

SOLON TOWNSHIP STAFF MEETING MINUTES January 6, 2016

Solon Township Hall
15185 Algoma Avenue
Cedar Springs, MI 49319
616-696-1718

CALL TO ORDER by Supervisor Ellick at 10:05 a.m.

Present: Ellick, Gerhardt, Gunnell, Hoskins, Poulsen, Doane, Drake, Aardema
Representative of Public: Gerald Skelonc

DEPARTMENTAL ACTIVITIES:

- **Assessing:** Audit showed a few minor things to address, but good rating on studies, land maps, accuracy of records. Currently finalizing study information and entering PP statements for December.
- **Building Dept:** continues to be busy for December. Most permits in probably 9 years. Discussion of performance bonds and builder who owes excess of \$3000 to Escrow Fund.
- **Zoning** – Supervisor advised need for a daytime administrator or enforcer to handle some recurring issues (22Mile/Algoma, Olin Lakes, added parking to a business). Will check with area communities to possibly share enforcement officer. Vista View drainage complaint ongoing.
- **Fire Department:** Chief Drake Looking at promotion process to fill Deputy Chief position, feels SFD could cut back to 1 Captain. Chief reports the State requires each department appoint a certified training officer. Discussion of whether the Board, Committee or Fire Chief promotes to officer positions – Chief Drake feels would be a morale buster within the department if the Chief did not handle promotions. Chief Drake asked if the board expects him to follow up on suggestions for improvements from the Feasibility Study - answer: as far as making recommendations on what he feels needs to be done for an improved department. Personal Protection Equipment grant award signed and returned to State - should hear back within a couple weeks as to how to proceed and order equipment. Has another candidate to interview tonight. Departmental meeting held early December went well – will have another meeting in June. Treasurer Gerhardt is finishing up on the grant application for new truck, which should be ready to submit on Monday, January 11. Chief Drake states the application includes the specs the board had asked for previously and will get back with the board with names of individuals on the truck committee and tool committee.
- **Park Committee:** Shelly Aardema, chairperson, reported on common goals of the Market and Park Committees. Clerk will follow up with committee member Hal Babcock. Chair also reported a fund raising dinner is planned for February 12 in the community room – will send flyer when it becomes available. Resident G. Skelonc suggested also inviting officials from local school, Township and Fire Department as a kind of Meet & Greet.

TOPICS OF DISCUSSION:

- Motion by Poulsen to return rental for community room to 2 renters – 1 who could not access building at time of rental and one who had to cancel for health reasons, support by Gunnell, motion carried 5 – 0.
- Motion by Poulsen to approve holiday schedule for daytime firefighter to include: Independence Day, Labor Day, Thanksgiving Day, ½ day on Christmas Eve, Christmas Day, ½ day on New Year's Eve, New Years Day 2017, support by Gerhardt, motion carried 5 – 0.
- Motion by Gerhardt to accept bid for 2016 Property and Liability Insurance from Michigan Municipal League, support by Poulsen, motion carried 3-2.
- Supervisor reported on Library and Road Construction matters.

ITEMS FOR THE REGULAR TOWNSHIP BOARD MEETING

- Transfer budgeted amount from G.F. to Street Fund.
- Fire department wage increase request
- Kent County Road Commission work order for Albrecht construction.

Next Meeting: February 3, 2016

Submitted by Clerk Poulsen