

**COLOMA CHARTER TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
March 16, 2016**

CALL TO ORDER

Supervisor Kenneth Parrigin called the regular meeting to order at 7:05 pm at the Coloma Charter Township Hall, Coloma, Michigan. Present for the Township: Supervisor Kenneth Parrigin, Clerk Sandy Kraemer, Treasurer Lance Becht, Rob Harper, Bryan Duffield, Matt Moser, Jim Fulton.

The Pledge of Allegiance was led by Police Chief Jason Roe.

CONSENT AGENDA

Treasurer Lance Becht presented the consent agenda. Treasurer Becht reported the finance committee met and approved the February expenses totaling \$288,917.31. Moved by Treasurer Lance Becht, seconded by Trustee Jim Fulton, to approve the consent agenda and February regular meeting Board minutes. ROLL CALL VOTE: Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Fulton, yes. ALL AYES. APPROVED.

PRESENTATIONS AND ANNOUNCEMENTS

Judge Brian Berger, Berrien County Probate Court Judge, introduced himself to the Township Board and all in attendance. He stated he has been working in the Prosecutor's office for 33 years.

Chelsea Eskander, from the North Berrien Historical Museum, informed every one of all the activities happening at the Museum and invited everyone to attend the events. She left brochures with information.

CORRESPONDENCE

Clerk Sandy Kraemer read a thank you from the St. Patrick's Day Committee thanking the Township for their donation. The parade was a lighted night parade with many in attendance due to the mild weather. The overall winner was North Berrien fire & Rescue with green lights all over the fire truck.

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COMMITTEE REPORTS

Clerk Kraemer informed everyone the Personnel Committee agreed to have the part-time bookkeeper be hired as a full-time bookkeeper since our former full-time bookkeeper retired as of December 31, 2015. She is asking an approval from the Township Board to hire Laura Baumeister as full-time bookkeeper. After discussion Trustee Bryan Duffield, seconded by Trustee Rob Harper, made a motion to hire Laura Baumeister as a full-time bookkeeper. ROLL CALL VOTE: Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Fulton, yes; Becht, yes. ALL AYES. MOTION CARRIED.

Chana Kniebes, from North Berrien Community Development, stated the St. Patrick's Night Parade was well attended and there were over 30 units in the parade with the weather cooperating. She also informed everyone a Municipal Legislative Luncheon, hosted by North Berrien Community Development, on April 29, 2016 here at the Township hall starting at 11:30am.

Supervisor Ken Parrigin reported he and Trustee Bryan Duffield met with the Berrien County Road Commission and went over the Roads to be improved this Spring. When the list is finalized they will bring it to the Board for approval.

Treasurer Lance Becht stated Coloma Charter Township was second in usage of Paw Paw Lake Area Wastewater Plant for the month of February, 2016. He reported the primary clarifier work has been completed and the plant is in compliance. New sulfur and chlorine equipment are being installed. The plant purchased some new lab equipment at a cost of \$3,800.00.

Chief of Police Jason Roe reported there were 215 total complaints investigated in February. 7 were for obstructing justice, 4 for driving violations, and 12 were suspicious situations. He stated there were 40 arrests, 54 traffic stops, 49 traffic warnings, 21 citations issued, 254 property checks and 28 assists to other agencies. He praised his employees for the great job they did during such a busy month.

Trustee Jim Fulton stated there was a Public Hearing for V-Force Auto Sales, owner Brian Bittner. There were questions asked and answered then the Public Hearing was closed. His business is located on Red Arrow Highway in Coloma Township.

Trustee Rob Harper reported the Truck committee met in February with UST to go over line items for a revised quote. Dive gear inspections are to be completed by the end of March. They continue to work on the "Items list" and are completing items each month. Trustee Harper stated they have given Bainbridge Township a counter-offer and waiting Coloma Charter Township Board of Trustees

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to hear back from them. There is a meeting set up for March 21, 2016, at the North Berrien Senior Center at 7:00pm to discuss hiring a Company to conduct a study for the needs at the North Berrien Fire & Rescue.

Trustee Bryan Duffield reported the Cemetery Board is interested any equipment the City of Coloma might be considering updating. He gave Clerk Kraemer the Cemetery Budget to be approved and stated there is no increase in the Cemetery Budget.

UNFINISHED BUSINESS

Clerk Kraemer stated the Building Official/Inspector agreement had been sent to the Township Attorney Scott Dienes for review and the new agreement was in their Board Packets. There were no questions so Clerk Kraemer asked for a motion to approve the agreement. Trustee Bryan Duffield, seconded by Trustee Matt Moser, made a motion to approve the new two year agreement with the Building Official/Inspector. ROLL CALL VOTE: Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes. ALL AYES. MOTION APPROVED.

Clerk Kraemer wanted to remind all the Township Board members of the meeting at the North Berrien Senior Center, on March 21, 2016 regarding the North Berrien Fire & Rescue, at 7:00pm.

NEW BUSINESS

Clerk Sandy Kraemer stated Bernard "Butch" Kelley, building official/inspector, requested to add two new members to the Construction Board of Appeals who are Kevin Stewart, Electrical Contractor and Brian Davis, Plumbing Contractor. He would also like to appoint two existing members as alternates who are Brad Dlouhy, Electrical Contractor and Ken Benjamin, Plumbing Contractor. Trustee Jim Fulton, seconded by Trustee Bryan Duffield, made a motion to appoint Kevin Stewart, Electrical Contractor and Brian Davis, Plumbing Contractor to the Construction Board of Appeals. Also to appoint alternates Brad Dlouhy, Electrical Contractor and Ken Benjamin, Plumbing Contractor to the Construction Board of Appeals. ROLL CALL VOTE: Moser, yes; Duffield, yes; Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes.

ALL AYES. MOTION CARRIED.

Clerk Kraemer asked to have the resolution approved for the regular meeting dates from April 1, 2016 to March 31, 2017. Treasurer Lance Becht, seconded by Trustee Jim Coloma Charter Township Board of Trustees

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Fulton, made a motion to approve the regular meeting dates from April 1, 2016 to March 31, 2017. ROLL CALL VOTE: Duffield, yes; Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes. ALL AYES. MOTION CARRIED.

Clerk Kraemer asked the Board to look over the current list of attorneys, auditors, engineers, legal publishers, planners and other consultants the Township employs for services. Trustee Jim Fulton stated Fahey, Schultz, Burzych, & Rhodes, PLLC need to be added to the Attorney list. After making the correction Clerk Kraemer asked the resolution be approved. Treasurer Lance Becht, seconded by Trustee Jim Fulton, made a motion to approve the current list of attorneys, auditors, engineers, legal publishers, planners and other consultants the Township employs for services. ROLL CALL VOTE: Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes. ALL AYES. MOTION CARRIED.

Clerk Kraemer stated Midwest Energy Cooperative wants to deploy a fiber communication project in Coloma Township which would require them to pay Metro Tax on the property in our Township. The fiber will be attached to existing poles of the electrical system. They sent the Township a \$500.00 check to cover the permit and application filing fees. Clerk Kraemer asked for approval of this project. After discussion Treasurer Lance Becht, seconded by Trustee Bryan Duffield, made a motion for Midwest Energy Cooperative to deploy a fiber communication project in Coloma Township. ROLL CALL VOTE: Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes. ALL AYES. MOTION CARRIED.

Clerk Kraemer informed the Board the Township needs to set up a Parks and Recreation Committee with the City of Coloma which will enhance the chance for Coloma Township to receive the 2016 Michigan Natural Resources Trust Fund Grant Application. She asked the Board to approve setting up this committee. After discussion Trustee Bryan Duffield, seconded by Trustee Matt Moser, made a motion to approve setting up a Parks and Recreation Committee with the City of Coloma. ROLL CALL VOTE: Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes. ALL AYES. MOTION APPROVED.

Supervisor Ken Parrigin stated there are a number of municipalities, State Representatives, and interested parties wanting to clean up the Paw Paw River. He asked to set up a committee, from Coloma Township which would consist of Trustee

Jim Fulton, Trustee Bryan Duffield, and himself. He asked the Board for approval of this committee. Treasurer Lance Becht, seconded by Trustee Matt Moser, made a motion to approve this committee. VOICE VOTE. ALL AYES. MOTION CARRIED

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PUBLIC COMMENTS:

Berrien County Commissioner Bill Smith informed everyone the Animal Control Building should be completed in June. He also announced, if people had not heard, Miss Coloma, Ashley Sipla, was crown Miss Blossomtime this past week. He is pleased with the progress at the North Berrien Senior in cooperation with the County. Supervisor Parrigin thank him for his information.

Maryfrances Styers, Curtis Drive, had a couple concerns. One about the end of her driveway and the other was an issue about neighbors parking a vehicle in their front yard. Supervisor Parrigin informed her he would take a look at it.

Mikki Swisher, a Realtor in the Coloma area, asked about the well cappings and uncappings in the Coloma area. There is no documentation to determine this situation since the State came in and did the water project

Jim Hogue, Coloma resident, asked if the 2016 Michigan Natural Resources Trust Fund Grant could be reviewed by residents before it went for approval. Clerk Kraemer stated she would ask the Engineer.

ADJOURNMENT:

Moved by Trustee Matt Moser, seconded by Treasurer Lance Becht, to adjourn the meeting at 8:26pm.

Respectfully Submitted,

Sandy Kraemer, Clerk

Kenneth Parrigin, Supervisor

Date Approved _____

