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Minutes of the Baroda Township Board Meeting June 20, 2011

The regular meeting of the Baroda Township Board was called to order at 7:30 p.m. by Supervisor Jim Brow in the meeting room of the Baroda Township Municipal Building with a recitation of the Pledge of Allegiance. Those present: Jim Brow, Amy Hemphill, Susan Newcomer, Wendie Shafer, and David Wolf, along with five audience members.

Kim Fowler reported on the progress made by Ron Ellsworth in cleaning up his property. Pictures taken in 2008, and 2011 were distributed to the Board indicating that progress is being made. He and Mr. Ellsworth reported that about half of the equipment has been move off the property. Board members requested of Mr. Ellsworth a time period for the removal of the remainder of the equipment. Mr. Ellsworth said it had taken longer than anticipated to remove the equipment he had been able to get rid of at this point, and said he could not give a definite period for being finished. Amy Hemphill suggested that Kim Fowler, Jim Brow and Ron Ellsworth meet together to agree on “what comprises being done.” It was arranged for the men to meet on Friday, June 24, 2011 at Noon. Kim Fowler said he is willing to come to the July Township Board meeting to report on the issue.

LIBRARY REPORT – Mary Hill presented a report on the activities of the Lincoln Township Library. She reported that over 400 kids had signed up for the summer reading program on the first day.

DEPARTMENT REPORTS – Police Chief Gary Ruhl reported on a motorcycle accident that had occurred on Stevensville Baroda at the curve in front of Dave Pratt’s home. He expressed concern about the street scape being unfinished during the time of the July 3rd Fireworks. He reported that the group organizing the Support Our Troops Event in late July has submitted an excellent plan for security, providing their own security staff and that overtime hours for John Hopkins and Shawn Martin will need to be scheduled for the event. Chief Ruhl noted that on the meeting agenda there would be discussion concerning the possibility of donating office space for the State Police to work from should the Bridgman State Police Post actually be closed a had been reported by State officials. He said that room in the Lake Township public safety building has already been offered and has been discussed with the State Police Officers involved.

He reported that at the finance committee meeting it was suggested by Susan Newcomer that the Township Board could contribute \$2,430.00 collected in excess of the budgeted amount for the 2011-12 Baroda-Lake Police contribution. Gary said that Lake Township will match the additional Baroda Township contribution.

Susan Newcomer moved, seconded by David Wolf to issue from the Baroda Police fund \$2,430.00 to the Baroda-Lake Police fund for the purpose of increasing the Baroda-Lake Police budget for gasoline and oil for the 2011-12 fiscal year. Vote – All Yes. Motion Carried.

Rich Herrmann reported that the Fire Department is getting ready for the July 3rd Fireworks Display. He reported that the Fire Department had gone to a call to investigate a smoke alarm last month. Rich reported on a very effective training “scavenger hunt” the Fire Department had participated in, put on by training officer Doug deBest, where the Department, working in teams, went to different locations, as though they were going to real fire scenes, when they arrived at the scene, they opened an envelope and followed the instructions for a certain activity to be performed at the site.

TREASURER’S REPORT – Amy Hemphill distributed and presented the Treasurers report. May 31, 2011 ending fund balances:

General Fund – \$214,412.39	Baroda Police Fund – \$147,858.00
Rubbish Fund - \$80,967.03	Fire Maintenance Fund – \$229,733.85
Trust and Agency Fund \$704.54	Fire Equipment Fund – \$377,624.06
Water Fund – \$56,980.36	Building Fund - \$2581.60
Baroda-Lake Police Fund – \$13,388.06	Baroda-Lake Drug Forfeiture Fund – \$2933.32
Summer Tax Fund – 264.11	Winter Tax Fund – 513.75

CLERK’S and PLANNING COMMISSION REPORT – Wendie Shafer reported that the Planning Commission had reviewed the Baroda Township Ordinance for continuing the Planning Commission under a required separate ordinance, developed by Langworthy Strader LeBlanc, and had reviewed and discussed draft Planning Commission bylaws. She reported from the Planning Commission minutes the recommendation of the Planning Commission concerning the contents of the Ordinance and the Bylaws. She reported that the Ordinance must be adopted by July, 2011, and that the bylaws can be adopted later. After discussion, the adoption of the Ordinance was tabled until the July 18th meeting.

CORRESPONDENCE – Wendie Shafer presented an E-mail from Bonnie Boldt requesting that her second rubbish assessment be removed because the old house on their property, for which the second assessment is being charged, cannot be lived in. David Wolf requested to table the issue until the July meeting so that he can compute a refund consistent with refunds previously made by the Township.

OLD BUSINESS – Jim Brow presented a resolution required to be adopted for receiving the approved Grant application for improvements to the Baroda Township Park at Hess Lake. There was much discussion concerning the availability of expenditure of money from the General Fund to pay for the project. Susan Newcomer reported that Drain Commissioner, Roger Zilke told her that Baroda Township can expect to pay \$65,000 in drain assessments for 2011 and that trend is

not likely to end in the near future. David Wolf was confident that the reimbursement process will be such that the Township would suffer no adverse cash flow effects while the project is being built. David Wolf moved, seconded by Jim Brow to adopt the resolution to enter into the Development Project Agreement for a \$256,000.00 grant to be paid from the DNRTF with \$90,000 in matching funds from Baroda Township for Hess Lake Park improvements as presented. By Roll Call Vote – Jim Brow-Yes, David Wolf-Yes, Susan Newcomer-No, Wendie Shafer-No, Amy Hemphill-Yes. Resolution 2011 - 12 Adopted.

Discussion was held concerning increasing the charge for the use of the Pavilion for residents and non-residents. The Grant application specifies that non-residents can be charged not more than twice the resident rate. It was suggested that more could be charged for the new facilities with nicer amenities.

NEW BUSINESS – Susan Newcomer and Wendie Shafer presented procedures written for the Clerk's and Treasurer's duties. Both Susan and Wendie said they want to further tweak their procedure's documents before they are adopted by the Board. Action on this matter was tabled.

David Wolf presented a quote from Northern Construction Services, Corp. to take out and replace the cement in front of the Fire Station, take out and replace the sidewalks around the Fire Station, take out and replace the asphalt between the Fire Station and Municipal Building, and in front of the Municipal Building at the cost of \$20,935. Amy Hemphill moved, seconded by Susan Newcomer to accept the Proposal from NCSC to be paid from the Fire Maintenance Fund. Vote – All Yes. Motion Carried.

Wendie Shafer reported that the auditors from Gerbel have recommended for a second year that the Baroda Lake Police Department should be operating under their own Federal Tax ID number. She said that communication with Attorney Charlie Ammeson verifies this recommendation, saying Mr. Ammeson said it is legal for the Police Department to do, and he highly recommends that the Baroda Lake Police have their own tax ID number. It was noted that the Health insurance for Wendie would be changed so that she would be in her own group, as Jim is at present, and would be more expensive. The Police having their own tax ID number would put the responsibility of the finances and bookkeeping onto the Baroda-Lake Police Board, and would reduce the confusion of combining reports between the Township and Police offices. Wendie Shafer moved, seconded by Jim Brow to request the Baroda-Lake Police apply for their own Federal Tax ID number and that the Intergovernmental Police Agreement be amended to take into account this change. Vote – All Yes. Motion Carried.

Susan Newcomer volunteered to take over the supply of the Township's First Aid cabinet so that the Township can break our relationship with Zee Medical for the service.

CONSENT AGENDA - Copies of the minutes of the last Baroda Township Board meeting, and Baroda Township Bills for the month were distributed. After discussion, David Wolf moved, seconded by Amy Hemphill to approve the Minutes of the last Board meetings, the Treasurers' Report, and the Township Bills. Vote – All Yes. Motion Carried.

SUPERVISOR'S COMMENTS – Jim Brow reported that he plans to attend a “way finding” meeting sponsored by the Economic Growth alliance at the Lake Township Hall. Jim read a letter from Attorney Charlie Ammeson concerning a possible lawsuit by Baroda Estates. Amy Hemphill suggested that an option to help with the issue may be to invoice Baroda Estates for their rubbish assessment on a monthly basis rather than once per year on their tax bill. She said she is willing to invoice Baroda Estates each month, if it would help. Amy will contact Charlie Ammeson to communicate the offer to the attorney for Baroda Estates.

Wendie Shafer suggested that the Township purchase bumper stickers and/or magnetic logos and resell as a way of raising funds toward the Park improvements. She reported that bumper stickers from Rath Co. would cost \$1 each and Magnetic logos would cost \$3 each. David Wolf suggested also checking into getting window clings from Laser Graphics for the same purpose. It was suggested that the items could be sold during BarodaFest.

PUBLIC COMMENT- Terry Freehling verified with Susan that the Drain Commissioner was planning to charge the Township \$10,000 for work done on the Dinges Drain. She said that the County Road Commission had cleaned out the ditch and was not planning to charge the Drain Commission for doing the work. She suggested that the Township officials look into the matter.

ADJOURNMENT - The meeting was adjourned at 8:49 p.m. by Supervisor, Jim Brow. The next regular meeting of the Baroda Township Board is scheduled for Monday, July 18, 2011.

Submitted by Wendie Shafer
Baroda Township Clerk