

**COLOMA CHARTER TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**October 12, 2016**

**CALL TO ORDER**

Supervisor Kenneth Parrigin called the regular meeting to order at 7:02 pm at the Coloma Charter Township Hall, Coloma, Michigan. Present for the Township: Supervisor Kenneth Parrigin, Clerk Sandy Kraemer, Treasurer Lance Becht, Trustees Bryan Duffield, James Fulton, Rob Harper, and Matt Moser.

The Pledge of Allegiance was led by Clerk Sandy Kraemer.

**CONSENT AGENDA**

Treasurer Lance Becht presented the consent agenda. Treasurer Becht reported the finance committee met and approved the September expenses totaling \$193,425.60. Moved by Treasurer Lance Becht, seconded by Trustee Jim Fulton, to approve the consent agenda and September 14, 2016 regular meeting minutes ROLL CALL VOTE: Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Fulton, yes; Harper, yes; Duffield, yes. ALL AYES. APPROVED.

**PRESENTATIONS AND ANNOUNCEMENTS**

Peter Woldman, from Gabridge & Company, our auditing firm presented the results from our 2015/16 audit. He stated Coloma Township received a “clean audit” which is the highest rating they can give on an audit. He went over details then answered questions.

**CORRESPONDENCE**

None

**COMMITTEE REPORTS**

Chana Kniebes, from the North Berrien Community Development reminded everyone that “Halloween in the Park” will be held on Saturday, October 29, 2016. Line-up for costumed children at the Fire Station at 2:45pm with children walking through downtown starting at 3:00pm and the event will end at 5:00pm. This year the Coloma Lions Club will feature “pumpkin races”. The Coloma Lions will be hosting a “Pumpkin Race” and should be fun for the children. They will be serving hot dogs, chips, and dessert free to everyone.

#### COMMITTEE REPORTS CON'T

Trustee Bryan Duffield stated the Coloma Township roads have been completed for 2016.

Trustee Jim Fulton informed everyone Planning Commission is reviewing the Zoning Ordinances and updating if needed. He stated the old "Schick Motel" has been purchased and the new owner would like to updated the cottages and will need a special use permit on some of things he would like to do.

Chief of Police Jason Roe reported there were 210 total complaints investigated in September. 9 were for obstructing justice, 4 for driving violations, and 17 were suspicious situations. He stated there were 21 arrests, 70 traffic stops, 70 traffic warnings, 14 citations issued, 260 property checks and 13 ordinance investigations in the township. Chief Roe reported the 1 year contract was up for Lieutenant Wesley Smigielski on September 1, 2016. Chief Roe asked the Board to approve a 3 year contract with Lieutenant Smigielski the only changes being a 1.7% pay increase each year. Trustee Rob Harper, seconded by Trustee Matt Moser, made a motion to extend Lieutenant Wesley Smigielski's contract for 3 years with the only changes being a 1.7% pay increase each year. ROLL CALL VOTE: Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes. ALL AYES. APPROVED. Chief Roe asked the Board to approve the 2016 Protocol Manuel. Treasurer Lance Becht, seconded by Trustee Rob Harper, made a motion for the Board to approve the 2016 Protocol Manuel. ROLL CALL VOTE: Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Fulton, yes; Becht, yes. ALL AYES. APPROVED.

Trustee Rob Harper reported North Berrien Fire Rescue responded to 21 calls in September. The decision was made to purchase the new Fire Truck from US Tanker. A date needs to be decided to sit down with Sales Representative to review and sign a purchase agreement. The agreement is not to exceed \$315,000.00. The roof on the building next to the Station 1 is in need of repair and they will get prices to repair it. Trustee Harper informed the Board that \$46,595.22 will be Coloma Township's portion to purchase the Chassis for the new Fire Truck and he needed an approval to purchase it. Treasurer Lance Becht, seconded by Trustee Bryan Duffield, made a motion to approve Coloma Township's portion of \$46,595.22 to purchase Chassis for new Fire Truck. ROLL CALL VOTE: Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes. ALL AYES. MOTION CARRIED.

Trustee Bryan Duffield reported there is lots of maintenance going on in Coloma Cemetery. There are bushes being planted in the new section and some trees are being taken down.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

Clerk Kraemer stated the Township usually contributes \$300.00 to Halloween in the Park which is October 29, 2016 and she asked the Board to approve it for this year. Trustee Bryan Duffield, seconded by Trustee Rob Harper, made a motion to approve the Township contribution \$300.00 for Halloween in the Park. ROLL CALL VOTE: Moser, yes; Duffield, yes; Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes. ALL AYES. MOTION CARRIED.

Clerk Kraemer asked the Board to approve the Election Inspector list for the General Election on November 8, 2016. Trustee Matt Moser, seconded by Trustee Jim Fulton, made a motion to approve the Election Inspector list for the General Election on November 8, 2016. ROLL CALL VOTE: Duffield, yes; Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes. ALL AYES. MOTION CARRIED.

Clerk Kraemer stated Halloween in the Park is being held on October 29, 2016 from 3:00pm to 5:00pm and the City has set their hours for Trick or Treating from 5:00pm to 7:00pm the same day. She asked if the Township wanted to do the same. Trustee Rob Harper, seconded by Trustee Jim Fulton, made a motion to set Trick or Treating in the Township from 5:00pm to 7:00pm on October 29, 2016. ROLL CALL VOTE: Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes. ALL AYES. MOTION CARRIED.

Supervisor Ken Parrigin stated Coloma Township has received approval for the SAW (Sewer and Water) Grant which will go into effect January 1, 2017. He would like to appoint a committee for the grant. He suggested the Board appoint Trustee Jim Fulton, Trustee Bryan Duffield, and himself to the committee. Treasurer Lance Becht, seconded by Trustee Rob Harper, made a motion to approve the SAW grant committee of Trustee Jim Fulton, Trustee Bryan Duffield, and Supervisor Ken Parrigin. ROLL CALL VOTE: Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Fulton, yes. ALL AYES. MOTION CARRIED.

Township Attorney Scott Dienes attended the Board meeting to inform the Board that the County has appealed to the Supreme Court regarding the Gun range. He stated he needs approval from the Township Board to respond to this appeal. After discussion Trustee Bryan Duffield, seconded by Trustee Jim Fulton, made a motion to approve Township Attorney Scott Dienes respond to the appeal. ROLL CALL VOTE: Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Fulton, yes. ALL AYES. MOTION CARRIED.

Supervisor Parrigin stated the Township needs a representative to be on the Fire Chief committee to research for a new Fire Chief and he suggested Bob Howell. After discussion Treasurer Lance Becht, seconded by Trustee Bryan Duffield, made a motion to appoint Bob Howell to represent Coloma Township on the committee to research for a new Fire Chief. ROLL CALL VOTE: Duffield, yes; Harper, yes; Fulton, yes; Becht, yes; Parrigin, yes; Kraemer, yes; Moser, yes. ALL AYES. MOTION CARRIED.

**PUBLIC COMMENTS:**

Berrien Commissioner Bill Smith reported the improvement to Rocky Gap Park is great and encouraged everyone to go see it. He also stated the County is busy working on their new budget.

**ADJOURNMENT:**

Moved by Trustee Matt Moser, Seconded by Trustee Bryan Duffield to adjourn the meeting at 8:15pm.

Respectfully Submitted,

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Sandy Kraemer, Clerk

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Kenneth Parrigin, Supervisor

Date Approved \_\_\_\_\_