

Blendon Township
Board Meeting Minutes
September 21, 2020
(conducted via go-to-meeting)

1. **The meeting was called to order** at 7:00 pm by Supervisor, Kevin Peters
2. **Invocation** was given by Clerk, Robin Overway
3. **The Pledge of Allegiance** was recited by attendees.

4. **Roll Call: PRESENT:**
 - Greg Golembiewski
 - Paul Blauwkamp
 - Stan Taylor
 - Robin Overway, Clerk
 - Kevin Peters, Supervisor

ATTENDING: Kurt Gernaat, Fire Chief

5. ***Motion to approve the agenda*** was made by Greg Golembiewski, support by Paul Blauwkamp.

Motion Carried 5-0

6. ***Motion to approve the August 17, 2020 meeting minutes*** was made by Greg Golembiewski, support by Paul Blauwkamp.

Motion Carried 5-0

7. ***Motion to approve the invoices dated August 18, 2020 through September 21, 2020,*** was made by Greg Golembiewski, support by Paul Blauwkamp.

Motion Carried 5-0

8. **Public Comment for items on the agenda:**

- o None

9. **Treasurer's Report:**

- o As Submitted

10. **Clerk's Report:**

- o As Submitted

11. **Supervisor's Report:**

- o As Submitted

12. **Monthly Reports:**

- a. Fire Department Activity Report

- o As Submitted

- b. Police Activity Report

- o As Submitted

- o Note: Officer Bob Jewel will be retiring at the end of the month after 18 years of service to Blendon Township.

- c. Assessor Report
 - None Submitted
- d. Cemetery Sexton Report
 - None Submitted
- e. Building Permit Report
 - As Submitted
- f. Building and Grounds Report
 - Verbal – Kurt Gernaat
 - Winterizing Sprinklers
 - Cemetery Sexton job posting:
 - Chad Ward looking to resign. He will stay on until a new sexton is hired.
 - Upcoming Openings:
 - Buildings and Grounds Crew
 - ✓ Jim Van Farowe employment complete at the end of 2020
- g. Preliminary Planning Commission Minutes
 - As Submitted
 - Trustee Blauwkamp highlighted the minutes
- h. ZBA Minutes
 - None Submitted
- i. Emergency Service Minutes
 - As Submitted

13. New Business:

a. **Fire Truck Purchase Recommendation:**

- Fire Chief, Kurt Gernaat, presented the Board with the fire truck details and recommendation made by the Emergency Services Board for the purchase of the new pumper-tanker truck.
 - Discussion ensued by the Board on the benefit of prepayment of the fire truck versus the incurred risks.
- ***Motion to approve the recommendation for the purchase of the pumper-tanker truck, from Toyne, as listed in the purchase agreement, with no prepayment and \$426,589.10 due upon delivery, was made by Stan Taylor, support by Paul Blauwkamp.***

Motion Carried 5-0

b. **BOR Payrate:**

- Last increase was in 2009
- Discussion was had on pay increase and possible restructure of pay
- Trustee Taylor to compare Jamestown, Olive and Robinson Townships and report back to the board at the next meeting.

c. **Performance Reviews:**

- Trustee, Paul Blauwkamp, presented
- Kurt Gernaat should have the privilege of having a performance review yearly.
- Review to be administered by the Supervisor and one other board member.
- A detailed job description needs to be developed by both the Board and Kurt Gernaat.
 - Supervisor Peters with consult with Georgetown Township about their process.

d. **Water Millage:**

- Trustee, Paul Blauwkamp, presented
- Hearing a lot of concerns about wells drying up
- Asked the board if there is a need to have a basic water study done

e. **Bonding:**

- Project manager, Kurt Gernaat, covered both the water millage and bonding together.
- Per legal-council, we do not have to be a charter township in order to bond.
 - The main concern is the avenue for repayment of the bond
 - Special assessments were discussed
- Discussion was had on forming a sub-committee to research and work on the water issues and municipal water and report back to the board with options
 - Looking for a few people with a broad spectrum of knowledge.
- Items to be done before the next board meeting:
 - Paul –
 - Contact Olive Township about their recent water study
 - Contact Jeff DeWind
 - Kurt –
 - Contact Andrew Moore to see if they have someone a staff that deals with municipal water.
 - Contact Paul Sax
 - Greg –
 - Contact Ottawa County to see where they are at with the last study and if results are available.

f. **Cemetery Fees:**

- Trustee Blauwkamp was approached by a former resident that lived in the township for 73 years, he wanted to purchase cemetery lots but questioned having to pay the non-resident fee due to having lived here for so many years.
- The Board agreed that the current fee schedule should stand.
 - We cannot make exceptions for current non-residents based on previous years of residency it must go by current place of residence.

g. **Annual Audit Exit Interview:**

- The Board discussed the importance of multiple people being at the Annual Audit Exit Interview.
- The Board decided that Treasurer, Supervisor and one other person shall be present every year at the Exit Interview.

14. Old Business:

a. iPad Purchase:

- Kurt Gernaat stated that iPads have not been purchased at this time.
- Kurt presented another option:
 - Purchase Polycom Studio
 - Cost \$800
 - Mounts to the top of the TV
 - A camera bar with a microphone
 - Zooms in on the person that is talking
- ***Motion to approve the purchase of Polycom Studio was made by Greg Golembiewski, support by Stan Taylor.***

Motion Carried 5-0

b. Capital Expenditure Fund:

- Supervisor Peters wanted to readdress this from last month's meeting.
- Significant time was spent discussing the pros and cons and the different avenues in which to achieve this.
- No decision was made, and this will be readdressed at a future meeting.

c. Forestry Plan:

- ***Motion to remove the discussion of the Forestry Plan Proposal from the table was made by Paul Blauwkamp, support by Stan Taylor.***
- Trustee Blauwkamp visited the provided site in Ravenna.
 - Stated that the site was very nice and clean and you would not know that cutting had taken place.
- ***Motion to accept the proposal from Michigan Forestry as submitted was made by Paul Blauwkamp, support by Stan Taylor***

Motion Carried 5-0

Motion Carried 5-0

15. Public Comments for items that were not on the agenda:

○ **Bernadette Schaffer:**

- Inquired as to whom the Cemetery Sexton reports to:
 - Kurt Gernaat – Human Resources
- Inquired if Bruce Costen was the Secretary of the BOR:
 - Yes
- Inquired if Kevin received information from legal council regarding elected officials taking a reduction in pay
 - Yes

○ **Bruce Costen:**

- Asked for an update on building-office security projects
 - Cameras have been installed
 - Grant being applied for to help fund a security wall.

○ **Joel Hoving:**

- Inquired what the time frame was for the Forestry project to begin
 - Undetermined at this time

16. Correspondence for Informational Purposes

- None

17. Upcoming Events:

- a. Planning Commission Meeting – **October 6, 2020**
- b. Township Board Meeting – **October 19, 2020**

18. Adjournment:

- a. With no other business to be brought before the Board, a motion to adjourn at 9:25 pm was made by Greg Golembiewski, support by Stan Taylor

Motion Carried 5-0

Recorded by Tina Vander Schuur
Submitted by Robin Overway, Township Clerk

DRAFT