

**SAUGATUCK TOWNSHIP BOARD
REGULAR MEETING**

**WEDNESDAY, NOVEMBER 2, 2011, 6:00 p.m.
SAUGATUCK TOWNSHIP HALL
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

MINUTES

Supervisor Wester called the meeting to order at 6:00 p.m. and led in the Pledge of Allegiance.

Members Present: Supervisor Bill Wester, Treasurer Pat Knikelbine, Trustee Chris Roerig, and Trustee Jim Hanson.

Members Absent: Clerk Jane Wright.

Also Present: Manager Phil Quade.

Approval of Agenda: Wester asked for any additions or deletions to the agenda, or changes to the consent agenda. Hanson noted the invoice from Kearns group to remove a virus from a computer and asked what security protocols are in place. Wester stated there are several old computers and he would get an answer for Hanson. Hearing no further changes to the agenda, Wester brought the consent agenda to the floor for approval.

- A. Accounts Payable
 - i. ALLEGAN CO ROAD COMMISSION through SCOTT VANDERLIP
Total to be paid \$30,148.58
 - ii. Checks issued to be post-audited
(check register attached)
- B. Payroll (check register attached)
- C. Approval of Minutes
 - i. October 5, 2011 Regular Board Meeting
 - ii. October 8, 2011 Special Board Meeting
- D. Quarterly Financial Review

Motion by Wester seconded by Knikelbine to approve the agenda as presented. Carried 4 to 0.

Correspondence: None.

Unfinished Business: None.

New Business:

- A. Proposed Fee for Boundary Line Adjustments. Hanson stated he does not disagree with the Zoning Administrator's suggestion to add \$100 fee for property owners seeking a boundary line adjustment to their property. He added the request requires action from the Township and \$100 is a reasonable fee for something like that. **Motion by Hanson seconded by Roerig to adopt the boundary line adjustment fee laid out in Mr. Ellingsen's memo of November the 2nd.** Motion carried 4 to 0.

- B. Proposed Motion to Amend the 2010/2011 Budget for Fund 213. Wester asked Manager Quade to elaborate on the agenda item. Quade stated back in May when we were preparing the year end budget amendments we could only estimate how much would be billed for attorney fees through the end of the fiscal year and we transferred \$58,000 from the General Fund to the Planning and Legal Fund to cover the estimated fees. He stated bills came in through September for fees to be accrued to the 2010/2011 budget year in excess of the \$58,000 and when the auditors examined the expenses the Planning and Legal Fund would have had a negative balance of \$22,961.15. He added we can not end the year with a negative balance so the purpose of the prepared motion is to transfer an additional \$22,961.15 from the General Fund to the Planning and Legal Fund effective 6/30/11. **Motion by Knikelbine seconded by Hanson to approve a transfer from the General Fund balance to the Planning and Legal Fund balance in the amount of \$22,961.15 effective 6/30/2011.** Roll call vote: Roerig-yes, Knikelbine-yes, Hanson-yes, Wester-yes. Motion carried 4 to 0.
- C. Proposed Elimination of Retiree Health Benefits. Quade stated the employment policy currently addresses health benefits for retirees between 62 and 65 and to maintain that benefit we would now be required to obtain actuarial studies to determine what that cost would be. He added that the actuarial studies would have to be performed by an independent agency and would have to be updated as employees age and statuses change. Quade proposed eliminating that benefit to avoid the new additional fees it would require. He also presented a revision to Section 7.0 of the employment policy which would eliminate health insurance as a right of office for the Clerk and Treasurer and instead require a minimum of 30 hours of work per week to be eligible for that benefit. **Motion by Hanson seconded by Wester to modify the township personnel policy and handbook as presented by the Township Manager.** Roll call vote: Roerig-yes, Wester-yes, Knikelbine-yes, Hanson-yes. Motion carried 4 to 0.
- D. Proposed Professional Services Resolution. Hanson stated it has been our policy that appointed members do not have the ability to utilize professional services such as calling the attorney or planner and allows for only the Chair of the body to authorize such expenditures. He added the proposed language would place that policy in the record and make it a rule. **Motion by Roerig seconded by Wester to accept the professional services policy as submitted.** Hanson asked for a roll call vote: Roerig-yes, Knikelbine-yes, Wester-yes, Hanson-yes. Motion carried 4 to 0.

Committee Reports:

- A. Planning Commission. No report.
- B. Road Commission. No report.
- C. Interurban. Knikelbine reported the record breaking ridership of 62,554 was this last fiscal year between October 1, 2010 and September 30, 2011. She stated that is a 7% increase over the previous year.
- D. Fire Authority. No report.
- E. Supervisor's Report. Wester stated from this meeting until further notice there will be no comment from board members in regards to the Dennison (SDLLC) settlement agreement. Wester also stated there has been some discussion of consolidation of the three municipalities and it is very important for people that are interested in the subject to review a memo prepared by the township attorney. He stated that after the State Boundary Commission reviews the petition in support of consolidation and holds a public hearing, if the petition is approved there is

a 45 day period to file a petition of referendum and if such petition is not filed consolidation would take place.

F. County Commissioner's Report. No report.

Public Comment:

- A. Dayle Harrison – Zoning Ordinances and other matters. Harrison spoke from 6:20 to 6:30 on the SDLLC settlement agreement and asked to have the Planning Commission directly involved with reviewing the R4 zoning ordinance.
- B. Additional Public Comment – Comments were heard from RJ Peterson, Donna Leonard, Joe Milauckas, and Marcia Perry. Bob Genetski then gave a legislative update and took comments and answered questions from the public.

Wester stated having no further business to come before the board we stand adjourned. Meeting was adjourned at 7:15 p.m.

Jane Wright, CMC; Township Clerk
Transcribed from Tape

Date