

**BOWNE TOWNSHIP BOARD OF TRUSTEES MEETING
MONDAY, APRIL 16, 2018 7:00 P.M.**

The regular monthly meeting of the Bowne Township Board of Trustees was held on Monday, April 16, 2018 in the Historic Township Hall, 8240 Alden Nash Avenue SE., Alto, MI 49302. The meeting was called to order at 7:00 p.m. by Supervisor Wilcox.

MEMBERS PRESENT: RANDY WILCOX – SUPERVISOR
SANDRA L. KOWALCZYK – CLERK
TAMMI WINGEIER – TREASURER
DAVID FUSS – TRUSTEE
ROBERT FLYNN – TRUSTEE

OTHERS PRESENT: PHIL DOUGHERTY – FIRE CHIEF
RICK VRIESENKA – ASSISTANT CHIEF
JOSH MANNARD – INFRASTRUCTURE ALTERNATIVES
MAKALY VANDERBEEY – SOUTH CHRISTIAN STUDENT
ROSE KUPENY – SOUTH CHRISTIAN STUDENT
KAILA EZINGA – SOUTH CHRISTIAN STUDENT

MINUTES-FEBRUARY & MARCH:

Motion by Trustee Fuss that the minutes of the February and March r board meeting minutes be approved as presented, seconded by Trustee Flynn. Motion carried.

TREASURER’S REPORT: GENERAL FUND CASH	\$445,116.29
GENERAL FUND TIME CERTIFICATES	\$ 48,846.76
GENERAL FUND MONEY MARKET	\$132,063.41
FIRE FUND CASH	\$161,723.67
FIRE FUND TIME CERTIFICATES	\$182,978.23
FIRE BUILDING FUND	\$ 39,051.87
FIRE EQUIPMENT FUND	\$232,282.28
SEWER FUND CASH	\$ 91,365.46
SEWER FUND TIME CERTIFICATES	\$ 72,786.97
SEWER BOND REDEMPTION	\$ 81,709.45
CURRENT TAX ACCOUNT	\$ 6.57

Motion by Trustee Flynn that the Treasurer’s Report be approved as printed, supported by Trustee Fuss. Motion carried.

MONTHLY BILLS DUE & PAYABLE FOR APRIL 2018:

Motion by Trustee Flynn that the April bills be allowed and paid, supported by Clerk Kowalczyk. Motion carried.

GENERAL FUND CHECKS #11173-11217	\$ 27,688.07
FIRE FUND CHECKS #6251-6288	\$ 17,849.51
SEWER FUND CHECKS #2588-2592	\$ 10,838.15

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APRIL 16, 2018 BOARD MTG.

FIRE DEPARTMENT REPORT:

Chief Dougherty reported 17 calls for March. The Pancake Supper held Saturday April 14th was attended by 390.

FREEPORT FIRE REPORT:

Chief Yarger's report for March states they were dispatched to 15 calls. Their department's Pancake Breakfast held on March 24th raised \$3,000. Their activities for the month included a March 31st Easter Egg hunt at the Freeport Community Center, April 7th they held their annual awards banquet and on **Saturday June 9th** at 10 a.m. their "**Annual Auction**" is planned. Training has consisted of HazMat & Wildland Fire. Years of Service Anniversaries for April – Steve Funk-10 years and Mike Hoebeke-8 years.

PROFESSIONAL CODE INSPECTION OF MI REPORT: 3 Permits were issued - \$478,800.00 in valuation.
Randall Yonker-10223 68th Street-Addition to residence—Douglas Bush-8480 Dygert Drive-New residence – Lorin Filson-8600 Dygert Drive-Addition to Residence.

MINUTES: DDA Minutes & Financial Statement/Proposed Budget 2018-2019, PLANNING COMMISSION.

Motion by Treasurer Wingeier that the DDA minutes and their Financial Statement/Proposed Budget for 2018-2019 be approved as presented, supported by Trustee Fuss. Motion carried.

SEWER REPORT:

Operator in charge Mannard presented the board with the March 2018 monthly operations report of the Bowne Township Wastewater System that the plant is in compliance, he is transitioning all of the rounds of information that is generated at the plant to an electronic format which will provide advantages in establishing and recognizing trends (he will also keep paper records), plus saves a lot of time in the future when long term information is needed. Pond #5 has a plugged pipe and he is working with Progressive Engineering for the possibility of making a new connect ion and running a new pipe into pond #5. If permitted by the MDEQ this option would be the most cost effective way to restore gravity flow between ponds. They have also made safety improvements by installing safety life rings and new fire extinguishers at the plant.

BOWNE CENTER CEMETERY:

Motion by Clerk Kowalczyk that we continue with Gravestone Services to have 200 more monuments cleaned/repaired at cost of \$10,800.00, supported by Trustee Flynn. Motion carried.

AMENDMENT OF 2018-2019 PROPOSED BUDGET:

Motion by Clerk Kowalczyk to amend the 2018-2019 proposed budget under Roads due to information from the Kent County Road Commission if their proposed surface treatment in the Township for 2018 that came to \$198,944.00 making us under budget for this work, so we amended the Roads by adding \$50,000.00 to roads from the cash year end figure - giving a year to date total of \$981,640.00 and Cash

Year End at \$81,947.28 with total disbursements unchanged, supported by Trustee Flynn. Motion carried.

LAWN CARE CONTRACT:

Motion by Trustee Flynn that we continue our contract with Zach's Clean Cut Lawn Care for the purpose of maintaining the township properties which include our cemetery, historic buildings, office, fire station for the next 3 years – 1st year \$13,135.00, 2nd year - \$13,332.00, 3rd year \$13,532.00, supported by Clerk Kowalczyk. Motion carried.

RESOLUTION # 06-2018 – FIRE DEPARTMENT MILLAGE RENEWAL TEN YEARS 2019-2029:

The following resolution was offered for adoption by Township Board Member Wingeier and was seconded by Township Board Member Fuss to submit the question of renewing the Township's millage for ten years 2019 through 2029 inclusive, for the Bowne Township Fire Department, which will expire following the December 1, 2018 levy, to the electors of the Township at the primary election to be held on Tuesday, August 7, 2018. The vote on the motion to adopt this Resolution was as follows; YEAS: Member-Fuss-Aye, Member-Flynn-Aye, Member- Wilcox-Aye, Member-Kowalczyk-Aye, Member-Wingeier-Aye. Nays: None. ABSENT/ABSTAIN: None. Resolution declared adopted. The Township Board approves and certifies the following proposal to the Kent County Clerk for submittal to the qualified electors of the Township at the August 7, 2018, primary election.

**BOWNE TOWNSHIP
FIRE DEPARTMENT RENEWAL PROPOSAL**

Shall the previously voted increase in the tax rate limitation
Imposed under Article IX, Section 6 of the Michigan Constitution
On general ad valorem taxes in Bowne Township of 1.6341 mills
(\$1.63 per \$1,000 of taxable value) as reduced by required millage
Rollbacks to 1.5961 mills (\$1.59 per \$1,000 of taxable value), be
Renewed annually for ten (10) years, 2019 through 2029, inclusive,
To provide funds for the operation, maintenance, and equipment of
The Bowne Township Fire Department, and shall Bowne Township
Levy such millage on taxable property within the Township for said
Purpose?

If approved and levied, this millage would raise an estimated
\$288,357 in the first year of the levy. All or a portion of the
Revenues from this millage will be disbursed to the Bowne
Township Fire Department for fire services in Bowne Township.
To the extent required by law, a portion of the revenues from this
Millage will be captured within the district of and disbursed to the
Bowne Township Alto Downtown Development Authority.

YES _____
NO _____

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APRIL 18, 2018 Board Mtg.

BOARD MEMBER COMMENTS:

Supervisor Wilcox discussed with board members the replacement for the Fire Chief position that is available and that Assistant Chief Rick Vriesenga is interested in filling that position. Thursday evening the Supervisor will meet with the firemen to see how they feel regarding any interest themselves in filling it and then when they all agree the township board will draw up the contract.

Supervisor Wilcox relayed discussions he has had with the township attorney and planner regarding the 911 Tower that the Kent County Dispatch Authority would like to place on a portion of land they will lease from us located behind the fire station for the purpose to construct, install, operate, maintain, repair, improve, and replace as needed, a communications tower to enable the Kent County Dispatch Authority to provide public safety dispatching and communication services on the Michigan Public Safety Communications System (MPSCS). Board agreed that this agreement should be signed.

Motion by Clerk Kowalczyk that we should authorize the Supervisor & Clerk sign the 911 TOWER SITE lease agreement supported by Treasurer Wingeier. Motion carried.

ADJOURNMENT:

Motion to adjourn the meeting at 7:35 p.m. was made by Treasurer Wingeier and supported by Trustee Flynn. Motion carried.

Sandra L. Kowalczyk
Bowne Township Clerk

**BOWNE TOWNSHIP BOARD OF TRUSTEES MEETING
MONDAY, MAY 21, 2018 7:00 P.M.**

The regular monthly meeting of the Bowne Township Board of Trustees met in the Historic Township Hall located at 8240 Alden Nash SE., Alto, MI 49302. Supervisor Wilcox called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: **RANDY WILCOX – SUPERVISOR**
 SANDRA L. KOWALCZYK – CLERK
 TAMMI WINGEIER – TREASURER
 ROBERT FLYNN – TRUSTEE
 DAVID FUSS – TRUSTEE

OTHERS PRESENT: **JANET VANWYCK – HISTORICAL COMMISSION REPRESENTATIVE**
 RICK VRIEENGA – ASSISTANT FIRE CHIEF
 JOSH MANNARD – INFRASTRUCTURE ALTERNATIVES
 TOM BENEDICT – DEPUTY SUPERVISOR

MINUTES:

Motion by Trustee Flynn that the minutes of the April meeting be approved as presented, supported by Trustee Fuss. Motion carried.

TREASURER’S REPORT:	GENERAL FUND CASH	\$416,073.63
	GENERAL FUND TIME CERTIFICATES	\$ 49,207.14
	GENERAL FUND MONEY MARKET	\$132,079.69
	FIRE FUND CASH	\$414,952.45
	FIRE FUND TIME CERTIFICATES	\$185,264.00
	FIRE BUILDING FUND	\$ 39,053.47
	FIRE EQUIPMENT FUND	\$232,291.82
	SEWER FUND CASH	\$ 99,730.53
	SEWER FUND TIME CERTIFICATES	\$ 73,629.26
	SEWER BOND REDEMPTION FUND	\$ 80,994.51
	CURRENT TAX ACCOUNT CASH	\$ 6.57

Motion by Clerk Kowalczyk that the Treasurer’s Report be approved as printed, supported by Trustee Flynn. Motion carried.

MONTHLY BILLS DUE & PAYABLE FOR MAY 2018:

Motion by Clerk Kowalczyk that the monthly bills for May be allowed and paid, supported by Trustee Fuss. Motion carried.

GENERAL FUND CHECKS #11218-11251	\$ 52,719.78
FIRE FUND CHECKS #6289-6311	\$ 22,611.87
SEWER FUND CHECKS #2593-2597	\$ 8,683.02

FIRE DEPARTMENT REPORT:

Assistant Chief Vriesenga reported 17 calls for the past month. It has been 10 years since the firemen's gear has been replenished and we will be needing to do that in the near future. He stated that he had picked up, per requirement, the 23 pagers (800 dual band) and would like to get \$920.00 to purchase cases made of nylon to cover the pagers. Motion by Clerk Kowalczyk that we authorize the Assistant Chief to order the nylon pager covers, supported by Trustee Flynn. Motion carried.

FREEMPORT FIRE DEPARTMENT: (report not received)

P.C.I. OF MI INC. REPORT: 5 Permits were issued – Valuation of \$250,630.00.

Owner-7979 Timpson-Addition to Residence, John Bloem-9487 Morse Lake-Pole Building, Ryan Zoet-6695 Alden Nash SE.-New Residence, Tom Jacobs-9640 Prairie Ct., SE-Detached garage, Greg Hall-7244 Snow Ridge Ct.- Inground pool.

HISTORICAL COMMISSION REPORT:

Representative VanWyck reported a low turn-out for the "Spring Into the Past" event but attendees were from further distances than they have ever had before and were very impressed with our museums. This Friday they are hosting 85 3rd grade students from the Alto Elementary School, when Janet will be teaching them about cursive writing and encouraging them to write letters to a friend or relative. Then on Thursday, June 28th from 7:00 p.m. to 9:00 p.m. they will host a "POWER POINT" presentation put together by Dick Johnson and Mary Minch-Carwell on the businesses that used to be in Alto, refreshments will be provided by the Alto Lions Club-event will held in the Historic Township Hall located at 8240 Alden Nash SE., Alto, MI 49302 and is open to the public.

SEWER REPORT-INFRASTRUCTURE ALTERNATIVES:

Operator Josh Mannard reported that the plant was in compliance for the month of April. He has replaced the solenoid for filter #1, chemical feed pump was replaced as well as the main valve solenoid and main valve spring.

STATEMENT OF INVESTMENT POLICY:

Motion by Trustee Flynn to establish the investment policy for the management of the assets of the Township of Bowne in Alto, Michigan with distinction of responsibilities, investment objectives, investment guidelines, supported by Treasurer Wingeier. Ayes-Fuss, Flynn, Wilcox, Kowalczyk & Wingeier.Nays-None. Motion carried.

LAND PURCHASE OF PP#41-24-200-015 & 41-24-13-400-003:

Motion by Trustee Flynn to purchase the properties forfeited to the County Treasurer on March 1, 2017 at a cost of \$1616.79 located at 14280 84th Street and 14200 84th Street consisting of 2.49 acres, supported by Trustee Fuss. Motion carried.

BOARD MEMBER COMMENTS:

Discussion of sign ordinance changes and after discussion have decided that since the Township Attorney suggested that we wait until further information from the Michigan Townships Association before making any changes.

ADJOURNMENT:

Motion by Treasurer Wingeier to adjourn the meeting at 7:40 p.m., supported by Trustee Flynn. Motion carried.

Sandra L. Kowalczyk
Bowne Township Clerk

**BOWNE TOWNSHIP BOARD OF TRUSTEES MEETING
MONDAY, JUNE 18, 2018 7:00 P.M.**

The regular monthly meeting of the Bowne Township Board of Trustees was held in the Historic Township Hall located at 8240 Alden Nash SE., Alto, MI 49302. Supervisor Wilcox called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: RANDY WILCOX-SUPERVISOR
SANDRA L. KOWALCZYK-CLERK
TAMMI WINGEIER-TREASURER
DAVID FUSS-TRUSTEE

MEMBERS ABSENT: ROBERT FLYNN

OTHERS PRESENT: RICK VRISENGA-FIRE CHIEF
JOSH MANNARD-INFRASTRUCTURE ALTERNATIVES
TOM BENEDICT-DEPUTY SUPERVISOR
KEN YONKER-DRAIN COMMISSIONER

MINUTES:

Motion by Treasurer Wingeier that the minutes of the May meeting be approved as printed, supported by Trustee Fuss. Motion carried.

TREASURER'S REPORT:	GENERAL FUND CASH	\$408,039.87
	GENERAL FUND TIME CERTIFICATES	\$ 49,207.14
	GENERAL FUND MONEY MARKET	\$132,096.52
	FIRE FUND CASH	\$117,825.34
	FIRE FUND TIME CERTIFICATES	\$185,264.00
	FIRE BUILDING FUND	\$ 39,055.13
	FIRE EQUIPMENT FUND	\$232,301.69
	SEWER FUND CASH	\$105,234.21
	SEWER FUND TIME CERTIFICATES	\$ 73,629.26
	SEWER BOND REDEMPTION FUND	\$ 81,004.83
	CURRENT TAX ACCOUNT	\$ 6.57

Motion by Clerk Kowalczyk that the Treasurer's Report be approved as printed, supported by Treasurer Wingeier. Motion carried.

MONTHLY BILLS DUE & PAYABLE FOR JUNE 2018:

Motion by Clerk Kowalczyk that the monthly bills due and payable be approved as printed, supported by Trustee Fuss. Motion carried.

GENERAL FUND CHECKS #11252-11290	\$ 29,327.56
FIRE FUND CHECKS #6312-6325	\$ 8,710.00
SEWER FUND CHECKS #2598-2603	\$ 8,358.62

FIRE DEPARTMENT REPORT:

Chief Vriesenga reported 24 runs for the month of May.

FREEPORT FIRE DEPARTMENT REPORT:

Chief Yarger emailed report noting their department responded to 12 incidents. Current firefighter training includes Apparatus/Pump operations.

PROFESSIONAL CODES INSPECTIONS OF MI. REPORT: 1 Permit – Valuation-\$227,395.00.
Kerry - Jeremy Lucas-9830 Snow Pointe Drive SE.-New residence.

MINUTES: ALDO-BOWNE DDA, HISTORICAL COMMISSION, PLANNING COMMISSION: Received and filed.

ALTO SANITARY DRAIN REPORT-INFRASTRUCTURE ALTERNATIVES:

Operator Mannard reported that several fuses have been replaced in the 4 aerators. He is gathering prices for repairs needed to the aerators and will provide those next month.

METRO ACT RIGHT OF WAY PERMIT EXTENSION:

Motion by Treasurer Wingeier to sign the letter of agreement extending the existing METRO Act Permit issued by Bowne Township/Kent County to Michigan Bell Telephone Company d/b/a AT&T that expires on December 31, 2018 for a term to end on December 31, 2023, supported by Trustee Fuss. Motion carried.

DRAIN COMMISSION-CLEANOUT OF COBB/MILLER DRAIN:

Resolution by Clerk Kowalczyk authorizing the Kent County Drain Commissioner to perform maintenance upon the Cobb/Miller Drain located in Section 8 and to expend funds that exceeds the \$5,000 per mile amount in any one year, estimated cost will be \$18,550.00, supported by Trustee Fuss. Roll call vote- Aye-Fuss, Aye, Wilcox, Aye-Kowalczyk, Aye-Wingeier. Nays – None. Abstains-None. Resolution declared approved.

OUTDOOR GATHERING PERMIT REQUEST/STREET CLOSING LINFIELD BETWEEN KIRBY & DEPOT:

Motion by Clerk Kowalczyk that the application for an outdoor gathering permit and street closing between Kirby and Linfield on Saturday, June 23, 2018 for the “Tin Lizzy Car Tour Stop” between the hours of 12 noon and 4:00 p.m. be approved as requested by David Burns of the Alto Bar, supported by Treasurer Wingeier. Motion carried.

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ALTO AMERICAN LEGION POST 528 CLASS C LICENSE REQUEST:

Motion by Treasurer Wingeier that the application to host two (2) separate events from the Alto American Legion Post 528, 1st event is a golf outing on August 18, 2018 from 7:00 a.m. to 2:00 a.m. and the 2nd event is for the Alto Fall Harvest Festival on September 15, 2018 from 7:00 a.m. to 2:00 a.m. and will include a 30 x 37 sq. ft. area outdoors, supported by Trustee Fuss. Motion carried.

CORRESPONDENCE:

Rep. Thomas Albert "Coffee Break News".

ADJOURNMENT:

Motion by Treasurer Wingeier that the meeting be adjourned at 7:27 p.m., supported by Trustee Fuss. Motion carried.

Sandra L. Kowalczyk
Bowne Township Clerk