

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
NOVEMBER 17, 2008**

08-191 REGULAR MEETING

The Alpine Township Board met on Monday, November 17, 2008 at 7:30 p.m. at the Alpine Township Hall, 5255 Alpine Avenue, Comstock Park, Michigan. Board members present were Supervisor Marta Brechting, Clerk Jean Wahlfield, Treasurer Jan Brechting, Trustees Ron Cordes, Jim May, Sharon Steffens, and Ted Wallace.

Supervisor Brechting called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. She proposed the following two changes to the agenda:

1. Remove Budget Amendments from the Consent Agenda and add Item 5I: Discussion of Budget Amendments.
2. Add Item 5-J: Re-adopt Resolution No. 08-37 - NKSA

J. Brechting offered a motion, supported by Steffens, to approve the Agenda with the two amendments. Motion carried 7-0.

08-192 CONSENT AGENDA

Three corrections were suggested for the October 30, 2008 Minutes:

Page 3, first paragraph, line 1, the word “has” should be “**had**”

Page 3, first paragraph, line 5, the word “with” should be “**which**”

Page 3, paragraph six, line 1, the word “**of**” should be included before “a siren”

May offered a motion, supported by Wallace, to approve the Consent Agenda consisting of Approval of Minutes of the Regular Meeting of October 20, 2008 and the Special Meeting of October 30, 2008 with change, Consideration of Vouchers/Bills and Receipt of Correspondence. Motion carried 7-0.

No public comment was offered at this time.

08-193 COMMISSION REPORTS

Planning Commission – May: October 16, 2008: The Planning Commission continues to work on wind energy.

Zoning Board of Appeals – Wallace: October 27, 2008: A variance for a front yard setback was approved for 424 Bertha Street.

Historical Committee – Cordes: November 16, 2008: Seventeen people attended an open house featuring a Veterans theme.

Sewer & Water – M. Brechting: There will be further discussion on both topics under Pending and New Business.

08-194 FINAL READING – ORDINANCE #08-05-MIXED USE PLANNED UNIT DEVELOPMENT DISTRICT (MPUD) – ZONING ORDINANCE CHAPTER

Supervisor Brechting stated that this zoning district is an additional tool for the Township and developers as an option from the normal OSN-PUD residential subdivisions. The built environment and its more formalized green spaces are a design priority.

Supervisor Brechting noted that at the previous meeting there was concern regarding the minimum open space requirement of ten percent. Planning Director Sue Thomas stated in her memo of November 13, 2008 to the Board members, that it is important to note the *required* open space does not include storm water ponds, areas that are required to be landscaped or areas that have less than the minimum dimension of 50 feet by 100 feet. The total actual amount of open space with an M-PUD development will be greater than the *required* ten percent minimum.

May offered that any M-PUD development will be unique to the location and as with any proposed development; there will be a public hearing and chance for public comment.

It was noted that the proposed ordinance has flexibility.

Steffens offered a motion, supported by May, to approve Ordinance #08-05: Mixed Use Planned Unit Development District (MPUD) – Zoning Ordinance Chapter. Motion carried 7-0 in a roll call vote.

08-195 INTRODUCTION AND DISCUSSION OF OUTDOOR FURNACE ORDINANCE AND REGULATIONS

Supervisor Brechting commented the Planning Commission addressed outdoor furnaces along with their development and review of another energy ordinance: Wind Energy Systems.

May advised the Board that the outdoor furnaces currently used in the Township will be grandfathered in and would be exempt from this proposed ordinance.

J. Brechting questioned the exemption of the furnaces in the RA and Agricultural zoning district. She disagreed with this, especially within the RA district.

Wahlfield questioned if it was legal to exempt two zoning districts and would there be possible ramifications. Wahlfield posed another question as to who would be policing what is being burned in the furnace.

It was Board consensus to obtain additional information for the December meeting.

08-196 DISCUSSION ON CRAWFORD/RUSCHE FORBEARANCE AGREEMENT

Supervisor Brechting stated this Forbearance Agreement was more defined than the previous agreement approved in 2005. It was noted that crushing will be permitted no more than once annually for up to 12 days duration. A survey will be required one time per year.

May offered a motion, supported by Cordes, to approve the Forbearance Agreement for property located at 2654 10 Mile Road NW, Sparta, MI., 49321 for property owner James Crawford and operator Michael Rusche. Motion carried 6-1, with Wahlfield dissenting.

08-197 DISCUSSION OF UPDATED JOB DESCRIPTIONS

The Board received updated job descriptions for the Planning Director and Zoning Administrator, Code Enforcement Officer and the Building Official. Supervisor Brechting noted that when Campbell came on Board, he was performing some of the duties now delegated to the other two positions. Each description defines each position.

J. Brechting stated it is very important to keep the Township officials informed of the progress of each project and coordination with the Treasurer regarding escrow accounts.

Wahlfield advised additional wording be included for the Planning Director/Zoning Administrator job description under #17 regarding cooperation and coordination with the Township Clerk.

Board members discussed the feasibility of requiring experience versus the pay scale that the Township offers. Both Cordes and May felt that experience was well-worth the money.

Educational requirements for the Building Official were discussed and the consensus was the Requirements for Certification by the State should be kept up to date and it was noted those requirements may change.

May offered a motion, supported by Cordes, to accept the job descriptions of Planning Director and Zoning Administrator, Code Enforcement Officer and Building Official with the changes discussed. Motion approved 7-0.

08-198 CONSIDERATION OF MASTER PLAN SEWER BOUNDARIES

Supervisor Brechting stated that the sewer boundary map enclosed in the board packets is part of the Township Master Plan adopted by the Township Board on December 17, 2007. The boundaries reflect the Township's land use goals. The Planner's memo notes that the word "proposed" will be removed from the service area map as the map was created while the Township was under contract with the City of Grand Rapids. It was noted the map includes the Wahlfield Plat and the K.C. Wahlfield Park. .

Steffens noted this new sewer area would not be viable if the Township had not joined the North Kent Sewer Authority.

May offered a motion, supported by Wallace, to approve Resolution No. 08-37 A Resolution Designating Certain Boundaries as the Township's Sanitary Sewer Service Area.

Board Discussion: Wahlfield questioned the "express written consent of the Township" in #2 and questioned #4 that this Resolution shall invalidate and supercede any prior resolutions to the extent of any conflict. Steffens stated resolutions regarding the sewer district date back to the 1970's/1980's. Steffens mentioned that the City of Grand Rapids refused to extend the sewer area to Wahlfield Plat; however the City did agree to extend the area to serve the new Kenowa Hills high school.

J. Brechting felt that the Department of Public Works (DPW) would clarify the written consent.

A consensus of the Board was #2 shall read: "No property in the Township shall be served by public sanitary sewer outside boundaries of the Sanitary Sewer Service Area map with the ~~express-written~~ consent of the Township **Board**."

May offered a motion, supported by Wallace, to approve Resolution No. 08-37 – A Resolution Designating Certain Boundaries as the Township’s Sanitary Sewer Service Area with the changes discussed by the Board and presented as Map 2, November 2008 in the Township Master Plan. Motion carried 7-0.

08-199 DISCUSSION ON PLANNING COMMISSION APPOINTMENT SCHEDULE

Supervisor Brechting informed the Board that legislation impacting the makeup of the Planning Commission has recently become effective due to PA 33 of 2008 (Michigan Planning Enabling Act). An outline has been prepared by Planner Thomas to facilitate the make up of the Township Planning Commission into State compliance.

Board members discussed the proposal and felt our current Commission was representative of the entire geography.

May offered a motion, supported by Steffens, to accept the possible solution provided by Planner Thomas to bring the proposed Planning Commission member terms in to compliance by July 1, 2011. Motion carried 7-0.

08-200 CONSIDERATION OF CAFETERIA PLAN VACATION OPTION

Supervisor Brechting explained that other local units of government offer employees the opportunity to purchase additional vacation time utilizing their cafeteria plan.

Wahlfield questioned if this concept would be pre-tax dollars and how would it affect an employee’s W-2 form. Wahlfield suggested that this proposal only be offered to full-time employees.

Steffens added that she felt the option will make the Township look more attractive to new employees.

Supervisor Brechting suggested that after clarifications are received and reviewed, this option may be approved at the next meeting.

08-201 DISCUSSION ON WATER SYSTEM IMPROVEMENTS FOR WESTGATE AREA

Supervisor Brechting received a request from Plainfield Township to participate in improving the water distribution system in the Westgate area by paying 50% of the project cost. Plainfield Manager Homan submitted a letter dated October 14, 2008 along with the project costs.

J. Brechting noted there is approximately \$700,000 in the Township water fund specifically for improvements. J. Brechting also stated this would be a very good project and a benefit to our citizens. It was noted there are two projects scheduled for the 2009 construction season. Design work on these two projects has to begin in November of 2008 in order to obtain the necessary MDEQ as well as other permits and for a winter bid to take place and allow construction to start in the summer of 2009.

Steffens offered a motion, supported by J. Brechting, to approve the 2009 Water System Improvements for the Westgate Area, with the cost to be split with Plainfield Township 50-50. Motion carried 7-0.

08-202 DISCUSSION ON BUDGET AMENDMENTS

Supervisor Brechting proposed the following budget amendments:

1. \$18,500 from Contingency for the Reappraisal Project
2. \$1,000 from Contingency to MI Tax Tribunal Legal Fees
3. \$1,000 from Contingency to Legal Telecommunication Fees
4. \$2,500 from Contingency to the Ortho Photographyn Project

Supervisor Brechting decided that there will be some minor adjustments from the audit and requested that #2 and #3 be removed from the discussion.

J. Brechting offered a motion, supported by May, to approve the budget amendments dated 11/17/08 as presented with the removal of items #2 and #3 under expenditures. Motion carried 7-0.

08-203 RE-ADOPTION OF RESOLUTION #08-38

The original resolution was previously adopted at a special meeting held on October 6, 2008. In order for this Resolution to be in compliance it needs approval after October 9, 2008.

Steffens offered a motion, supported by May, to approve Resolution 08-38. Motion approved 7-0.

It was noted that at the last NKSA meeting, the first budget was distributed. A special meeting will be held on November 20, 2008. Supervisor Brechting displayed pictures for the Board and audience showing before and after pictures of sewage turned into clear water. .

May offered a motion, supported by Steffens, to appoint Alex Arends as the NKSA representative for Alpine Township. Motion carried 7-0.

08-204 SUPERVISOR'S REPORT AND BOARD COMMENTS

Wallace thanked outgoing Board members for their service to the Township.

Steffens read "A Historical Perspective" prepared by her reiterating the past 24 years that she has served the Township as Clerk, Supervisor and Trustee. (A copy attached to the minutes.)

J. Brechting thanked everyone for her sixteen years working at the Township. She stated that she always had the Township's best interest at heart and wished the new Board good luck.

May stated he was grateful for his past four years and looks forward to the next term. He thanked the outgoing members and wished them luck.

Cordes stated that he had a great time serving on the Board and wished those leaving good luck.

Wahlfield presented the certificates of appreciation to the outgoing Board members.

Supervisor Brechting stated that a lot was accomplished during her tenure and thanked everyone for his/her service.

08-205 PUBLIC COMMENT AND ADJOURNMENT

No public comment was offered at this time.

Wallace offered a motion, supported by May, to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Jean Wahlfield
Clerk

Beth Alt
Recording Secretary