

**SAUGATUCK TOWNSHIP
BOARD MEETING
MAY 5, 2004**

A regular meeting of the Saugatuck Township Board was held on May 5, 2004 at the Township Hall. The meeting was called to order by Supervisor Gudith, and led in the Pledge of Allegiance at 7:00 p.m.

Present: Henry Gudith, Jane Wright, Pat Knikelbine, Dan Shanahan, and Chris Roerig.

Absent: None.

AUDIENCE

Roerig offered a resolution of recognition for Laurie Collins, present in the audience, for her management of the township dog park construction. Resolution was offered by Roerig and supported by Shanahan with the following roll call vote: Shanahan-woof, Knikelbine-woof, Gudith-woof, Wright-woof, Roerig-woof. Resolution declared adopted 5 yeas to 0 nays. Collins updated all present with the progress to date, stating a grand opening target date of May 23rd. Roerig recognized other members of the dog park committee as Kelly Johnson, Alexa Urquhart, Diane Christenson, and Bob Collins.

ADDITIONS TO AGENDA

None.

MINUTES

Motion by Gudith/Knikelbine to approve the April 7, 2004 minutes as presented. Carried unanimously. Motion by Gudith/Shanahan to approve the April 21, 2004 special meeting minutes as presented. Carried unanimously.

BILLS

Wright asked to add 4 bills that came in after packets were sent. **Motion by Wright/Gudith to accept general fund, cemetery fund, and sewer debt bills in the amount of \$5,811.82.** Knikelbine asked for verification of a "paying agent fee". Wright explained it is a semi-annual bill required by the bank that holds the sewer bond. Motion to pay the bills carried unanimously.

CORRESPONDENCE

- A. Saugatuck Woods, Request for Street Light. Board discussed procedures and costs for adding lights to major streets in the township. **Motion by Roerig/Knikelbine to install one street light on Blue Star Highway by Saugatuck Woods/Krupka Blueberries at a cost of \$100 for installation and \$10.40 per month.** Shanahan verified the light would be located over Blue Star Highway and not within the subdivision. Motion carried unanimously.

UNFINISHED BUSINESS

- A. Air Boats. Board discussed the activity during the last carp shoot. Gudith stated Hacklanders boat launch utilized by the bow hunters is a historical site. General discussion took place.
- B. Group Insurance Policy Eligibility Requirements. Board discussed possible changes to the current policy requiring paid health insurance for retirees. Roerig requested to have written criteria establishing who qualifies as a retiree for the next meeting.

NEW BUSINESS

- A. BS&A Delinquent Personal Property Software. Wright explained that Treasurer Knikelbine must track delinquent personal property bills manually and software is available for \$995 that would link to her current tax program and track outstanding personal property automatically. **Motion by Roerig/Wright to**

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purchase delinquent personal property computer software module for \$995. Board discussed funds available in the contingency expense account and productivity improvement the module would bring. Roerig called the question and the motion passed unanimously.

- B. BS&A PRD Web Application. Board discussed the computer program that will allow individuals to look up tax information themselves through the web site, noting the benefit would be realized by residents, mortgage and title companies as well as relief of office staff. Board talked about the expense of \$8,490 and compared it to the benefit that would be provided to the taxpayers. Roerig stated that anytime the township can improve service to the taxpayers we should do it. **Motion by Shanahan/Gudith to approve the purchase of the BS&A PRD web application computer software module for \$8,490.** Motion carried unanimously.
- C. MAMC Annual Conference. Wright asked for approval to attend the annual clerk's educational conference in Battle Creek. **Motion by Roerig/Gudith to approve Clerk Wright's attendance at the MAMC educational conference and cover the appropriate expenses.** Motion carried unanimously.
- D. Planning Commission/ZBA Appointments. Gudith explained there are two individuals, Scott Phelps and Lissa Smith, whose terms expire on 6/30/04 and recommended appointing Dan Marczuk and Jim Hanson to replace them. Marczuk and Hanson were present in the audience and discussed responsibilities of the positions with the Board. Additional discussion took place as to who would serve on both the ZBA and Planning Commission. **Motion by Wright/Knikelbine to appoint Dan Marczuk and Jim Hanson to the Planning Commission for a term of 7/1/2004 – 6/30/2007 and to appoint Dan Marczuk to the ZBA for the same term, as recommended by the Supervisor.** Roerig complimented the individuals for their interest to serve and their exceptional qualifications. Gudith stated he would write letters to Phelps and Smith thanking them for their years of service. Motion to appoint carried unanimously.

COMMITTEE REPORTS

- A. Planning Commission. No report.
- B. Road Commission. No report.
- C. Interurban. No report.
- D. Fire Authority. Wright informed public of a special meeting to be held at the fire barn on Wednesday, May 12th, 2004 at 7:30 p.m. She stated the purpose of the meeting is to present the Board and Commissions with the requested 2004/2005 fire budget, adding the budget is based on the same millage rate as current year of 1.4531 mills. Board noted the need to vote on the budget during our June 2nd meeting and will request our representative to be present.
- E. Web Site/Newsletter Update. Roerig reported the wireless internet service is still being worked on. Newsletter has been prepared for mailing in the summer tax bills.

AUDIENCE

Garrett Sturris asked who gets notified by mail of zoning variance requests, Wright replied residents within 300' of the request.

There being no further business, **Motion by Gudith/Shanahan to adjourn at 8:32 p.m.** Motion carried unanimously.

Jane Wright, CMC
Township Clerk