

COLOMA CHARTER TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
June 13, 2018

CALL TO ORDER

Supervisor Kenneth Parrigin called the meeting to order at 7:00pm at the Coloma Charter Township Hall, Coloma, Michigan. Present for the Township: Supervisor Kenneth Parrigin, Clerk Sandy Kraemer, Treasurer Jim Fulton, Trustees Bryan Duffield, Matt Moser, Jerry Willmeng and Rob Harper.

The Pledge of Allegiance was led by Clerk Sandy Kraemer

CONSENT AGENDA

Treasurer James Fulton presented the consent agenda. Treasurer Fulton reported the finance committee met and approved the May expenses totaling \$310,999.98. Moved by Treasurer Jim Fulton, seconded by Trustee Bryan Duffield, to approve the consent agenda and May 9, 2018 meeting minutes. ROLL CALL VOTE: Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Willmeng, yes; Fulton, yes.

6 AYES APPROVED

PRESENTATIONS AND ANNOUNCEMENTS

Mr. & Miss Coloma & Court were presented with certificates making them honorary citizens of Coloma Charter Township. The certificates were presented by Tracy Tavolacci, who is an employee of the Township, and also on the Board of the Coloma Community Pageant Association.

Mr. Bruce Gorenflo, who is running for the 79<sup>th</sup> District State Representative, introduced himself and inform everyone of his concerns and the reason he decided to run for this position.

Berrien County Drain Commissioner, Chris Quattrin, discussed the issues and concerns regarding the Kelley Drain located in the Rosemary Drive/Pine Court area in Coloma Township. He is aware of the water problem and wants to help the home owners get the issue resolved. He and the Township Supervisor, Ken Parrigin, will meet next week to observe the area and how to start resolving the problem. There were many property owners in the audience with many complaints and questions. He tried to answer their questions and also let them know there is also procedure that has to be followed. Mr. Chaput, a home owner, stated they all need to work together to get this resolved.

Caleigh Dahn gave an update on Amicus Dog Park.

## CORRESPONDENCE

Clerk Sandy Kraemer read the thank-you from Caleigh Dahn, Amicus Dog Park. She presented the Township Board members T-shirts with the Amicus Dog Park logo. She has raised almost \$12,000.00 and her goal was \$10,000.00. After expenses she will give the money to the Township to maintain the dog park.

## COMMITTEE REPORTS

Clerk Kraemer reported the HR committee met to discuss raises for Township employees. After discussion it was decided 3% raises for the Police Department staff, the Maintenance Department staff, and one employee in the Administration staff. The other person in the Administration staff would receive a 4% raise due to more responsibility.

Chana Kniebes, from North Berrien Community Development, informed everyone they are getting ready for the 4<sup>th</sup> of July Festival. There is lots of planning going on with some new ideas and it should be a great Festival.

Supervisor Parrigin reported the road work has started for the 2018 season. They have decided to do Van Road in the late Fall and possibly into early 2019. Trustee Bryan Duffield has been checking on the progress and it looks good.

Treasurer Jim Fulton stated the Planning Commission met last night and recommend the Township Board approve two Special Land Use Permits which will come up under new business. It was also discussed that the Township should do a Special Land Use Permit on the Property it bought from Coloma Schools. After discussion we will have the Planning Commission set up a Public Hearing

Trustee Matt Moser presented the reports from the Paw Paw Lake Area Wastewater Plant. The sewer board voted a 3% pay increase for all employees effective June 1, 2018. They also voted to give Lloyd Taylor a \$4,000.00 bonus effective June 1 2018. The plant was in compliance. It was reported the plant would have to pay 50% on the insurance for retiree's health care premium.

Police Chief Jason Roe reported there were 273 complaints were investigated for the month of May, 2018. 8 Obstructing Justice, 7 larcenies, and 18 suspicious situations. He stated there were 19 arrests, 158 traffic stops, 19 citations issued, 154 traffic warnings,

#### COMMITTEE REPORTS CON'T

and 109 property checks. Trustee Bryan Duffield publicly thank the Police and Fire Department for their participation in the Stuart Thurlow funeral.

Trustee Rob Harper stated there were 32 calls in May. The order for the replacement of 4160 has been done. Due to change in model year from Ford the total price of the truck increased by \$400.00 and we are now receiving a 2019 Model F 550. The software is now in use. The coordinating with the County may take four to six weeks and if it doesn't work the Fire Department will be reimbursed. Station two sign has been repaired and upgrades have been installed. The department is discussing a possible change of fuel card vendors. It has been approved the High School Cheerleaders Used Station One for a car wash on June 30, 2018.

Trustee Bryan Duffield informed everyone the Cemetery hired Tyler Streu for part-time Summer maintenance.

#### UNFINISHED BUSINESS

No update on the MERS retirement plan.

#### NEW BUSINESS

Clerk Kraemer stated the HR committee met and approve 3% raises for Police Department staff, Maintenance staff, and one Administrative staff. One other Administrative staff received a 4% raise due to added responsibilities. After discussion Trustee Jerry Willmeng, seconded Trustee Bryan Duffield, made a motion to approve all raises. ROLL CALL VOTE: Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Willmeng, yes; Fulton, yes; Parrigin, yes. ALL AYES MOTION CARRIED  
Clerk Kraemer reported the Township received a bill from Wightman & Associates, Inc of \$138,704.20 for payment to Balkema Excavating for replacement work on Lift Station #9. After discussion Treasurer Jim Fulton, seconded by Trustee Rob Harper, made a motion to pay bill from Wightman & Associates, Inc. of \$138,704.20 to Balkema Excavating for work done on Lift Station #9. ROLL CALL VOTE: Duffield, yes; Harper, yes; Willmeng, yes; Fulton, yes; Parrigin, yes; Kraemer, yes; Moser, yes. ALL AYES MOTION CARRIED

Clerk Sandy Kraemer reported the Resolution #2018/19 # 9 needed to be approved on Kelly Drain for the County to do maintenance on it. After discussion Trustee Bryan Duffield, seconded by Trustee Matt Moser, made a motion to approve Resolution #2018/19 #9 on the Kelly Drain for the County to do maintenance on it. ROLL CALL VOTE: Moser, yes; Duffield, yes; Harper, yes; Willmeng, yes; Fulton, yes; Parrigin, yes; Kraemer, yes. ALL AYES MOTION CARRIED

#### NEW BUSINESS CON'T

Clerk Kraemer informed the Board the Assessor needed a resolution waiving penalty fees and interest for failure to file a property transfer affidavit. After discussion the Board decided to table this resolution asking the Assessor to attend the July Board meeting for further discussion.

Clerk Kraemer received a letter from AT & T to renew the metro act right of way permit extension which expires this coming December 31, 2018 and they would like to extend it another 5 years. After discussion Trustee Matt Moser, seconded by Trustee Bryan Duffield, made a motion to extend the AT & T metro act right of way permit for 5 years to December 31, 2023. ROLL CALL VOTE: Harper, yes; Willmeng, yes; Fulton, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes. ALL AYES MOTION CARRIED.

Treasurer Jim Fulton stated the planning committee held a Public Hearing on June 12, 2018 and approved two special land use permits. One is for Dale & Tamera Kettlehut to operate an Aquatic Rehabilitation & Conditioning Center for Equine. After Discussion Treasurer Jim Fulton, seconded by Trustee Rob Harper, made a motion to approve the special land use permit for Dale & Tamera Kettlehut to operate an Aquatic Rehabilitation & Conditioning Center for Equine. ROLL CALL VOTE: Willmeng, yes; Fulton, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes. ALL AYES MOTION CARRIED. The other special land use permit approved by the planning committee was issued to Greg Rood to operate a Seasonal Lodging/Tourist home, at 5358 Paw Paw Lake Road. After discussion Treasurer Jim Fulton, seconded by Trustee Rob Harper, made a motion to approve a special land use permit for Greg Rood to operate a Seasonal Lodging/Tourist home at 5358 Paw Paw Lake Road. ROLL CALL VOTE: Fulton, yes; Parrigin, yes; Kraemer, yes; Moser, yes; Duffield, yes; Harper, yes; Willmeng, yes; Duffield, yes. ALL AYES MOTION CARRIED

#### PUBLIC COMMENTS

Roxann Daughtery spoke about the concern of the Dog Park. Her daughter, Misty Weaver-Ketchum who lives next door to the Dog Park, could not attend this meeting stated her daughter was never notified the Dog Park was being built. Mrs. Daughtery stated her granddaughter has medical and mental difficulties will be frightened of the loud barking and smell of the Dog Park. Supervisor Parrigin informed her there will be a road between them and he would look into a privacy fence.

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ADJOURNMENT

Trustee Bryan Duffield, seconded by Trustee Jerry Willmeng, made a motion to adjourn the meeting at 9:07pm

Respectfully Submitted,

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Sandy Kraemer, Clerk

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Kenneth Parrigin, Supervisor

Date Approved