

**SAUGATUCK TOWNSHIP
BOARD MEETING
AUGUST 4, 2004**

A regular meeting of the Saugatuck Township Board was held on August 4, 2004 at the Township Hall. The meeting was called to order by Trustee Roerig, and led in the Pledge of Allegiance at 7:00 p.m.

Present: Jane Wright, Pat Knikelbine, Dan Shanahan, and Chris Roerig.

Also Present: Manager Phil Quade

Absent: Henry Gudith.

AUDIENCE

- A. Tim Wood, Saugatuck Public Schools Superintendent, presented an overview of the changes being implemented in the school system and spoke until 7:13. The Board asked questions about how the school would manage the community recreation program if a vote to restructure is passed.
- B. Paul Galdes with Fleis & Vandenbrink Engineering explained problems encountered with the Riverside sewer extension project and presented a revised construction summary. Manager Quade and the Board asked questions and thanked Galdes for his promised attention to the project.

ADDITIONS TO AGENDA

None.

MINUTES

Pertaining to the minutes of 7/7/04. **Motion by Knikelbine/Shanahan to accept as presented.** Carried unanimously. Pertaining to the minutes of 7/22/04. **Motion by Wright/Knikelbine to accept as presented.** Carried unanimously.

BILLS

Wright asked to include bills received after packets were created in the amount of \$2,184.91. Quade asked to remove a bill from Heavener Services for cleaning at the Douglas cemetery. **Motion by Wright/Knikelbine to accept general fund, road fund and cemetery fund bills in the amount of \$30,717.92.** Carried unanimously.

CORRESPONDENCE

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

- A. Siegfried Crandall, proposal for year end audit. Wright stated the proposal allows for a fee not to exceed \$6,400 of which \$6,500 has been allocated in the budget. **Motion by Roerig/Knikelbine to approve the audit firm of Siegfried Crandall for auditing the fiscal year end of 6/30/04 for a fee not to exceed \$6,400.** Quade noted the proposal allows for GASB34 compliance. Motion carried unanimously.
- B. Ravines Phase IV, request for street light district. Wright explained the Ravines expansion includes the addition of 13 more street lights and stated they have recorded the proper paperwork authorizing the special assessment. **Motion by Knikelbine/Wright to approve the expansion of the Ravines street light district to include 13 additional more lights.** Carried unanimously.
- C. Website Update. Aaron Sheridan, Township Administrative Assistant, explained the advantages of adding a "cemetery tab" to the current website. Roerig noted advantages to adding a "road tab" as well to explain current and proposed road projects, and proposed to have the web design service perform both updates at the same time. Board discussion took place. **Motion by Roerig/Wright to approve the expenditure not to exceed \$700 for design updates to the township website.** Carried unanimously.

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MANAGERS REPORT

- A. Manager Quade presented a preliminary map of proposed non-motorized trails within the township. He stated the community survey revealed a great demand from residents for construction of non-motorized trails. Board reviewed the map and discussion ensued.
- B. Quade reviewed a July 20th memo that outlined a proposed contract renewal for the Township Assessor. He highlighted changes requested by the current assessor that included a decrease in service from 3 days a week to 2 and an increase in compensation of 3%. Board discussed the township needs for assessing services noting a need for more service, not less. Quade suggested hiring a full time assessor and the additional services a full time position would permit. Board would not approve the renewal at the terms provided, but suggested Quade look into the hiring of a full time assessor.

COMMITTEE REPORTS

- A. Planning Commission. Shanahan asked if the township has been approached to grant an easement behind the township building for access to a planned mall in the neighboring lot. Quade stated he told the developer to present a detailed diagram of the requested easement and present it to the Board. Wright noted they have not come forth with a request at this time. Board discussed the development. Shanahan then informed Board of some frustration Commission Members have with unprepared applicants coming before the commission. Board discussion ensued with ideas to improve communication between commission members, the commission chair, and Zoning Administrator.
- B. Road Commission. Roerig reported the millage renewal passed during the primary election, stating it is a testament of the amount road work being approved by the Board and commended the Board. He added the natural beauty road hearing for 62nd and 131st was denied by the county road commission.
- C. Interurban. No report.
- D. Fire Authority. No report, but Wright requested to use the time to report on the primary election stating turnout was 10% and attributed the low number of voters to the fact most positions were unopposed. She then informed the Board of a call that day from the attorney handling the Wolters Realty vs. Saugatuck Township appeal stating the attorney just received word from the appellent court that the Township won the appeal. Board noted the victory for the planning process in the area.
- E. Web Site/Newsletter Update. No report.

AUDIENCE

None.

There being no further business, **Motion by Wright/Roerig to adjourn at 8:37 p.m.** Motion carried unanimously.

Jane Wright, CMC
Township Clerk