

PRAIRIE RONDE TOWNSHIP
REGULAR MEETING MINUTES

Tuesday August 11, 2020

- I. Call to Order
- II. Welcome and Introductions: Supervisor Swiat welcomed Leonard Griffin.
- III. Pledge of Allegiance.
- IV. Roll Call: Supervisor Thomas L. Swiat, Jr., Clerk Dale L. Smith, Treasurer Sarah E. Lott, Trustee Michael J. Tomlinson and Trustee John M. Chapin present.
- V. Changes To and Approval of the Agenda: **Motion by Trustee Tomlinson to approve the Agenda. Seconded by Trustee Chapin. Carried all in Favor.**
- VI. Approval of the Minutes for July 14, 2020: **Motion by Trustee Chapin to approve the July 14, 2020 Meeting minutes with amendments. Seconded by Clerk Smith. All in Favor.**
- VII. Citizens Comments on Non Agenda Items (3 MINUTE LIMIT PER PERSON): Sexton Griffin told the board there were not many plots left within Harrison Cemetery and questioned whether the Township should raise non-resident cemetery grave site fees.
- VIII. Sheriff's Report (Quarterly): No discussion or questions ensued at the meeting.
- IX. Approval of the Consent Agenda: **Motion by Trustee Tomlinson to approve Consent Agenda, seconded by Treasurer Smith. Carried-all in favor.**
- X. Unfinished Business
 - A. Budget Adjustments: None
 - B. Township Hall: Progress on construction is on schedule and next phase request for payment has been submitted by builder.
 - C. Roads: Chip seal performed as scheduled.
 - D. County Affordable Housing: Kalamazoo County will be seeking an increase in the millage for Affordable Housing initiatives upon expiration of current millage.
 - E. Land Division and Driveway Permitting: The Road Commission of Kalamazoo County will now be requiring all proposed Land Divisions to have a 'Driveway Access Determination' review prior to the completion of the land division.
 - F. HHW Contract: Amended Contract has been fully executed for 2020.
 - G. Other: None.
- XI. New Business
 - A. KCSB Loan: The construction loan contracts with Kalamazoo County State Bank have been executed for the new Hall and the first disbursement to the contractor has been made.
 - B. Elections: Clerk Smith informed the Board that there were a record number of absentee ballots, for the Township issued and turnout was high for the August 4th primary election.
 - C. Well: The well for the New Township had to be drilled 100' deeper than the 70' originally quoted. The additional cost will be charged to the construction contract's contingency fund.
 - D. Ferrell Gas Tank Installation: The propane tank from Ferrell Gas has been delivered but the ground was too wet to set it in place.

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- E. Moving Into New Hall: Motion by Trustee Chapin to contract a moving company to move the contents of the Township Hall into the new Township Hall, seconded by Clerk Smith. Carried-all in favor.
 - F. Land Division Application and Fee Increase Approval: Motion by Trustee Chapin to approve language adding the new 'Driveway Access Determination' requirement and a \$50.00 increase in Land Division Fees, seconded by Treasurer Smith. Carried-all in favor.
 - G. Web Site Update and Training: Motion by Trustee Chapin to ask Supervisor Swiat to seek a proposal of the cost for Geek Genius for work to update the Township website and to begin the coordination of website training for the Clerk, seconded by Trustee Tomlinson. Carried-all in favor.
 - H. IT in New Building: Since the Construction Contract does not include Electronics and Internet, the Board asked Supervisor Swiat to work out the proper installation of these items with Elite Construction and possibly Kerwin Electric.
 - I. Appraisal on the Old Township Hall: Supervisor was asked to seek estimates to produce an appraisal on the old Township Hall building so that it may be sold.
 - J. Other: None.
- XII. Board Members & Employee's Comments: No comments
- XIII. ADJOURNMENT: Meeting adjourned at 7:47 PM.

Next Regular Meeting Tuesday September 8, 2020 @ 7 P.M.

ESTABLISHED APRIL 4, 1836

Respectfully submitted,

Dale L. Smith
Prairie Ronde Township
Clerk