

**ROSS TOWNSHIP BOARD**  
**January 10, 2017 MINUTES**

Meeting was called to order at 7:00 P.M. by Supervisor Dykstra.

Present: Paul Dykstra, Supervisor Cynthia Genung, Treasurer  
Monica Markillie, Clerk Diana Langshaw, Trustee  
Jon Scott, Trustee Rick King, Trustee

Absent: Sid Durham, Trustee

Also Present:

Township Attorney, Rob Thall  
Ron Slagell, Life Care CEO  
Lieutenant Christensen, Kalamazoo County Sheriff's Dept.

**\*Please see attached sign-in sheet for additional attendees\***

Approval of Agenda:

Motion by Genung to approve the Amended Agenda with the following revisions:

1. The deletion of item (C) & (D) under New Business
2. The addition of item (G) Personnel Discussion under New Business
3. The addition of the January 2017 Payable Report under the Consent Agenda

The Motion was seconded by Langshaw and **carried**.

Approval of Consent Agenda:

Motion by King to approve the Amended Consent Agenda which includes the Treasurer's Reports for September-November, 2016, the December 13, 2016 Amended Township Board Minutes, the bills paid and payable for November & December, 2016 and the payable report for January 2017. The motion was seconded by Scott and **carried**.

Reports

Life Care Ambulance:

Ron Slagell, CEO of Life Care, was present to review the Quarterly Report for October-December, 2016. Slagell reported Life Care received 82 emergency calls which is an increase from the previous year. Additionally, Slagell discussed the types of emergency calls they received. Slagell shared positive feedback regarding the new building and the new quarters for the Ambulance Service. The Board thanked Slagell for the update and for attending the Meeting.

Fire Department:

No new Business

### Police Report:

Lieutenant Christensen from the Kalamazoo County Sheriff's Department (KCSD) was present to introduce himself to the Board as the new Liaison from the KCSD. Lieutenant Christensen reviewed the police reports for November & December, 2016 and discussed the types of service calls that were received. Lieutenant Christensen addressed questions from the Board during this time. The township Board thanked Lieutenant Christensen for providing the update and for attending the Meeting.

### Parks Committee-Landscape Architect Update:

Scott reported the Parks Committee has worked diligently with Planning Consultant Lee Adams on creating an RFP for the development of a Township Park Master Plan. Scott stated the Parks Committee has at least two interested parties who will be submitting proposals. Additionally, Scott stated the Committee is discussing ways to improve the Park and developing ideas to attract more visitors. Scott shared the idea of having food trucks at the Park and possibly music events to draw in more people. He requested the Board to consider the ideas and provide feedback at the next Township Board Meeting.

### Ordinance Enforcement:

Dykstra reviewed the Ordinance Enforcement Report for December, 2016 and provided an update on the existing violations listed in the Report. Langshaw inquired about the status of the violation listed on 42<sup>nd</sup> street which involves a farm store. Dykstra reported the property owner has applied for an electrical permit and stated they plan to have the compliance orders completed by March 1, 2017.

### Supervisor Report:

Dykstra reviewed the Supervisor's Report for December, 2016 (see attached).

### Public Comment:

Several Citizens of Ross Township and of the surrounding area were present to request the Township Board consider resurfacing 44<sup>th</sup> street and 43<sup>rd</sup> street in 2017. A petition including signatures of Citizens in support of the request was submitted to the Board. Please see comments below:

- Cheryl Russell McKay, Daughter of Junior Russell who resides on 44<sup>th</sup> Street, was present to express support for improving 44<sup>th</sup> Street and 43<sup>rd</sup> Street.
- Wayne McIntyre, who resides on Baseline Rd., stated 44<sup>th</sup> St. and 43<sup>rd</sup> street are dangerous and need to be improved for safety reasons.
- Phillip Gestwiki of East B Ave. inquired about the funds used to construct the new Township Hall and Fire Station and expressed concern about the lack of funding for road improvement.
- Josh Smith of Baseline Rd. discussed an issue he has had with the Kalamazoo County Dispatch regarding a County Line discrepancy. Lieutenant Christensen inquired about the incident.
- Tera East of 44<sup>th</sup> Street and owner of the Cheff Center stated she is concerned about the safety of the Clients who visit the Cheff Center due to the condition of 43<sup>rd</sup> Street and

also expressed concern regarding the negative impact the condition of 44<sup>th</sup> Street has had on the value of her property.

Ron Kendall, Kalamazoo County District # 6 Commissioner, was in attendance and answered questions from the Public related to Road Funding.

Dykstra discussed specifics regarding the Road SAD (Special Assessment District) the Board has been considering. It was the overall Consensus of the Citizens in attendance that a Road SAD would be a good option for Road Improvement. Dykstra reported he would like to begin moving forward and stated the Township Board plans to hold several Community input sessions and public Hearings prior to an Assessment being established and implemented.

After further discussion, the Board thanked all of those in attendance for sharing concerns, taking part in the discussion of roads, and for attending the Board Meeting.

### Old Business

#### Road Initiative:

The Board reviewed the email correspondence dated December 28, 2016 (see attached) which included information on the Road SAD that was considered at the December 13<sup>th</sup> Board Meeting. Dykstra stated the estimates to improve all of the Roads have changed due to the decision to add the private Roads in the SAD. The Board further discussed the proposed SAD.

Dykstra reported he and Attorney Thall met with the Bond Attorney, Mika Myers, and a Representative from Benzinski & Co (Municipal Bond Advisors) on January 9<sup>th</sup> to discuss the Bonding Process. Thall reported the Bond Advisor and Bond Attorney would like to see the projects completed within a 3 year period. King inquired about getting estimates from other Counties for road improvement. Thall stated Ross Township is subject to the Kalamazoo County Road Commission costs and that the Township doesn't have the ability to bid out projects to other Counties.

Further discussion regarding this issue took place at this time. Please see discussion points below:

- Thall discussed specifics regarding the Bond procedures: 3 year or 5 year plan (3 year preferred)
- Dykstra suggested the Board hold 4 to 5 meetings in addition to the Public Hearings to educate Township Residents
- Langshaw inquired about maintenance cost. Maintenance costs are not included in the estimates per Dykstra.
- Bond proposal estimates will be considered when additional information is available from the Bond Advisor and Bond Attorney.

It was the consensus of the Board to continue the discussion regarding the Road SAD at the next Township Board Meeting.

Acceptance of PAR Fund Redistribution:

Motion by Scott to accept KCRC PAR Funds that become available for redistribution in 2017. The motion was seconded by Genung and **carried**.

2017 Ross Township Road Projects:

The Board discussed Township Road Projects for 2017. Dykstra requested the Board revisit the issue at the February Budget Workshop.

Medical Marijuana:

Attorney Thall provided information regarding the Medical Marijuana Act and potential changes that could impact the Township. It was the consensus of the Board to refer the issue to the Planning Commission for their review prior to considering the matter further.

New Business

Proposed Township Acceptance of Credit Cards:

Postponed for further review.

Proposed Development of Ross Township Employee Handbook:

The Board discussed the development of a Township Employee Manual. Dykstra stated the Township Employee Policy Book hasn't been updated in several years. Dykstra reported he has consulted with Richland Township Supervisor and has requested a copy of their manual for review.

Motion by Genung to proceed with the development of an Employee Handbook for Township Board Consideration. The motion was seconded by Markillie and **carried**.

Proposed Acceptance of 2017 Contract for Household Hazardous Waste:

Motion by King to approve the 2017 Kalamazoo County Household Hazardous Waste Service Contract for \$3,500. The motion was seconded by Markillie and **carried**.

Proposed 2017 Dues and In-Kind Contribution to KATS (Kalamazoo Area Transportation Study):

Motion by Genung to approve the 2017 KATS Dues and In-kind Contribution in the amount of \$125. The motion was seconded by Scott and **carried**.

Proposed Motion to Waive Participation in PA 152:

Motion by Langshaw to approve the Ross Township Resolution #1-2017 which adopts the annual exemption option as set forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act. The motion was seconded by Scott. Roll Call Vote showed: Genung-aye, Dykstra-aye, King-aye, Markillie-aye, Langshaw-aye and Scott-aye. The motion **carried with all eyes**.

Proposed Motion to establish Fiscal Year 2017-2018 Meeting Dates:

Motion by Genung to approve the Ross Township Board Meeting dates for the 2017-2018 Fiscal Year. Included in the motion is the agreement to not hold the December 2017 Meeting. The motion was seconded by Langshaw. Roll call vote showed: King-aye, Genung-aye, Dykstra-aye, Markillie-aye, Langshaw-aye and Scott-aye. The motion **carried with all ayes**.

Personnel Discussion:

The Board discussed the current staff situation regarding the Deputy Treasurer, Deputy Clerk and Office Assistant.

Motion by Langshaw to approve compensation for the Deputy Clerk and Deputy Treasurer in the amount of \$13.00 an hour each for the remainder of the 2016-2017 fiscal year, with the agreement to revisit the issue at the Budget Workshop. The motion was seconded by Genung and **carried**.

Member's Time:

Scott discussed Watershed Protection strategies the Planning Commission has been working on and how it will impact the Township Zoning Ordinance.

Markillie reported she has been in contact with BS&A to schedule the new Accounting Software conversion.

Langshaw inquired about whether discussing Township issues with fellow Members outside of a Board Meeting is a violation of the Open Meeting Act. Attorney Thall stated it is not a violation as long as there isn't a quorum of Members involved in the discussion or the occurrence of a "round robin" session.

Dykstra reported the February Board Meeting/Budget Workshop will take place on February ~~2~~ **3**, 2017 from ~~9:30~~ **9:00** to Noon.

The Meeting adjourned at approximately 9:15 P.M.

Respectfully submitted:

Monica Markillie  
Ross Township Clerk

