

MINUTES
CASCADE CHARTER TOWNSHIP REGULAR BOARD MEETING
Wednesday, November 30, 2005
7:00 P.M.

Article 1. Supervisor Julien called the meeting to order at 7:00 p.m.
Present: Supervisor Julien, Trustee Beahan, Koessel, Currier, Parrish (arrived at 7:09 p.m.), Treasurer Carpenter and Clerk Goodyke.
Absent: None
Others Present: Manager Cravens, Planning Director Peterson, Deputy Clerk Biegalle, Emily Faasse (Best Metal Products) and those listed on Supplement #1.

Article 2. Supervisor Julien led the Pledge of Allegiance to the Flag.

Article 3. The agenda was revised to include the following:

- **Article 9 – 103-2005** - Consider Using Funds from the Improvement Revolving Fund (IRF) to Buy Down the 2006 Sewer Rate Increase.

The agenda was approved with the above stated revision on a motion by Trustee Beahan and supported by Clerk Goodyke. The motion carried unanimously.

Article 4. Approval of Consent Agenda

- a. Approval of Township Board Minutes
 - 1. Regular Meeting Minutes of 11/09/05.
 - 2. Special Meeting Minutes of 11/16/05.
- b. Receive and File Various Meeting Minutes
 - 1. Planning Commission Regular Meeting Minutes of 10/3/05 and 11/7/05.
- c. Receive and File Communications
 - 1. Letter from Manager Cravens re: - Mr. Stephen Channer-Garbage and Waste Collection in Cascade Township.
 - 2. Letter from Edward J. Dupke re: - Resignation from the Cascade Library Advisory Board.
- e. Receive and File Various Reports
 - 1. Fire Department Month End Report for October.
- e. Education Requests
 - 1. Treasurer Mary Carpenter – Registration and Lodging for MTA Conference at DeVos Place in Grand Rapids, MI on January 24-27, 2006.

The consent agenda was approved on motion by Trustee Koessel and supported by Trustee Beahan. The motion carried unanimously.

Article 5. Financial Actions

- a. Consider Pay Application No. 1 for Tammarron/Forest Hills Public School Water Main – Dykema Excavators, Inc. Manager Cravens reviewed the request for payment to Dykema Excavators, Inc. Motion to approve payment was made by Trustee Koessel and supported by Trustee Goodyke. The motion carried unanimously by roll call vote.

Article 6 Public Actions

- a. **Public Hearing – re: IFT District and Exemption Certificate for Best Metal Products.**

Motion by Clerk Goodyke and supported by Trustee Koessel to open the public hearing. The motion carried unanimously. Senior Appraiser, Roger McCarty reviewed the request for the IFT District and Exemption Certificate for Best Metal Products. Best Metal Products has applied for an abatement for a new addition to be located at 3570 Raleigh Dr. S.E. The project is for real and personal property consisting of a 10,080 sq. ft. addition and personal property. Presently they have 129 employees and with this project 15 jobs will be created. Emily Faasse from Best Metal Products, Inc. was present for questions. Discussion followed. Motion by Trustee Beahan and supported by Treasurer Carpenter to close the public hearing. Motion carried unanimously.

Article 7. Public Comments (None)

Article 8. Unfinished Business (None)

Article 9. New Business

- 097-2005 Consider Approval of IFT District and Exemption Certificate for Best Metal Products.**

Motion by Trustee Koessel and supported by Treasurer Carpenter to approve the IFT District and Exemption Certificate for Best Metal Products. Motion carried unanimously by roll call vote.

- 098-2005 Consider Approval of 2006 Meeting Schedule.**

Manager Cravens reviewed the 2006 Meeting Schedule. Discussion followed. Motion by Clerk Goodyke and supported by Trustee Parrish to approve the 2006 Meeting Schedule. Motion carried unanimously.

- 099-2005 Consider Approval of Petition and Resolution for the Establishment of the Forest Drain.**

Planning Director Peterson reviewed the petition and Resolution. Peterson explained the resolution and petition are needed in order for the Kent County Drain Commission to set up an assessment district for what is known as the proposed Forest Drain and also to show the residents that the project is still moving forward. Discussion followed. Motion by Clerk Goodyke and supported by Trustee Parrish to approve the petition and Resolution for the

Establishment of the Forest Drain. Motion carried unanimously by roll call vote.

100-2005 Consider Maintenance & Snowplowing Services Contract with Everett's Landscape Management Inc.

Manager Cravens submitted the recommendation that a significant portion of the duties once conducted by the Building & Grounds Department be out-sourced to a private vendor. The subcommittee reviewed a proposal from Everett's Landscape Management Inc. that came in slightly below our current costs and recommends the Board accept a one year service Contract with them. The cost for these services in 2006 is \$66,420. Discussion followed. Motion by Treasurer Carpenter and supported by Clerk Goodyke to award the Maintenance & Snowplowing Services Contract to Everett's Landscape Management Inc. for \$66,420. Motion carried unanimously.

101-2005 Consider Resolution Adopting a Social Security Number Privacy Policy.

Manager Cravens stated that on March 1, 2005, the Michigan Social Security Number Privacy Act, Public Act 454 of 2004 (MCL 445.81 *et seq*) took effect. This Act prohibits many uses of entire Social Security numbers and requires that policies be adopted to ensure that all uses are lawful and confidential. Beginning January 1, 2006, each township board within the State must have adopted a Social Security number privacy policy to protect the confidentiality of all Social Security numbers obtained by the Township. Motion by Trustee Koessel and supported by Treasurer Carpenter to approve the Resolution adopting a Social Security Number Privacy Policy. Motion carried unanimously.

102-2005 Discussion regarding Cascade Township Mandating a Waste Hauler throughout the Township.

Supervisor Julien stated that the responses from the residents and neighborhood associations were pretty straight forward in saying they wanted to be able to choose their own trash haulers. Discussion followed.

103-2005 Consider Using Funds from the Improvement Revolving Fund (IRF) to Buy Down the 2006 Sewer Rate Increase.

Manager Cravens stated that under the proposed 2006 sewer rates, Cascade Township sewer customers would receive a 29.7 percent rate increase. This increase is significantly larger than past rate increases to township sewer customers. The primary reason for the increase was due to the failure of the Shagbark/Thornapple lift station, on December 31, 2004. Manager Cravens has asked officials at the City of Grand Rapids if there was the opportunity for Cascade Charter Township to buy down the rate so that sewer customers would not be so severely impacted. Manager Cravens

asked if they could provide him with rate and cost analysis showing how much it would cost if the Township (through the Improvement Revolving Fund (IRF)) to buy down the rates in increments of 5 percent. Manager Cravens received the information and submitted it to the Board. Given the forecasted fund balance at the end of 2005, it is feasible for the Township to buy down the rates by 14.68 percent at a cost of \$180,000. This buy down should not negatively impact the overall financial health of the IRF. The IRF derives its monies from connection and front footage fees from utility customers. Discussion followed. Supervisor Julien recommended the Township cut the increase (29.7%) in half to 14.85 percent. Motion by Trustee Koessel and supported by Clerk Goodyke to approve the using of funds from the Improvement Revolving Fund (IRF) to buy down the 2006 Sewer Rate Increase by the dollars necessary to cut the increase from 29.7 percent to 14.85 percent. Motion carried unanimously. Trustee Beahan asked if there was any way we could inform our residents of what the Township was doing. (i.e., an article in our newsletter, news release, etc) Manager Cravens stated he would report back to the Board.

Article 10. Manager's Comments

Township Manager Cravens submitted the following items for Manager Comments:

- New Street Lights being installed on 28th St. Discussion followed.

Article 11. Board Member Comments

Trustee Currier made a comment on the article in the Advance Newspaper regarding the Fire Department.

Clerk Goodyke stated the Library was coming along on schedule.

Treasurer Carpenter stated an error had been made on a Resolution that had been approved at the last Board Meeting regarding the 2005 Tax Roll. Treasurer Carpenter asked that the original Resolution 58-2005 be rescinded and the correction be made regarding the dollar figure for the delinquent water and sewer usage. Motion by Trustee Beahan and supported by Clerk Goodyke to rescind Resolution 58-2005. Motion carried unanimously. Motion by Trustee Beahan and supported by Clerk Goodyke to approve the Resolution to warrant to the 2005 Tax Roll the Hydrant Roll, the Street Lighting Roll, the Delinquent Sewer and Water Assessments, and the Delinquent Sewer and Water Usages. Motion carried unanimously.

Treasurer Carpenter also asked that a street light at 36th and Thornapple River Rd. be requested from the Kent County Road Commission.

Manager Cravens stated that a survey was in process.

Trustee Beahan reported on the following:

- The Open Space Group had a very productive meeting and thanked Clerk Goodyke for all his help and information.
- Cascade Community Foundation Directory will be out in a month or so.

- The underpass is open on 36th to 48th St.

Supervisor Julien asked if the Township had credit cards. Manager Cravens stated that just the Department Heads had credit cards. Treasurer Carpenter stated that the credit cards allowed us to be exempt from sales tax.

Article 12. Adjournment

Motion by Trustee Parrish and supported by Trustee Beahan to adjourn.
Motion carried unanimously.

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Ron Goodyke, Clerk

Michael R. Julien, Supervisor