10. UNFINISHED BUSINESS:** Discussion regarding potential Emergency Services Comp Time policy. The Personnel and Compensation committee will meet along with Chief Richardson to discuss tracking and management of the program.

**11. NEW BUSINESS:**

**A.** Request for board approval to update all Emergency Services headsets so that they are 800 MHz compatible: In Chief Richardson’s absence, Supervisor Schaefer explained with the transition of our communications going from VHF to 800 MHz. We need all headsets to have the capability of transmitting over 800 MHz radios. Currently, the headsets transmit over VHF. It is suggested that C-Comm of Kalamazoo, Inc. provide this service. This \$3,000.00 will come from budget line item 206-336-939.000, which currently has \$24,500.00 available.

<b>MOTION STATED:</b>	Motion by Rairigh- Motion to approve the process of moving all new and existing headsets from VHF to 800 MHz for a cost not to exceed \$3,000.00.
<b>MOTION SUPPORTED:</b>	Support by Campbell
<b>MOTION STATUS:</b>	Approved by roll call vote. 6 ayes and 0 nos.

<b>ROLL CALL VOTE:</b>	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Selleck:	Yes
	Ordway:	Yes		

**B.** Request for Site Clean Up of the Emergency Services Training Area: In Chief Richardson’s absence, Supervisor Schaefer explained that the training area needs some grading and crushed concrete to level off the area. A \$1,000.00 grant has been received to help offset the cost of the improvements. An additional \$970.00 is being requested to provide enough material to do the repairs appropriately. The additional

\$970.00 will come from budget line item 206-336-931.000 which currently has \$33,659.43 available. This service will be provided by NTA Property Management, LLC.

<b>MOTION STATED:</b>	Motion by Campbell - Motion to approve the repair of the Fire Department training area with the purchase of crushed concrete and some grading to level off the area using \$1,000 in grant funds along with an additional \$970.00 to come from general ledger number 206-336-931.000.
<b>MOTION SUPPORTED:</b>	Support by Selleck
<b>MOTION STATUS:</b>	Approved by roll call vote. 7 ayes and 0 nos.

<b>ROLL CALL VOTE:</b>	Bouchard: Yes	Rairigh: Yes
	Campbell: Yes	Schaefer: Yes
	DeMaagd: Yes	Selleck: Yes
	Ordway: Yes	

**C. Request for additional Paid on Call firefighter:** In Chief Richardson’s absence, Supervisor Schaefer spoke on attrition of paid on call firefighters and to maintain operational integrity of the department, it is important to continue to bring on new paid on call members annually. The fiscal impact is minimal and includes training costs and uniforms. Selleck questioned if this exceeds previously approved maximum number of hires. Supervisor Schaefer indicated that this is above and beyond the previously approved max.

<b>MOTION STATED:</b>	Motion by Rairigh - Motion to hire one additional Paid on Call firefighter
<b>MOTION SUPPORTED:</b>	Support by Selleck
<b>MOTION STATUS:</b>	Approved by roll call vote. 7 ayes and 0 nos.

<b>ROLL CALL VOTE:</b>	Bouchard: Yes	Rairigh: Yes
	Campbell: Yes	Schaefer: Yes
	DeMaagd: Yes	Selleck: Yes
	Ordway: Yes	

**D. Retrofit of Can Lights to LED:** Supervisor Schaefer requests approval to update the existing under eave lights at the Township Hall to LED lights. The existing fittings need repair and updates. The current light fixtures are greater than 100 watts each (7 fixtures) and new LED fixtures and lights are 13 watts each. One quote had been obtained at the time of the September 9, 2024 regular board meeting, and two more quotes are currently in process. An amount not to exceed \$1,500.00 to complete the process is being requested. These funds will come from budget line item 101-265-970.000 which currently has \$3,404.40 available.

<b>MOTION STATED:</b>	Motion by Ordway- Motion to approve an update to the existing under eave lights at the Township Hall to LED lights at a cost not to exceed \$1,500.00 to come from general ledger account number 101-265-970.000.
<b>MOTION SUPPORTED:</b>	Support by Campbell
<b>MOTION STATUS:</b>	Approved by roll call vote. 7 ayes 0 nos.

<b>ROLL CALL VOTE:</b>	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Selleck:	Yes
	Ordway:	Yes		

**12. COMMITTEE REPORTS:**

**A. Administration (Schaefer, Bouchard, Ordway)** Nothing at this time.

**B. Cemetery (Ordway, DeMaagd, Rairigh)** Status of the landscaping project at the columbarium. Ordway will follow up.

**C. Middleville DDA Report (Schaefer)** Current status and/or direction of the DDA is unsure currently.

**D. Elections (Ordway, Bouchard, Schaefer)** Election duties are gearing up quickly for the November 2024 Election. Michigan Supreme Court decision was made to leave candidates no longer qualified for the November election on the ballot and not to remove.

**E. Emergency Services (DeMaagd, Schaefer, Rairigh)** DeMaagd indicated that the Chief is out of the office today.

**F. Finance (Bouchard, Ordway, Rairigh)** Bouchard indicated that one week remains for the timely collection of summer property taxes. The treasurer’s department has collected 71% of outstanding taxes to date.

**G. Parks and Recreation Representative (Schaefer)** Schaefer indicated that there may be a meeting date change.

**H. Personnel – Compensation (Ordway, Campbell, Schaefer)** Campbell reiterated that a committee meeting may be scheduled to discuss emergency services comp time management.

**I. Property and Public Utilities (Selleck, DeMaagd, Campbell)** Campbell indicated that the Township Hall painting project has been completed and it looks great. Campbell has also reached out to Carlos regarding obtaining a quote for the Emergency Services building. Now is a busy time for painters.

**J. Roads and Highways (Campbell, DeMaagd, Selleck)** Nothing new. DeMaagd and Schaefer discussed millings that came from Noffke Dr. and potential uses.

**K. Duncan Lake Sewer (Campbell, Selleck, Schaefer)** Campbell indicated that he has minutes from the last meeting about finished and will request approval soon. Schaefer indicated that the magmeter is not working and hopefully is under warranty.

**13. SECOND PUBLIC COMMENT PERIOD:**

**A. Commissioner Getty** – Shared the process of engineering and design approval needed prior to any trail improvements. This is necessary because some parts of the trail are deteriorating and face drainage issues.

**14. POLL OF MEMBERS:**

**Kim Selleck (Trustee)** – Nothing currently.

**Sandy Rairigh (Trustee)** – Nothing currently.

**Ross DeMaagd (Trustee)** – Nothing currently.

**Curt Campbell (Trustee)** – Nothing currently.

**Laura Bouchard (Treasurer)** – Bouchard and Supervisor Schaefer will be attending the United Way Kick Off at the Barry County Fairgrounds. The Township has coordinated two shifts to work/serve at the Emergency Services and one shift to work/serve here at the Township Hall.

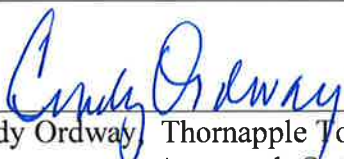
**Cindy Ordway (Clerk)** – Nothing currently.

**Eric Schaefer (Supervisor)** – Appreciates the board members and everything they do.

**15. ADJOURNMENT:**

**TIME: 7:44 P.M.**

<b>MOTION STATED:</b>	Motion by Campbell – Motion to adjourn the meeting.
<b>MOTION SUPPORTED:</b>	Support by Selleck
<b>MOTION STATUS:</b>	Approved by voice vote. 7 ayes and 0 nos.

  
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 Cindy Ordway Thornapple Township Clerk  
 Approved: October 14, 2024