

**MINUTES OF THE CASCADE CHARTER TOWNSHIP  
REGULAR BOARD MEETING**

Wednesday, March 23, 2011

7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order at 7:00 p.m.  
Present: Supervisor Beahan, Trustees Koessel, Goldberg, Fox, Lewis, Treasurer Peirce and Clerk Goodyke.  
Absent: None  
Also Present: Manager Cousins, Assistant to the Manager Korhorn, Chief Sigg and those listed in Supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance to the Flag.
- Article 3.** Motion was made by Trustee Goldberg and supported by Trustee Fox to approve the Agenda as presented. Motion carried unanimously.
- Article 4. Presentations/Public Comments**
- a. Public Comments (Please limit comments to 3 minutes)**  
No public present.
- Article 5. Approval of Consent Agenda**
- a. Receive and File Various Meeting Minutes**
1. Regular Board Meeting Minutes for 03/09/11.
  2. Regular Zoning Board of Appeals Meeting Minutes for 02/08/11.
  3. Regular Downtown Development Authority Meeting Minutes for 01/18/2011.
- b. Receive and File Communications**
1. Letter from Charter Communications – re: Channel Line-up changes.
  2. Letter from Duane & Adele VanderBrug – re: Cleaning of property.
  3. Public Hearing Notice – State of Michigan – Consumers Energy Company Case No. U-16546.
- c. Receive and File Various Reports**
1. Treasurers Department Monthly report for January/February, 2011.
- d. Education Requests**
1. Kenneth Peirce – MMTA Basic Institute – May 15-20, 2011, Mt. Pleasant, MI.
  2. Oxana Sourine – MMTA Advanced Institute – May 11-13, 2011, Mt. Pleasant, MI.
  3. Doug Poolman – 2011 Michigan Arson School – May 24-27, 2011, Mt. Pleasant, MI.
  4. Jeff Knowles/Todd Stevenson – Fire Officer 1&2 – April 17<sup>th</sup> thru June 12, 2011, Grattan Township.
- Motion was made by Clerk Goodyke and supported by Trustee Goldberg to approve the Consent Agenda as presented. Motion carried unanimously.
- Article 6. Financial Actions**
- a. Consider Approval of February, 2011 General/Special Funds.**  
Motion was made by Trustee Koessel and supported by Trustee Lewis to approve the February, 2011 General/Special Funds as presented. Motion carried unanimously.
- b. Consider Approval of February, 2011 Public Utilities.**  
Motion was made by Clerk Goodyke and supported by Trustee Goldberg to approve the February, 2011 Public Utility Funds as presented. Motion carried unanimously.

- c. Consider Approval of Adjustments to the 2011 Budget. Motion was made by Trustee Fox and supported by Trustee Koessel to approve the Adjustments to the 2011 Budget as presented. Motion carried unanimously.

**Article 7. Unfinished Business (None)**

**Article 8. New Business**

**014-2011 Consider Approval for Replacement of Carpeting in the Township Offices and Fire Station #1.**

Manager Cousins reviewed the bids. Manager Cousins stated all the bids came in over budget; however, the Finance Committee did recommend a budget adjustment to cover the approximate \$4,000 overage. It was also stated that Fire Station #1 carpet would also be replaced. Motion was made by Trustee Koessel and supported by Trustee Lewis to approve the bid from Heyboer & Bolt in the amount of \$35,476.00 to replace the carpeting in the Township offices and Fire Station #1. Motion carried unanimously.

**015-2011 Consider Approval of Sale and Removal of Small Pole Building from Burton Park.**

Manager Cousins stated he had advertised for bids to remove the small pole barn from the park he received some interest on Craig's list and from a posting in the office. Received two bids from employees. Staff recommends that the Board award the purchase and removal of the small pole building to high bidder Lance Korhorn in the amount of \$600.00. Motion was made by Trustee Lewis and supported by Trustee Goldberg to award the bid for the sale and removal of the small pole building from Burton Park to Lance Korhorn in the amount of \$600.00. Motion carried.

Ayes – 6

Nays - 1

**016-2011 Consider Adopting a Resolution to Consolidate Precincts 1&7 and 3&4 for the May 3, 2011 School Election.**

Motion was made by Trustee Goldberg and supported by Trustee Fox to approve the Resolution to Consolidate Precincts 1&7 and 3&4 for the May 3, 2011 School Election. Discussion followed. Motion carried unanimously by roll call vote.

**017-2011 Consider Adoption of the 2009 International Fire Code.**

Motion was made by Clerk Goodyke and supported by Trustee Goldberg to approve the adoption of the 2009 International Fire Code as recommended by Fire Chief Sigg. Motion carried unanimously by roll call vote.

**018-2011 Consider Approval to Authorize the purchase of Cascade Village Christmas Decorations.**

Assistant to the Manager Korhorn was present to review the need for new Christmas Decorations. The DDA looked at wreaths, garland and snowflakes; which were on display in the Village. They reviewed the options last week and they would like to move on "Option D" at a cost of \$16,185.00. The project will be paid for from the DDA fund balance. Motion was made by Trustee Goldberg and supported by Trustee Koessel to approve the purchase of Cascade Village Christmas Decorations at a cost of \$16,185.00. Motion carried unanimously.

**019-2011**

**Consider Approval of Request for Proposal (RFP) for Tax Increment Financing (TIF) Plan.**

Assistant to the Manager Korhorn was present to discuss the update of the Tax Increment Financing (TIF) plan for future DDA projects. The DDA has asked staff to put together a Request for Proposal (RFP) for the TIF update. The update would include budget projections, all possible projects available to the district, cost of projects, some sketches, drawings, concepts, etc. Discussion followed. Motion was made by Trustee Lewis and supported by Clerk Goodyke to approve the RFP for a TIF Plan for the DDA. Motion carried unanimously.

**020-2011**

**Consider Approval to Authorize the Manager to take the necessary action to close out the 2005 Fire Department Tanker loan early.**

Manager Cousins explained upon the recommendation of Treasurer Peirce, by closing out the 2005 Fire Department Tanker loan early we would be saving approximately \$14,600.00 in interest payments. There is sufficient fund balance in the Fire Department to pay the \$129,413.00 principle. Discussion followed. Motion was made by Trustee Koessel and supported by Trustee Fox to authorize the Manager to take the necessary action to close out the 2005 Fire Department Tanker loan early. Motion carried unanimously.

**021-2011**

**Consider Approval of the Contract Bid for 2011 Mowing.**

Manager Cousins reviewed the contract bids received for 2011 mowing. The administration recommends that the Board award the 2011/2012 mowing contract to the low bidder, Thornapple River Nursery. Motion by Trustee Goldberg and supported by Treasurer Peirce to award the 2011/12 mowing contract to Thornapple River Nursery and reject all the bids for Cemetery leaf pick-up. Motion carried unanimously.

**Article 9. Public Comments on any other matters. (limit comments to 3 minutes)**  
No public present.

**Article 10. Manager's Comments**

Manager Cousins offered the following comments:

- Attended the "roll-out" of the local government best practices by Gov. Snyder on Monday.
- The Governor has signed the emergency financial manager bill (Public Act 4 of 2011).
- Things are progressing nicely for the 4<sup>th</sup> of July Celebration. Obtained approval today from the Air Force for the "fly-over".
- The Fire Department has offered to provide CPR/First Aid Training to all employees. We have two dates set up Wed., April 6<sup>th</sup> and 13<sup>th</sup>.

**Article 11. Board Member Comments**

Trustee Lewis offered the following comments:

- The Planning Commission met last Monday, the Planning Commission got into the subject about term limits requirements for the Township. Many of the Planning Commission Board members expressed that they were concerned that we had lost Tom McDonald because of this term limitation. It led to a general discussion about term limitations. It is a State requirement (and also in our Ordinance) Board members on the Planning Commission and ZBA will serve 3 year terms...it doesn't say how many terms they can serve, they can serve 1, 2, 3 or an unlimited amount. At the present time, our ordinance says that the Planning

Commission members will serve (3) 3 year terms, at the end of the (3) 3 year terms they have to come off the Board. What we have done in the past is occasionally somebody would want to stick around longer...they would go to the ZBA for a year and then come back again. The other thing that came up is because it is an Ordinance change how it is handled, it starts at the Planning Commission and goes to the Board as a recommendation, the Board accepts the recommendation or rejects...if rejected, it goes back to the Planning Commission. As the Planning Commission discussed this whole issue, it was brought up that why doesn't the Board initiate or let us know what kind of interest they have in eliminating the term limitation process that we have now. The Planning Commission would be interested in examining this issue again, and having it changed. Discussion followed. The Board suggested to take it up again if the Planning Commission sends a recommendation for their consideration.

**Article 12. Adjournment**

Motion was made by Trustee Fox and supported by Treasurer Peirce to adjourn. Motion carried unanimously.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Denise M. Biegalle  
Deputy Clerk

Approved by:

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Ron Goodyke, Clerk

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Robert Beahan, Supervisor