

# PLANNING & DEVELOPMENT MEETING

## February 22, 2017 – 7:30pm

### Minutes

Present: Jim Kelley, Ken Haubrich, Dennis Kortekaas, Peggy Clayton, Jay Bowers, Treasurer Becky Adams, Clerk Cari Alleman

**Pledge to the flag-** reading of our mission statement

#### Roads

- Purchase of road signs- Sign replacement needs to be done this year. A list was included in the agenda packet. We need to add no parking sign to Mishawaka Road, Mohawk plow added to the sign list as danger signs. All these need to be replaced and to meet the state reflectivity standards. Purchase signs for weight limits for the spring and we have identified 22 signs that need to be replaced. (The List is included with the minute) Motion to approve the purchase of the sign made by Supervisor Clayton, seconded by Supervisor Bowers. Discussion: prices are about \$35 on average for tonnage signs. If we want a firm price on the signs we can wait until the next meeting. Some signs are for the weight axel signs. The price is for 20 and we are going to need 22 signs. Not sure we are going to need all the posts either we could put them on the street sign. All in favor passed by all.
- Road seminar- Gravel Road Maintenance & Design- put on by Schwartz on gravel roads. The board thinks it will be informative and it will be April 20<sup>th</sup>. We will have to let them know as they have limited space. No charge to us, anyone else want to go; Bowers would like to go and motion to have Jim and Jay attend the meeting made by Supervisor Haubrich seconded by Supervisor Clayton and passed by all.
- Glen- conversation- County if meeting on Tuesday to go over their 5 year road plan and any paving or road work to go over, River Road is a topic and Glen from SEH will be on standby to attend the meeting and let us know what we need.
- Road restrictions- if there is no posting they are 5 ton and if they are posted now it is posted. 5 ton for the rest of the roads and school busses and garbage trucks are exempt. If there is a well that needs to be drilled, they are also exempt. We are just trying to buy time as it is getting colder again.
- Mishawaka Road washout- noticed going down the hill by the landing the shoulder has washed out and needs to get it fixed. It is going down the hill for about 100 feet from the no parking sign that got ran over.

#### Recreation

- Skating Rinks are now closed- a graph is included- graph that indicated the number of skaters at the parks for the season. We had spikes and a lot of zeros because of the weather. They are closed now. The skating rink attendants who worked were good about not counting people twice.

#### Town Hall Report

- Review town hall report as prepared by town hall caretaker, dated 2/6/17- Motion to approve the town hall report made by Supervisor Kortekaas Seconded by Haubrich passed by all.

**Maintenance Report:** 1/1/17-1/31/17- Discussion: on fuel tank asking for clarification and they are putting gas in the tank and when they are taking it out and putting it in the machine to fill the tank. When they are taking it out of the tank, they look like they are using twice as much as the actually use. Motion to approve the maintenance report made by Supervisor Kortekaas seconded by Supervisor Clayton passed by all.

#### Old Business

- Comprehensive Plan- Dates for the upcoming meetings are: Set new public meeting time- March 15 public hearing the day after the annual meeting. Motion to approve the new public meeting time made by Supervisor Clayton public meeting on March 15 and time at 6 pm seconded by Supervisor Bowers passed by all. Second meeting to go over the 1<sup>st</sup> draft; meeting to be held if he can have it done April 5<sup>th</sup> as the review meeting at 6 pm. Motion to have the meeting April 5<sup>th</sup> at 6 pm made by Supervisor Clayton seconded by Supervisor Bowers passed by all.
- News Letter- wanted to get the new dates in there for the upcoming meetings- Already taken care of with the previous bullet point.
- Ceiling prices for the service center- All the same supplies; have three quotes, included with the minutes, would like to go with the cheapest one. The guys will do the work and it's not a huge garage. It's a cost

saving measure; trying to save all the heat from going through the ceiling. The least expensive is Latvala Lumber at \$678.86. Motion to purchase supplies at Latvala Lumber made by Supervisor Kortekaas seconded by Supervisor Bowers, passed by all. Will start when the metal is ordered.

- Internet grant- The map attached is what is to be updated. Township doesn't have to come up with any money to meet the \$770,000 project cost. Media Com has to go through the design phase next and they are going to use a combination of cable and fiber. The meeting was an informative meeting with Jason Janesk who works for Media Com. Talked about doing other grants and he said what we could do some with them, we have to have costs with the grants and to do that and if we could find grants to do, he could work on the pricing parts as they don't have to share that with us.
- Pricing for Maintenance shop- lighting in the meeting room: the lighting is poor, if we want to improve it we can do track lighting. The prices and specs are included in the minutes. The maintenance crew feels like what we should get is floor light and two for the wall. It's the floor system the one for \$160 is probably the best one for the space. If we want more time to think on this; we can table it to the Regular meeting. Motion to table until the regular meeting made by Supervisor Kortekaas seconded by Supervisor Clayton passed by all.
- Paint for the floor long with silicone sand so it's not slippery for the maintenance house. You mix that in the paint to keep from getting slippery. It would be for the meeting area too. Motion to approve the paint purchase of \$136.00 made by Supervisor Kortekaas seconded by Supervisor Bowers passed by all.
- Floor board and wainscoting; the guys are requesting to do this just to make it look nicer, and to box in where the sink is. \$52.79 is the total for all the supplies. Motion to approve the purchase made by Supervisor Kortekaas seconded by Supervisor Clayton passed by all.

### **New Business**

- Date set for the Board of Appeal and Equalization Meeting; Thursday May 4<sup>th</sup> 9 am at the Town Hall.
- Election- judges and notices- Motion to approve the notice in the paper for March 5 & 12, Haubrich seconded by Bowers passed by all. Includes the annual meeting.
- Paul Bunyan Right of way- did call Gary and do we have a permitting procedure and asked them to come to the meeting to see where they want to go and make sure we know if they are going under any roads, and we need to get details. Clerk to send an email about coming to the regular meeting.
- Wendigo golf course sign is still up. The township doesn't have any jurisdiction and (Rumor has it) there is an offer on the property.
- Board of Audit- meeting time- February 28 at 7 pm service center, motion made by Supervisor Haubrich seconded by Supervisor Clayton passed by all.
- Motion to public meeting notice the March 5 & 12 paper made by Supervisor Clayton seconded by Supervisor Kortekaas passed by all

### **Public Input**

### **Upcoming meetings/events**

- Wed. Feb. 22 Planning & Development Meeting..... 7:30 pm Harris Town Hall
- Wed. Mar. 8 Regular Meeting.....7:30 pm Town Hall
- Tue. Mar. 14 Township Elections.....12-8 pm Town Hall
- Tue. Mar. 14 Board of Canvas .....8:10 pm Town Hall
- Tue. Mar. 14 Township Annual Meeting.....8:15 pm Town Hall
- Wed. Mar. 15 Meeting for the Comp Plan..... 6:00 pm Town Hall
- Wed. Mar. 22 Planning & Development Meeting..... 7:30 pm Town Hall
- Thur. May 4 Board of Appeal & Equalization .....9:00 am Town Hall

**12. Adjourn motion to adjourn Supervisor Haubrich seconded by Supervisor Kortekass passed by all 8:15 pm**