

## Jonesfield Township Board Minutes

October 21, 2019

Supervisor Larry Tibbits called the Regular Board Meeting to order at 7:00 p.m. with the pledge of allegiance to the flag.

PRESENT: Tibbits, Nock, Buckley, Parker, Stanley

ABSENT: None

GUESTS: Larry Fleming – Jonesfield Township Assessor, Jamie (Donna) Sinclair – Village of Merrill Council member and resident

PERMITS: Building Permits – 15-19-J, Poscal; 16-19-J, Foster

- I. Pledge of Allegiance
- II. Public Comments –Jamie (Donna) Sinclair announced that there is going to be a Trunk–n–Treat held at the Merrill Elementary Parking Lot, October 26, 2019 beginning at 11:00 am. Jamie invited everyone to participate if possible. Jamie also discussed the Redevelopment Ready Council (RRC) which she has been participating with. Discussion was held on the various areas that this council covers and the different programs that are available for the Village of Merrill and Jonesfield Township.
- III. Additions to Agenda – Larry Fleming – Resolution to Waive Penalties for Non-Filing of Property Transfer Affidavits is going to be added to Section VII(a).
- IV. Approval of minutes from the September 16 Board Meeting – Motion made by Trustee Nock. Second by Treasurer Parker. Carried.
- V. Reports:
  - a. Treasurer Report – General Fund - \$44,827.34, Trash Fund - \$48,593.92, Police Fund - \$52,833.86 and Water Fund - \$200,137.33.
  - b. Police Report – Clerk Stanley announced that Officer Shields had been present earlier in the evening – misunderstood the meeting time. But he did relay to Clerk Stanley the following information that he has been working on. In lieu of the recent fraud scam that happened in the Wheeler/Jonesfield/Richland Township, Officer Shields is working on creating a Village of Merrill/Jonesfield

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Township public Facebook page that would be used to make sure that this type of information would be posted to get out to the public as soon as possible. Gratiot County currently has such a site. The recent fraud scam had to do with a group of gentlemen claiming to be from a paving/sealcoating company out of Lansing (T & T Paving). They start out agreeing to a specific price, but when they get partially completed, they inform owners that they will need to pay an additional large sum of money to complete project. Officer Shields also announced that he is planning to use the bicycle that the township has during acceptable weather days. He is currently using the existing police car until the new vehicle has arrived and is ready to use. Richland Township is hoping for its arrival next week.

- c. Jim Gray, Zoning and Code Enforcement – Jim Gray was not present at the meeting, but Trustee Nock did announce that she could cover what was discussed with Jim Gray at the October Planning Commission meeting.
- Regarding the South Meridian Road property – there has been an update to the status of the property. The gentleman that Jim has been working with is no longer living there, but his wife has spoken with Jim and has asked to work with her. She was not made aware of the past contacts with Jim or the court order. They are in the process of getting divorced.
  - The M46 property that had vehicle violations, unlicensed ambulance etc., has been cleaned up and the vehicles are gone.
  - The property owners of the farmhouse and barns on Frost Road near Steele Road have been given 30 days to present a permit for either demolition or permit for remodeling of house and barns.
  - Jake brakes complaint from North Meridian Road was discussed. The Planning Commission has decided to ask that this be monitored by the local police. At this time, no signs will be posted.
  - Large truck traffic on South Meridian Road was also discussed. The Planning Commission has decided to also ask the local police to monitor the speed on this stretch of Meridian Road.
  - Noise complaint from Steele Road – Jonesfield Township does have a Zoning Noise Ordinance – Chapter 11 – Section 111. A letter will be sent to the resident that is the subject of the complaints.
  - Shipping Containers – Jim Gray announced he will be attending a seminar regarding the use of shipping containers as storage units in the month of October. He will discuss this situation with the Planning Commission after this seminar.

VI. Reports from Commissions/Boards/Committees:

- a. Planning Commission – Meeting was held October 8, 2019 at 7:00 pm. In addition to the above mentioned topics with Jim Gray, Zoning Administrator, the office terms of existing committee were discussed. John Siler and Mike Kenny’s terms will be completed in June 2020; Richard Bluemer and Mike Kennan’s terms are completed in June 2021.
  - The 2020 Year meeting dates were set: January 14, 2020; April 14, 2020; July 14, 2020 and October 13, 2020.
  - DTE has stated that they will be attending the January 14, 2020 meeting to discuss what will be the permit requirements for their special use wind permit application. Goal is to be operational by 2021.
  - Review of the Master Plan must be completed by 2020. Planning Commission is planning a special meeting on December 4, 2019 at 6 pm to review.
  - Amy Grundas (Campers Choice) also owns realty business and will be working out of an office at the Campers Choice building on M46.
- b. Police Board – Information previously noted in Section V (b).
- c. Waste Authority – Discussion will be covered in Section VII (c)
- d. Saga (GIS) – None.
- e. Municipal Water – None.

VII. Information Items:

- a. Larry Fleming – Larry Fleming informed the board that the township needs to have a resolution regarding the non-filing of Property Transfer Affidavits. Under MCL 211.27B it is required that the buyer, grantee or other transferee of the property shall notify the appropriate office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership. If this transfer is not completed within the 45 days, then penalties as described in MCL221.27b(1)(c) or (d) are levied. The governing body can waive this penalty by resolution. Discussion was held by the board as to whether we would like to collect a penalty and who would be in charge of tracking, collecting and maintaining the records for this process; or if we would prefer to waive this right. Supervisor Larry Tibbits made a motion to complete the proposed resolution to waive the penalties for non-filing of property transfer affidavits. Second by Clerk Stanley. Clerk Stanley held roll call vote: Ayes – Tibbits, Stanley, Parker, Nock and Buckley. Nays – none. Carried. Clerk Stanley to complete resolution and file.

- b. Ribbon Cutting at Chapin Road Bridge with Senator Horn @ 10 a.m. on October 25, 2019 – Supervisor Tibbits announced that Senator Horn’s office has mailed 70 invitations for this event and are hoping for nice weather and a good turnout for the event.
- c. Board Approval of Recycling with American Waste of Traverse City and Approval of Contract with Waste Management to Haul Recyclables to American Waste – Supervisor Tibbits had previously given board members a copy of the agreement for processing and marketing of residential recyclable materials between Mid Michigan Waste Authority and American Waste Inc along with the Transloading Agreement with Waste Management and Mid Michigan Waste Authority for their review. Discussion was held with the board members. A Motion was made by Treasurer Parker for Jonesfield Township to approve and ratify Mid-Michigan Waste Authority Board’s October 14, 2019, decision to approve the Processing and Transloading Agreements and, as a Member Municipality, agrees to be bound by them; and for Jonesfield Township to approve the 2020 Processing Agreement American Waste, Inc and Mid-Michigan Waste Authority – Exhibit A. And for Jonesfield Township to approve the 2020 Transloading Agreement between WM Recycle LLC and Mid-Michigan Waste Authority – Exhibit B. with any and all resolutions in conflict with this Resolution are hereby repealed. Second by Trustee Nock. Clerk Stanley held roll call vote: Ayes – Tibbits, Stanley, Parker, Nock and Buckley. Nays – none. Carried.

Supervisor Tibbits also mentioned that with the eight collection events that Mid-Michigan Waste Authority held this year, over 25 tons of waste materials were collected.

- d. Quarterly Township Budget Snapshot – Clerk Stanley presented the board members with the Profit & Loss Budget vs Actual report for the General Fund through September 2019. Discussion was held on the various line items and the township’s current standings thus far. A few questions were presented that Clerk Stanley is going to follow up with the auditor about. Clerk Stanley will report back to board at next quarterly review.
- e. Auditor Letter & Annual Report – Clerk Stanley passed out to board members the letter and copy of the Annual Report from Gardner, Provenzano, Thomas and Luplow for the board members to review. Discussion to be held at next month’s board meeting. Clerk Stanley would like board members to take their time reviewing and then hold discussion.
- f. Ditch Work on Chapin Road – Supervisor Tibbits mentioned to the board that there is a resident on South Chapin Road that is having issues with standing water in her yard and it is backing up into her home. Supervisor Tibbits met with

this resident and reviewed the situation. Resident stated that this situation has been this way since the water project was completed. Greg DeShone, Village of Merrill DPW Manager, and Tibbits met with resident. It was agreed that they would work on trying to get the water flowing correctly to help alleviate this situation but that the water project did not contribute to the standing water problem.

VIII. Discussion Items:

- a) Roundtable for the good of the township: Trustee Nock announced that they were going to have new events at the December 6<sup>th</sup> Christmas in the Village this year. There will still be pictures taken with Santa, but this year they will be at no charge. There is going to be a small fireworks display; and a bus tour of house lights in the village and surrounding areas. They are looking for residents to register with the committee so that they will be put on the tour map. There is going to be cash prizes for the best decorated homes.

IX. Action Items:

- a) Recycling Contracts Approval and Resolution – All ready covered. See Section VII (c)
- b) Revised Township Credit Card Policy per Auditor Recommendations. – Clerk Stanley discussed with the board the recommendations that the auditor suggested for our Credit Card Policy to make it compliant with Michigan guidelines. A revised policy was passed out to board members to review. The added provisions are:
  - The Supervisor, Clerk and Police Officer must immediately surrender their credit card upon termination.
  - Any and all unauthorized use of the credit cards by the Supervisor, Clerk or Police Officer will be prohibited and disciplinary measures will be consistent with the law for unauthorized use.
  - In the event of an exception to the provision of no interest payments being allowed, if interest is due on an extension of credit under the credit card arrangement, interest shall be paid for not more than 60 days of the initial statement date.

Motion was made by Trustee Buckley to accept these revised provisions. Second by Supervisor Tibbits. Carried.

- c) Motion to Pay Bills – Motion made by Treasurer Parker to pay bills presented. Second by Trustee Nock. Carried.

- X. Extended Public Comment – Township resident and Village Council member, Jamie (Donna) Sinclair announced that the Village of Merrill would like to host an Open House welcoming our new police officer, Kirt Shields, to the Village and Township. It was asked of the township if the township hall could be used to hold this open house on November 12, 2019 at 6:00 pm. It was agreed that it could be used at no cost to the village. Village will supply refreshments for open house.
- XI. Next Meeting: Monday, November 18, 2019 @ 6:00 p.m.

Motion made by Trustee Nock to adjourn meeting at 8:53 p.m. Second by Supervisor Tibbits.  
Carried.

Signed,

Marcia J. Stanley  
Jonesfield Township Clerk