

# **RICHLAND TOWNSHIP BOARD OF TRUSTEES**

**MARCH 13, 2018**

**MEMBERS PRESENT:** Brian R. Frederick, Supervisor      David Earley, Treasurer  
Susan K. Neuenfeldt, Trustee      Renee R. Herhold, Clerk  
David Knoll, Trustee

**CALL TO ORDER:** The meeting of the Richland Township Board of Trustees was called to order by Supervisor Frederick at 7:00 P.M. following the special Budget Workshop Meeting with the Pledge to the Flag.

**PUBLIC HEARING:** Supervisor Frederick opened the Public Hearing to hear comments on the proposed 2018-2019 Budget. Notice of the Hearing was posted and advertised as required. Comments were received and answered.

**ADJOURN PUBLIC HEARING:** Motion by Renee Herhold, second by Susan Neuenfeldt, to adjourn the Public Hearing. Unanimous vote. Public Hearing adjourned – 7:04 P.M.

**CALL TO ORDER:** The regular meeting of the Board of Trustees was called to order at 7:04 P.M. by Supervisor Frederick.

**APPROVAL OF AGENDA:** Motion by Susan Neuenfeldt, second by David Knoll, to approve the Agenda as submitted. Unanimous vote. Motion carried.

**MINUTES FROM PREVIOUS MEETING:** Motion by Renee Herhold, second by David Earley, to approve and file Minutes from the regular meeting held February 13, 2018, along with the special and closed session meetings held February 28, 2018 as written. Unanimous vote. Motion carried.

**BILLS:** Motion by David Earley, second by David Knoll, to pay the bills as listed, total of \$511,813.15. Roll call vote Knoll, yes; Neuenfeldt, yes; Earley, yes; Herhold, yes; Frederick, yes. (5) yeas, (0) nays. Motion carried.

**REPORTS:** Motion by Susan Neuenfeldt, second by Renee Herhold, to approve the reports as listed. Unanimous vote. Motion carried.

**PUBLIC COMMENT:** Comments were heard and answered regarding the library millage proposal along with a request for ditch maintenance.

**OLD BUSINESS:** None.

## **NEW BUSINESS -**

**FIRE PROTECTION-FREMONT TOWNSHIP:** Motion by Susan Neuenfeldt, second by Renee Herhold, to approve the Fire Protection Agreement with Fremont Township as presented, with a total fee of \$40,524.66, effective April 1, 2018 through March 31, 2019, authorizing Supervisor Frederick, Clerk Herhold, and Fire Chief Morse to sign on behalf of Richland Township. Unanimous vote. Motion carried.

**FIRE PROTECTION-INGERSOLL TOWNSHIP:** Motion by Susan Neuenfeldt, second by David Earley, to approve the Fire Protection Agreement with Ingersoll Township as presented, with the initial fee of \$2000.00 and \$200.00 per run plus \$100.00 per hour, for each hour after, effective April 1, 2018 through March 31, 2019, authorizing Supervisor Frederick, Clerk Herhold, and Fire Chief Morse to sign on behalf of Richland Township. Unanimous vote. Motion carried.

**FINAL BUDGET ADJUSTMENTS:** Motion by Renee Herhold, second by David Earley, authorizing Manager Reno to make final budget adjustments in order to close the books for the 2017-2018 fiscal year. Unanimous vote. Motion carried.

**RESOLUTION 03-2018-02, SCHEDULE OF FEES:** Motion by Renee Herhold, second by Susan Neuenfeldt, by Resolution 03-2018-02 to approve the Fee Schedule as presented, which includes a fee to fax documents, and adding the Zoning Compliance Permit fee of \$15.00, effective with the new budgetary fiscal year, April 1, 2018, authorizing Clerk Herhold to sign on behalf of Richland Township. Roll call vote Neuenfeldt, yes; Earley, yes; Herhold, yes; Frederick, yes; Knoll, yes. (5) yeas, (0) nays. Motion carried.

**2018-2019 ROAD PROJECTS:** Motion by Susan Neuenfeldt, second by David Earley, to approve the amount as budgeted for road projects for fiscal year 2018-2019 (50% county road allocated money/50% township funded), proposed projects include brining all gravel roads, three applications if needed; one and a half load of hot patch; gravel and chip/sealing. Unanimous vote. Motion carried.

**RESOLUTION 03-2018-06, ADOPT 2018-2019 BUDGET:** Motion by Renee Herhold, second by David Earley, by Resolution 03-2018-06, to adopt the 2018-2019 Budget, total revenues/expenditures \$4,916,356, authorizing Clerk Herhold to sign on behalf of Richland Township. Roll call vote Earley, yes; Herhold, yes; Frederick, yes; Knoll, yes; Neuenfeldt, yes. (5) yeas, (0) nays. Motion carried.

**SET MEETING DATE/TIMES:** Motion by Susan Neuenfeldt, second by David Knoll, the Board of Trustee meetings be held the second Tuesday of the month, 7:00 P.M. Unanimous vote. Motion carried.

**TOWN HALL DOORS:** Motion by David Knoll, second by Susan Neuenfeldt, to contract with Hemlock Hometown Builders to replace the front doors on the Town Hall, 218 South Elm Street, for \$2625 as quoted, pending proof of insurance and license. Unanimous vote. Motion carried.

**LIBRARY CDARS ACCOUNT:** Motion by Susan Neuenfeldt, second by David Knoll, to reinvest for a six-month investment period, the Library CDARS account at Isabella Bank, principal plus interest, total of \$58,698.04, authorizing Treasurer Earley and Clerk Herhold to sign on behalf of Richland Township. Unanimous vote. Motion carried.

**ZONING COMPLIANCE PERMIT:** Motion by Susan Neuenfeldt, second by David Earley, allowing the Zoning Administrator to issue a Zoning Compliance Permit with construction of all building or structures at a fee of \$15.00, complying with the Zoning Ordinance. Unanimous vote. Motion carried.

**LIBRARY MILLAGE REQUEST:** Motion by Renee Herhold, second by David Earley, per the request of the Library Board by allowing the Township Clerk to place the Library Millage Proposal on the August 7, 2018 ballot seeking 1.0 mills for ten (10) years 2018 to 2027 inclusive, to provide funds for all library purposes authorized by law, including operating and construction of a library building for the Rauchholz Memorial Library. Unanimous vote. Motion carried.

**RESOLUTION 03-2018-01, TRANSFER AFFIDAVIT PENALTY:** Motion by Renee Herhold, second by Susan Neuenfeldt, by Resolution 03-2018-01 that all penalties under MCL 211.27b(1)(c) and (d) be waived and not levied for non-filing of the Property Transfer

Affidavit (Form L-4260). Roll call vote Herhold, yes; Frederick, yes; Knoll, yes; Neuenfeldt, yes; Earley, yes. (5) yeas, (0) nays. Motion carried.

**PA 116-KENNY:** Motion by Renee Herhold, second by Susan Neuenfeldt, to approve the application submitted by Kenneth and Connie Kenny, placing 85.6 acres, parcel number 22-12-2-01-1001-002 into the Farmland and Open Space Preservation Program (PA 116) for a period of 25 years, authorizing Clerk Herhold to sign on behalf of Richland Township. Unanimous vote. Motion carried.

**PA 116-KENNY:** Motion by Renee Herhold, second by Susan Neuenfeldt, to approve the application submitted by Kenneth and Connie Kenny, placing 56 acres, parcel number 22-12-2-21-1002-004 into the Farmland and Open Space Preservation Program (PA 116) for a period of 25 years, authorizing Clerk Herhold to sign on behalf of Richland Township. Unanimous vote. Motion carried.

**OFFICE EQUIPMENT:** Motion by Renee Herhold, second by Susan Neuenfeldt, authorizing Manager Reno to enter into Agreement with Xerox, leasing a Xerox AtlaLink C8030 for 60 months, monthly savings of approximately \$14.33. Unanimous vote. Motion carried.

**LIFT STATION MAINTENANCE:** Motion by Susan Neuenfeldt, second by Renee Herhold, to replace the controller and transducer at sewer lift station one as proposed by JETT Pump & Valve, L.L.C. for \$3653.86. Unanimous vote. Motion carried.

**RESOLUTION 03-2018-07, POVERTY GUIDELINES:** Motion by David Knoll, second by David Earley, by Resolution 03-2018-07 to adopt guidelines for poverty exemptions as required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL211.7u), authorizing Clerk Herhold to sign on behalf of Richland Township. Roll call vote Frederick, yes; Knoll, yes; Neuenfeldt, yes; Earley, yes; Herhold, yes. (5) yeas, (0) nays. Motion carried.

**RESOLUTION 03-2018-03, CHAPTER 11 ZONING AMENDMENTS:** Motion by Susan Neuenfeldt, second by David Knoll, by Resolution 03-2018-03, to adopt the amendments to C-1 Downtown Commercial Zoning as recommended by the Planning Commission, authorizing Clerk Herhold to sign on behalf of Richland Township. Roll call vote Knoll, yes; Neuenfeldt, yes; Earley, yes; Herhold, yes; Frederick, yes. (5) yeas, (0) nays. Motion carried.

**RESOLUTION 03-2018-04, CHAPTER 15 ADMINISTRATION ZONING AMENDMENTS:** Motion by Susan Neuenfeldt, second by David Knoll, by Resolution 03-2018-04, to adopt the amendments to Chapter 15 Administration as recommended by the Planning Commission, authorizing Clerk Herhold to sign on behalf of Richland Township. Roll call vote Neuenfeldt, yes; Earley, yes; Herhold, yes; Frederick, yes; Knoll, yes. (5) yeas, (0) nays. Motion carried.

**RESOLUTION 03-2018-05, WIND TURBINE AMENDMENTS:** Motion by Renee Herhold, second by David Earley, by Resolution 03-2018-05, to adopt amendments to the Wind Turbine Ordinance as recommended by the Planning Commission, authorizing Clerk Herhold to sign on behalf of Richland Township. Roll call vote Neuenfeldt, yes; Earley, yes; Herhold, yes; Frederick, yes; Knoll, yes. (5) yeas, (0) nays. Motion carried.

**COMMUNICATIONS:** No action taken.

**PUBLIC COMMENT:** Questions were received and answered regarding safety issues with the construction company contracted for the Hemlock Tile Drain project; expected date to receive assessment letters regarding the Hemlock Tile Drain project; library millage proposal; the wind turbine ordinance; suggestion to check local sources for possible grant funds to cover cost for the town hall doors.

Manager Reno updated the Board on the proposals received by the Fire Department for a new truck, possibly seeking Board approval at the April meeting; also, the general consensus of the Board to hire a part-time seasonal department of public works employee.

**ADJOURNMENT:** Motion by Susan Neuenfeldt, second by David Earley, to adjourn. Unanimous vote. Meeting adjourned – 8:36 P.M.

Respectfully submitted by:

  
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Renee R. Herhold      Richland Township Clerk