

PIERSON TOWNSHIP
Board Meeting Minutes

21156 W. Cannonsville Rd, Pierson, MI 49339

July 20, 2021

7:00 pm

- A. Meeting called to order: 6:59 pm
1. Pledge of Allegiance
 2. Roll Call Present: Buyze, Bergman, Burkholder, Grice, Hyrns
- B. Approval of Meeting Agenda.
- Motion: Burkholder
2nd: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice No: Hyrns
- C. Approval of the Consent Agenda: Pierson Township Board Meeting Minutes from June 15, 2021; Correction to June 15, 2021 Consent agenda correcting the dates of the Assessors report, Sand Lake Fire, Howard City Fire and Sewer report. Motion made by Burkholder, 2nd by Buyze, roll call yes by Buyze, Bergman, Burkholder, Grice, and no by Hyrns; Budget Amendment: Capital Improvement budget increase of \$15,445.00 for the Building Department Software purchase; Consideration of bills: Register of Warrants/Checks/Payroll dated June 15, 2021 – July 20, 2021; Check register: June 1 - 30, 2021 Invoices to be paid from the General Fund: Montcalm County Roads Inv. 071421-04 \$9,839.36 for Chloride 202-446-819.006; Superior Waterproofing Inv. 1035 for \$4,500.00 from 101-265-930.00; BS&A Inv. 135516 for \$5,995.00 from Capital Outlay; Bloom & Sluggett Inv. 21712 for \$158.00 from 101-101-803.000 Zon; Bloom & Sluggett Inv. 21713 for \$129.00 from 101-101-803.000 Gen; Invoices to be paid from the Sewer Fund(s): BS&A Inv. 135516 for \$4,280.00 UB; Main Tech Services: Inv. 110726 for Treatment site/Split 60/40 = \$650 (B \$390/L \$260); Inv. 110725 Big Whitefish for \$2,660.00 Labor (54.5 hours); Inv. 110727 Little Whitefish for \$1,520.00 Labor (36 hours); Register of Checks from June 1 – June 30, 2021; Correspondence; Assessor's Report, Zoning Admin Report, Villages of Sand Lake and Howard City Fire Reports; and Sewer Report.

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved under one blanket motion.

Motion: Burkholder
2nd: Bergman Roll Call Yes: Buyze, Bergman, Burkholder, Grice No: Hyrns

- D. Presentation of Accounts
1. Treasurer's Report
- Motion: Grice
2nd: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
- E. Public Comments
- F. New Business:
1. Committee Updates
 - a. Planning Commission:
 - i. Add Jeff Smith to the Planning Commission.
Motion: Burkholder
2nd: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 - ii. Adopt the [International Property Management] IMPC Code 2018 Version.
Motion: Buyze
2nd: Grice Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 - iii. Approve 18 hours of BS&A training at the hourly rate at \$15.72 per hour.
Motion: Buyze
2nd: Grice Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

- iv. Recommendation to the Planning Commission to look into a Property Maintenance Ordinance.
Motion: Buyze
2nd: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 - v. Two ZBA Hearing are scheduled; August 12 (accessory building) and August 18, 2021 (privacy fence) to be posted.
 - vi. Committee positions to be assigned at next meeting – Moore to prepare minutes from July 15 meeting.
- b. Community & Economic Growth – July Meeting cancelled
 - c. Parks & Recreation – July Meeting cancelled
 - i. Land Survey has been staked. Awaiting official survey for legal description preparation.
 - d. Add Caleb Sower and Orvin Moore to the Board of Review (BOR) open position.
Motion: Hyrns
2nd: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 - e. Road Committee –July meeting cancelled
2. Charter Franchise Agreement at 3% for 10 years.
Motion: Buyze
2nd: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 3. Approval of the Work Smart bid of \$795 to use ground penetrating radar to investigate possible issue of shifting at the cemetery.
Motion: Grice
2nd: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 4. Walton Lake Fireworks Application for September 11, 2021.
Motion: Burkholder
2nd: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 5. Hart InterCivic Advanced Payment Option Request (10% discount). (Election 101-262-818.007)
Motion: Bergman
2nd: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 6. Wix Website Renewal for one year for not more than \$324 and investigate other [hosting] options.
Motion: Buyze
2nd: Grice Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

G. Open Items:

1. American Rescue Plan funds to be requested by July 27, 2021.
Motion: Burkholder
2nd: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
2. Road Millage Discussion – tabled for further information.
3. Sewer Management
 - a. Resolution 2021-12 authorizing compensation to township employees for sewer duties.
Offered by: Buyze, Second by Bergman and Aye by Buyze, Bergman, Burkholder, Grice, Hyrns, Nay by none, Abstain by none.
 - b. County Audit/Sewer Funds to Township – Brandon Stowell County Commissioner hopes to have results at the County Board Meeting on July 26 from Raymond Auditors.
 - c. SAC meeting 7/22 @ 5:00 PM

4. Township Improvements

- a. Approve bid from Carpet Villa for \$7,532.65 for carpet installation in the Deputy Clerk office, meeting room including tear-out. Motion by Burkholder, second by Bergman. Amended by Grice to add 20 additional tiles or up to \$150.00 additional to bid.
Motion: Grice
2nd: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
- b. Storage Shed tabled for update of bid and budget review at August Board Meeting.
- c. Stove Survey (Burkholder) (Arks install \$585) (no change/surveys going out)
- d. Sidewalk Repairs are complete.
- e. Server/IT Proposal for Monitors/Server Storage – Buyze to follow up on response time and current approved items.
 1. Budget Amendment to move Deputy Treasurer Computer purchase of \$806.07 from Treasurer Supplies 101-253-727.000 to Township Hall New Equipment 101-265-977.00.

Motion: Hyrns

2nd: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

5. State Chart of Accounts - Auditor working on (Josh)

6. Policy Manual

- a. Review section 4 – last minute items presented/tabled until August meeting.

H. Public Comments (*3 minutes, please state name & address prior*): relating to this agenda only.

I. County Commissioner Brandon Stowell & State Representative Pat Outman joined the meeting and gave county and state updates.

J. Announcements and Board Comments

K. Adjournment: 9:08 pm

Motion: Grice

2nd: Bergman

Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns