

**MINUTES
ALPINE TOWNSHIP BOARD
REGULAR MEETING
JANUARY 18, 2010**

10-01 REGULAR MEETING

The Alpine Township Board held a regular meeting on Monday, January 18, 2010 at 7:30 p.m. at the Alpine Township Hall, 5255 Alpine Avenue, Comstock Park, Michigan, 49321. Board members present were Supervisor Alex Arends, Clerk Jean Wahlfield, Treasurer Jim Townsend, Trustees Ron Cordes, Jim May, Bill Schweitzer, and Ted Wallace.

Supervisor Arends called the meeting to order with the Pledge of Allegiance which was led by Holy Trinity School student and Boy Scout George Reid.

A motion was offered by May, with support from Townsend, to accept the Agenda as presented. The motion carried 7-0.

10-02 CONSENT AGENDA

Board members reviewed the Consent Agenda. Treasurer Townsend offered one correction to the December 21, 2009 Minutes by stating the word member be changed to members in the fourth sentence of the third paragraph under the heading Consent Agenda on Page 1.

A motion was offered by Townsend, with support from May, to approve Minutes from December 21, 2009 with change. Motion carried 7-0.

Supervisor Arends briefly reviewed the budget and financial reports. He requested that the Board approve a budget amendment for the cemetery fund due to an unexpected contracted service expense. He was suggested \$500.00 be transferred from contingency into cemetery fund "276".

A motion was offered by May, with support from Cordes, to approve the transfer of \$500.00 into the cemetery fund "276" from the Contingency Fund line item. Motion carried 7-0.

Townsend reviewed his Treasurer's Report and noted that \$1,775.17 was earned in interest last month. He provided information regarding an outstanding sewer trunkage amount owed by Evergreen Properties for the strip mall building located on Alpine Avenue. Treasurer Townsend discussed the possibility of offering residents the option of using debit or credit cards to make payments on-line. There would be no charge to the Township to offer this service and the customer would pay a transaction fee to use the program. He will present a written proposal at the next meeting.

Supervisor Arends discussed the year end reports provided by Planner Sue Thomas and Building Official Gary Campbell. He reviewed the Code Enforcement Year End Report that was completed by Bob Devereaux. The Supervisor noted that the Zoning Enforcement Officer is budgeted for 8 hours per week and that each complaint averages 2.7 contacts in order for it to be resolved.

A motion was offered by May, with support from Schweitzer, to approve the Consent Agenda which consisted of the Approval of Minutes from December 21, 2009, Consideration of Vouchers, Receipt of the Treasurer's Report, Receipt of Revenue and Expense Report, 2009 Year End

Reports for the Building Department, Cemetery, Code Enforcement, and the Planning Department as well as the Receipt of Correspondence. The motion carried 7-0.

**10-03 PUBLIC HEARING -
JACK BROWN PRODUCE-8035 FRUIT RIDGE AVENUE NW
REQUEST FOR NEW INDUSTRIAL FACILITY TAX
EXEMPTION CERTIFICATE-NEW EQUIPMENT
CONSIDERATION OF RESOLUTION #10-01 AND AGREEMENT #10-01**

A motion was offered by Schweitzer, with support from Wallace, to open the public hearing for the Jack Brown Produce industrial facility tax exemption request. Motion carried 7-0.

John Schaefer, president of Jack Brown Produce, stated that the business is a 50 year old grower-owned corporation with 43 shareholders, some of which are Alpine Township residents. The business is additionally supported by 100 apple growers. Growers have been increasing their acreage and plantings and due to modernization, bushels yielded per acre have also increased. The Board of Directors for Jack Brown Produce has been studying the trend and concluded that there is a need to upgrade their storage facilities to meet the demand for fresh market apples. The requested abatement is for a new 30,000 square foot building that has 17 individually controlled atmosphere (CA) rooms with state of the art technology. This new building is completed and full of apples. Mr. Schaefer stated that Jack Brown Produce requests 12-year abatement and noted that future expansion is likely in order to meet grower's needs.

Supervisor Arends noted that no public comment was offered.

A motion was offered by May, with support from Townsend, to close the public hearing. Motion carried 7-0.

Townsend asked if the expansion resulted in the addition of new jobs. Schaefer stated that the facility is primarily a stand-alone apple storage facility adding 1 or 2 new jobs.

The Board discussed the comments that were presented by Schaefer as well as the proposed resolution and agreement.

Wahlfield stated that the public noticing had been completed.

A motion was offered by May, with support from Wallace, to approve Resolution #10-01 for Jack Brown Produce, Inc. located at 8035 Fruit Ridge Avenue for an Industrial Facilities Exemption Certificate for New Personal Property for 12 years. There was no future discussion and the motion carried 7-0.

A motion was offered by May, with support from Schweitzer, to approve Agreement #10-01, the property tax abatement agreement with Jack Brown Produce, Inc. located at 8035 Fruit Ridge Avenue. Motion carried 7-0.

**10-04 PUBLIC HEARING -
KENT COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT FUNDS (CDBG) CONSIDERATION OF
RESOLUTION #10-03 FOR YEAR 2010-2011 AND RESOLUTION
FOR REALLOCATION OF PRIOR YEAR FUNDS**

Supervisor Arends stated that the proper notice for the public hearing has taken place.

May offered a motion, supported by Townsend, to open the public hearing. Motion carried 7-0.

Supervisor Arends reviewed the information received from Planner Thomas in her memo dated January 15, 2010. He explained that Resolution #10-03 allocates CDBG funds for the upcoming 2010-2011 year and Resolution #10-04 reallocates program money from prior years including the funds that were repaid by the Township and recaptured by CDBG from the McConnell house project.

Supervisor Arends recommended the following for the year 2010-2011:

- Designate \$1,000 to the Arbor Circle Corporation North County Teen Parenting Service.
- Designate \$18,000 for the ITP GO! Bus Service.
- Designate any remainder of the 2010-2011 funding for the construction for sidewalks and/or non-motorized trail projects within the Township.

The Supervisor noted that the Township must reallocate unexpended CDBG funds from previous years or the monies will be lost. The Board discussed the use of the funds for projects at the Sports Complex. The amount of funds and dates the funds must be spent by are identified as:

- \$33,120 from the program year 2006-2007 to be spent by June 2010.
- \$157,916.21 in recaptured monies (McConnell House) to be spent by June 20, 2011
- \$4,140.97 from the program year 2008-2009 to be spent by June 20, 2012.

Public comments were received at this time.

John Jenkins, 362 Netherfield Street, commented on the usage of the tennis courts and wanted to know if there was another area where the money could be spent.

Trustee Wallace commented that a set of tennis courts in the area had been demolished and that usage of the courts at the Sports Complex has seen a noticeable increase in usage. Wallace stated that there is really no way of knowing the number of people using the tennis courts, but feels that Township residents will benefit from improvements.

A motion was offered by May, with support from Schweitzer, to close the public hearing for the CDBG funds. Motion carried 7-0.

Board members discussed the allocation amounts in the two resolutions including the dollar amount and the potential location for the acquisition of property.

A motion was offered by May, with support from Townsend, to Approve Resolution #10-03 for the allocation and transfer of Community Development Block Grant (CDBG) Monies for the Year 2010-2011 for Alpine Township as follows:

- Designate \$1,000 to the Arbor Circle Corporation North County Teen Parenting Service.**

-Designate a maximum of \$18,000 of the 2010-2011 funding for the ITP GO! Bus Service.

-Designate any remainder of the 2010-2011 funding for the construction of sidewalks and/or non-motorized trail projects within the Township.

There was no further discussion and the motion carried 7-0.

A motion was offered by May, with support from Wallace, to Approve Resolution #10-04 for Reallocating and the Transfer of Community Development Block Grant (CDBG) Monies for the Program Years 2006-2007 and 2008-2009 and for Recaptured CDBG Monies for Alpine Township as follows

-Designate \$33,120 for public park improvements and/or sidewalk construction from unexpended funds for year 2006-2007.

-Designate the recaptured funds in the amount of \$157,916.21 as \$45,000 for acquisition of property, \$37,000 for public park improvements and/or sidewalks and/or non-motorized trails, and designate \$75,916.21 for the construction of sidewalks and/or non-motorized trails.

-Designate \$4,140.97 for unexpended funds for the year 20082-009 as \$2,000 for water tower artwork and \$2,140.97 for construction of sidewalks and/or non-motorized trials.

There was no further discussion and the motion carried 7-0.

10-05 PUBLIC COMMENT

George Reid, 4943 Stony Creek, commented on the need for basketball courts in the Township public parks.

Trustee Wallace stated that this was a good idea and that he would consider placing this item on the agenda for the next Park and Recreation Committee meeting.

10-06 COMMISSION REPORTS

Planning Commission – Cordes: The Planning Commission will meet next on January 21, 2010. A special land use request and site plan review has been requested for vehicle sales at the old Alpine Yamaha building located at 4790 Alpine Avenue. Williams Form Engineering at 5501 Rusche Drive has requested a one year site plan approval extension.

Zoning Board of Appeals – May: The Zone Board of Appeals did not meet in the month of December. The next meeting is scheduled for Monday January 25, 2010 and the Township attorney will be conducting a training workshop for members as well as Township Board members who wish to attend.

Historical Committee – Schweitzer: The Historical Committee held an Open House on January 17 and the guest speaker was Supervisor Alex Arends. He presented a slide show of Township events and pictures that were taken in the 2009.

Sewer and Waters – Arends: Supervisor Arends noted that the results from the temporary sewer meters that were placed to monitor the Alpine Meadows flow will be available soon.

Park and Recreation – Wallace: At the last Park and Recreation Committee meeting work continued on the preparation of the Master Plan. The public hearings will be held in February. The Committee also discussed field usage fees and the recommendations will be presented later in the agenda. It was noted that there is new leadership within the migrant soccer league.

10-07 CONSIDERATION OF RESOLUTION #10-02-SET ZONING AND LAND DEVELOPMENT FEES

Supervisor Arends explained that the Board had reviewed the annual miscellaneous fees at the December meeting but there was some confusion on fees associated with planning and zoning. Planner Sue Thomas put a document together to better explain the changes in her memo dated January 14, 2010. Some fees have been slightly increased, some fees were added, and some stayed the same. It was noted that zoning permits for portable signs as well as snowplowing and trash hauling vehicle permits will be included on the miscellaneous fee schedule. Board members reviewed the information presented.

A motion was offered by Townsend, with support from May, to include the zoning permits and fees for portable signs (\$45 permit plus \$30.00 inspection) and the snowplowing and trash hauling vehicle permits (\$25.00 for the first vehicle plus \$10.00 for each additional vehicle) on the annual miscellaneous fee schedule. Motion carried 7-0.

A motion was offered by May, with support from Cordes, to approve Resolution #10-02 Setting Zoning and Land Development Application Fees and Establishing an Escrow Fund Requirement for Certain Zoning and Land Development Applications and Developments which includes the Fee Schedule dated January 14, 2010. . Motion carried 7-0.

10-08 REVIEW AND APPROVAL OF PARK AND RECREATION FEES FOR 2010.

Supervisor Arends reviewed the recommended charges and fees for Parks and Recreation Facilities for 2010 which was presented by the Park and Recreation Committee for the soccer and softball field usage at the Sports Complex. It included a recommendation for the lessee of the concession stand to pay the Township 15% of gross sales. Arends suggested that a \$20 fee be discussed for the use of the smaller north soccer field. Trustee Wallace stated that the Park and Recreation Committee recommended a field use fee of \$35 for all fields.

The Supervisor discussed the unmarked fields and stated that there is no charge for the use of those areas of the Sports Complex. The Township will not guarantee that the fields are lined and field users will be given access to certain supplies. It was suggested that an informational list be compiled outlining the types of equipment that will be supplied.

Supervisor Arends further discussed the use of the concession stand with Board members. Wallace stated that the Park and Recreation Committee did not think the 15% of gross sales was unreasonable. A discussion ensued on who would be running the concession stand and it was noted that different individuals may be running the concession stand depending on who was playing on the fields. Wallace stated that whoever runs the concession stand is responsible for the clean-up.

A motion was offered by Schweitzer, with support from May, to approve the Park and Recreation Fees for 2010 which is \$35.00 for the use of the soccer and softball fields for a per game/reserved practice slot of 2 hours. Motion carried 7-0.

10-09 SUPERVISOR’S REPORTS AND BOARD COMMENTS

Supervisor Arends explained that meetings will continue with the City of Walker to discuss the traffic on Alpine Avenue and a connector to US 131. Arends has been contacted by a community group interested in supplying a playground within the York Creek Apartments. The Alpine Township Community Recreation Plan is nearly finalized and a public hearing will take place in February.

Trustee May commented on the upcoming MTA convention which will be held in Grand Rapids.

Trustee Cordes discussed the proposed grant for the bank restoration of a portion of the York Creek watershed.

Wallace noted that the Park and Recreation Committee needs additional volunteers to help come up with new ideas and participate. The Committee is not very big and new volunteers and ideas are welcome.

10-10 PUBLIC COMMENT

Fire Chief Christians reviewed the Alpine Township Fire Department 2009 Annual Report which he submitted at this meeting. All information and the statistics were obtained from the Fire Tools Software. Chief Christians stated that he is recommending that two firefighters be removed from probationary status. Firefighters Brian Stalsonburg assigned to Fire Station #1 and Allen Mayo assigned to Fire Station #2 have successfully completed their drivers training and required drive time as well as Firefighter I and II courses of the Michigan Firefighters Training Council.

A motion was offered by May, with support from Townsend, to remove Firefighters Stalsonburg and Mayo from probation. Motion carried 7-0.

Supervisor Arends commented that Best Buy moving from Alpine Township to the City of Walker. He stated that the new website is up and running well.

Tom Antor, Kent County Commissioner, stated that he has been appointed to a committee to discuss failing septic systems in Kent County. He explained that the State of Michigan may step in to regulate and require an annual inspection for all septic systems as well as collect a fee.

A motion was offered by May, with support from Townsend, to adjourn meeting at 8:46pm and the motion carried 7-0.

Respectfully Submitted,

Jean Wahlfield,
Clerk

Alex Arends,
Supervisor

Erin Randall,
Recording Secretary