

**MINUTES
ALPINE TOWNSHIP BOARD
SPECIAL MEETING
AUGUST 14, 2006**

06-141 SPECIAL MEETING

The Alpine Township Board held a special meeting on Monday, August 14, 2006 at 7:30 p.m. at the Alpine Township Hall, 5255 Alpine Avenue, Comstock Park, Michigan. Board Members present: 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.

Supervisor Brechting amended the agenda with the two following additions: Under **Pending and New Business:** Before **Item 4A** the Supervisor added: **Introduction of the new Interim Building Inspector, Gary Campbell** and **4H: Receipt of Planning Director, Brendie Vega-Mkhwanazi 's resignation.**

Motion offered by May, supported by J. Brechting, to accept the August 14, 2006 agenda as amended. Motion carried 7-0.

The receipt of correspondence was duly noted.

06-142 PUBLIC COMMENT

Dwayne Scheidel, 1769 7-Mile Road, stated that he received the Harvester newsletter and he was very upset. Scheidel stated that he was a former Township Board Trustee and a Planning Commission member for 10 or 12 years, serving various terms. He stated that his interpretation of a Township Board is people working together. He felt that the Supervisor's comments in the newsletter for the first six pages was totally wrong because taxpayer money and township media was used. He added that a newsletter should reflect a democracy, not a dictatorship.

06-143 INTRODUCTION OF INTERIM BUILDING INSPECTOR, GARY CAMPBELL

Supervisor Marta Brechting introduced Gary Campbell as Interim Building Inspector. Campbell explained his qualifications for this position. Campbell is the part-time Building Official for Caledonia whereby he supervises the department of five inspectors. Campbell feels that he has a good handle on the code and enforcement and is currently brushing up on Alpine's Zoning Ordinance. Campbell does not feel there will be any drop-off while he is filling in.

Supervisor Brechting stated that he has already tackled several inspection problems. Campbell assured the Board that he would be available for a permanent full-time position. The Board welcomed Campbell as part of the Alpine staff.

06-144 DISCUSSION OF AL FOUR POND - IMPROVEMENTS

Supervisor Brechting stated that this discussion continues from last month regarding the stormwater improvements for commercial property on the west side of Alpine Avenue and Four Mile Road. Engineer Chad Sosnowski gave a brief history of the drainage issues.

Focusing on the Al Four pond area that requires specific improvement, it was suggested by the engineers to expand the existing pond and develop a worktable plan that would contain a 100-year storm event which is the current standard. Engineers feel that now would be the time to make improvements as several businesses in the proposed district wish to redevelop their property. It was recommended that a small sub-drainage district be created to include all the businesses that drain into the Al Four pond.

The engineer presented the Board with two options: an Alpine Drainage District that includes 20% of undeveloped area and an Alpine Drainage District that does not include undeveloped area. Engineer Sosnowski stated that there is an issue of wetlands in this district. The wetlands in Option 1 were computed at a lesser degree because this property will not be developed and there would be less run-off. The deferred properties listed are not currently developed but as these properties develop they will be assessed for their share. The incentive would be that the owners/developers would build a detention pond, however it would be smaller than what they would have been to meet the 100 year storm requirements. Attorney Sluggett advised the Board that there are two different issues that need to be addressed:

The Stormwater Management Ordinance states that anyone that builds or adds an addition must comply with the 100-yr. pond on-site or have a 25-yr. pond on-site with the ability to make use of an off-site drain.

The second issue is that fully independent of the Stormwater Ordinance, the improvement needs to be made to this drainage district. The question is if this method of financing is acceptable to the Board. The Drain Commissioner's office has indicated that they are willing to work with Alpine if this is how the Board wants to finance the improvement. The Drain Commission will support the Township in terms of setting up a SAD for a Chapter 20 drain. Sluggett reminded the Board that no final decisions are going to be made about the district and the next step would be to set a public hearing.

Sluggett informed the Board that improvements need to be made to the Al Four pond within this drainage district (Chapter 20). In this manner, Alpine Township would continue to make improvements to the York Creek Drainage District in the form of a small special assessment district which has been the method used over the last few years.

Steffens stated that the advantage of the proposed small special assessment district is that the property and improvements are totally within Alpine and it will be easier to work with. Sosnowski stated that this would be the best time to assure getting the improvements done prior to any further development. Sosnowski advised the Board that Option I including 20% of the undeveloped area would be preferable.

Sluggett explained the Chapter 20 Drain Process. Sosnowski added that all the engineering work has been completed. Sluggett indicated that he will confirm with the County Drain Commission that this project will still be a "go" in light of the pending election of a new Drain Commissioner.

Steffens offered a motion, supported by Wallace, to proceed with the creation of a sub-drainage SAD for the south Al Four pond of the York Creek Drain. Motion carried 7-0.

Sluggett offered to prepare the Notice of Intent that will require Board approval.

06-145 FINAL READING - ZONING ORDINANCE ADMENDMENTS - Sec 21.07(c) Antenna & Towers - Ordinance #06-05 (Tabled 7/18/06)

Steffens offered a motion, supported by J. Brechting, to take the Final Reading of Zoning Ordinance Amendments - Sec 21.07(c) from the table. Motion carried 7-0.

In response to questions received last month Supervisor Brechting stated that Township Attorney Sluggett advised that an easement or covenant agreement would need to be recorded and the enforcement shall be the same as any other ordinance.

May offered a motion, supported by Wallace, to approved and order publication of the Antenna and Towers Zoning Ordinance Amendments - Section 21.07(c) with the amended wording. Motion carried in roll call vote and carried 7-0.

**06-146 CONSIDERATION OF STORMWATER ORDINANCE APPEALS
PROPOSED AUTO ZONE - 3655 Alpine Avenue (Tabled 7-18-06)**

J. Brechting offered a motion, supported by May, to take the Consideration of Stormwater Ordinance Appeals for the proposed Auto Zone - 3655 Alpine Avenue from the table. Motion carried 7-0.

Rob Lamar engineer representing Auto Zone stated that Todd Ponstein (owner of the property) has agreed to participate in the proposed SAD if the project was waived from the stormwater ordinance requirement. Laman stated that Auto Zone's project will have the same or possibly less impervious surface than the current building and he displayed the proposed site plan for the project.

Cordes offered a motion, supported by May, to approve the appeal from the Alpine Township Stormwater Ordinance for AutoZone (41-09-35-490-031) located at 3655 Alpine Avenue with the condition that AutoZone will participate in the AlFour Pond SAD and that Auto Zone agrees to pay any proportional amount to manage the on-site stormwater. Motion carried 7-0.

**06-147 CONSIDERATION OF RESOLUTION #06-20 - PRE-HAZARD MITIGATION PLAN
(TABLED FROM 7/18/06)**

May offered a motion, supported by Steffens, to take Consideration of Resolution #06-20 - Pre-Hazard Mitigation Plan from the table. Motion carried 7-0.

Supervisor Brechting spoke with Lieutenant Jack Stewart, Emergency Management Coordinator from the Kent County Sheriff's Department. This document signifies an acceptance of what has been done and

places no further requirements on municipalities.

It was noted that the Fire Department is not involved with this Resolution.

Steffens offered a motion, supported by May, to approve Resolution #06-20 - Pre-Hazard Mitigation Plan for Kent County, Ottawa County and the City of Grand Rapids. Motion carried 7-0.

06-148 FISHBECK, THOMPSON, CARR & HUBER PROPOSAL (Tabled 7-18-06)

May offered a motion, supported by J. Brechting, to take the Fishbeck, Thompson, Carr and Huber Proposal from the table. Motion carried 7-0.

Supervisor Brechting explained that this is one of the final steps of the NPDES IDEP requirements. The \$4,400 estimated budget is for determining the source of the problem outfall and making the proper notifications. The enforcement, follow-up, and correction of the problems will be the responsibility of the Township. The problem may be minor and the party responsible for the private outfall may be able to easily correct the problem. The public outfall may be more difficult to determine the identification of the responsible party. Both of the identified outfalls may be as minor as salt from a water conditioner or runoff from a parking lot or roadway.

This DEQ program was set up to be a five-year program and the steps were intentionally spread out over that number of years to eliminate big expenditures being required in one year. This is one of the final steps of the existing program, so future proposals will depend on whether the DEQ deems the program useful and decides it needs to continue.

In response to Steffen's question, Supervisor Brechting noted that the funds will come from the NPDES line item that has a budget of \$12,000.

May offered a motion, supported by Steffens, to accept the Fishbeck, Thompson, Carr and Huber Proposal in the amount of \$4,400. Motion carried 6-1 with Cordes dissenting.

06-149 RECEIPT OF BUILDING INSPECTOR FLEET'S RESIGNATION

Supervisor Brechting stated that the Personnel Committee met and felt that an interim building inspector was necessary. Gary Campbell came into the Township on Fleet's last day and was offer to assume the interim position. Campbell, a registered Building Official, was highly recommended by Cascade and Caledonia Townships and has experience with the commercial plan reviews as well as water and sewer issues that are currently facing Alpine's building department.

The Board discussed the pay range and work schedule. It was noted that Campbell will work at least four hours per day at the rate suggested in the Supervisor's memo.

Cordes offered a motion, supported by Steffens, to have Gary Campbell assume the Building Inspector interim position to be paid \$25 per hour and mileage.

DISCUSSION: Wahlfield questioned the Supervisor what her plans were to fill the position. Supervisor Brechting commented that the Personnel Committee will meet again as the job description has evolved since Fleet began the position. J. Brechting and Wahlfield stressed that this position should be filled in an expedient manner. Steffens requested that the Personnel Committee meet and devise draft job descriptions or develop a couple of options for the Assessor, Building Inspector and Planner positions by next week's regularly scheduled meeting. In addition, advertising for the vacant jobs needs to take place within the next few days. Steffens requested Minutes from the Personnel Committee meetings.

Motion carried 7-0.

Steffens offered a motion, supported by Cordes, to accept the resignation of Mark Fleet and to extend appreciation for his 9-1/2 years of service with the Township. Motion carried 7-0.

06-150 RECEIPT OF ASSESSOR TOM DOANE'S RESIGNATION

Supervisor Brechting read Tom Doane's resignation as Alpine Township's Assessor. Supervisor Brechting questioned whether or not the Board would want to pursue a part-time or full-time employee.

J. Brechting stated that the Treasurer and Assessor work very closely together. J. Brechting commented that Alpine has benefitted by having employed the two top assessors. She felt very strongly that the Township needs a full-time assessor. She stated that she only agreed to Doane going to part-time because of his exceptional skills and at this time the assessing records are in excellent order.

Supervisor Brechting noted it was her first inclination to offer the position to Julie Bacheller, Residential Appraiser. At the current time, Bacheller indicated that she is not interested in assuming the Assessor Level III position.

It was the consensus of the Board that the Township will advertise for a full-time Level III assessor position.

May offered a motion, supported by J. Brechting, to accept Tom Doane's resignation as Assessor for Alpine Township and to thank him for his years of service. Motion carried 7-0.

06-151 RECEIPT OF PLANNING DIRECTOR, BRENDIE VEGA-MKHWANAZI'S RESIGNATION

Supervisor Brechting acknowledged the receipt of Planning Director Brendie Vega-Mkhwanazi's resignation effective September 9, 2006. Vega-Mkhwanazi stated in her resignation that she is moving to North Carolina.

J. Brechting offered a motion, supported by May, to accept the resignation of Brendie Vega-Mkhwanazi's resignation as Alpine Township's Planning Director and thank her for her years of service. Motion carried 7-0.

May noted that Tim Johnson of MainStreet Planning will be available for the interim until the position is filled. It was noted that Johnson was the Planner for the Township several years ago and is very familiar with Alpine Township.

Steffens noted that three resignations within a few **weeks** is very unusual. Two of the resignations came because of better salaries and another wanted reduced hours. Steffens commented that we could learn something from an exit interview process. Steffens indicated that the Board could develop questions and an outside person would conduct the exit interview.

Steffens offered a motion, supported by J. Brechting, to conduct exit interviews with Doane, Fleet and Vega-Mkhwanazi. Motion carried 7-0.

06-152 SUPERVISOR'S REPORT AND BOARD COMMENTS

Supervisor Brechting informed the Board that recently Best Buy (property owner Visser Brothers) located at 3900 Alpine Avenue, has indicated that they do not wish to participate in the **reconstruction of their Henze driveway as planned for with the SAD.** ~~which includes the reconstruction of their Henze driveway.~~ Discussion will continue with Best Buy. In addition, corrections were sent out for the bid packages and a bid opening is planned for next week.

Wahlfield questioned why the library is considering replacement of the circulation desk. Wahlfield reported that the Township provided all the furniture for the library, and inquired what happens to the replaced furniture? Supervisor Brechting stated that she will talk with DeMeester regarding this issue.

Wahlfield commented about the Harvester. Wahlfield noted that at the July meeting it was the consensus of the Board that members would see the Harvester before it was mailed out as it should represent the entire board. Wahlfield expressed concern that she did not feel it was right and that the Board should work together when a decision has been made.

Steffens added that the newsletter was not received by all the residents at the same time as some residents received their Harvester a week later. She questioned the Supervisor about this and added that the newsletter should be mailed at the same time to all residents. Supervisor Brechting understood it was to mailed out at the same time and she would check into it.

Wahlfield noted that some Harvester newsletters were mail out First Class which would be a greater cost to the Township. Wahlfield remarked that the Township has not received the entire bill for the postage as only the first class postage and cost of printing were on the Dickens invoice. Supervisor Brechting stated that she paid for the postage because she was on vacation.

Steffens added her concern that this newsletter did not present a balanced report and should not be opinion.

In the past anytime an opinion was presented in the newsletter, it was with entire Board approval. She did not feel that was the case with this newsletter and that the newsletter did not contain all the facts.

Supervisor Brechting stated that in the future she will bring a draft copy of the Harvester Newsletter to the Board, the newsletter will be sent out quarterly, and the newsletter will contain up-to-date information.

Supervisor Brechting stated that this newsletter was in response to several inquires that she had received. Steffens recommended to Supervisor Brechting that she respond to those persons directly.

Wallace reminded Board Members that the Fire Department's steak fry is on August 26, 2006.

Cordes thanked Supervisor Brechting for getting the packets out to the Board Members by Wednesday before the meeting as has been requested.

There was no public comment.

May offered a motion, supported by J. Brechting, to adjourn the meeting at 9:15 p.m.

Respectfully submitted,

Jean Wahlfield
Clerk

Marta Brechting
Supervisor

Beth Alt
Recording Secretary