

Minutes  
Robinson Township Board of Trustees  
February 8, 2017 Regular Meeting  
12010 120<sup>th</sup> Ave, Grand Haven MI 49417

Present: Kuck, Hayward, Saddler, Berens, Vugteveen

Absent: none

Also present: Attorney Ron Bultje, seven members of the public

The meeting was called to order at 7:40 p.m. Berens gave an invocation followed by the Pledge of Allegiance.

Vugteveen made a motion seconded by Berens to approve the January 11, 2017 minutes as presented. Motion carried.

Hayward made a motion seconded by Berens to approve the agenda. Motion carried.

Supervisor Kuck relayed that: The redo on the Board room is almost done. The Board is continuing to learn about medical marijuana and dispensaries. It is almost budget time.

Commissioner Greg DeJong was absent.

Berens made a motion seconded by Vugteveen to correct a typographical error on Resolution 2016-11-13 number 3 making it \$23,626.66 to \$23,626.56 and \$46,373.34 to \$46,373.44. Motion carried.

Vugteveen made a motion seconded by Berens to eliminate the designation of 10% of the year end savings post audit for the building project. Motion carried.

Berens made a motion seconded by Vugteveen to set the schedule for the regular Board of Trustees meetings for the next fiscal year, April 2017-March 2018 to be the second Wednesday of the month at 7:30 pm.

Berens made a motion seconded by Hayward to set the date for the Township Cleanup Day for April 15, 2017 from 8:00 am – Noon. Motion carried. Paul VanVelzen was directed to check with John May and Chuck Sibley for availability to work.

Discussion was held regarding the upcoming conference scheduled for March 9<sup>th</sup> at the Ottawa County Fillmore Complex on Marijuana Dispensaries-Legal updates & how it impacts your community. Several board members will be attending with no additional compensation.

Kuck made a motion seconded by Berens to remove the verbiage on the Accessory Building Before Principal Dwelling Security Deposit Agreement form that states the “the security deposit may be refunded to the applicant at the time rough-in of the primary building is completed”. Motion carried.

Vugteveen made a motion seconded by Berens to refund Barry Haveman the security deposit made for his accessory building before principal dwelling based on the fact that he has an approved rough-in inspection for building, electrical, plumbing and heating and is making steady progress. Roll call vote was taken with all members voting yes. Motion carried.

Vugteveen made a motion seconded by Hayward the change the verbiage on the forms for the following applications where it refers to “Application Review and Deadline” to now say to “See Planning/Zoning Application Process”:

Request for Earth Change A

Request for Earth Change B

Planned Unit Development Application Clustered Residential Use

Planned Unit Development Application Non-Clustered Residential Use  
Planned Unit Development Application Recreational Use  
Site Plan Review Application  
Special Use Permit Application  
Variance Request

And for the planning/zoning application process to be:

1. Applicant submits 3 sets of applications and all required documents along with application fee.
2. Robinson Township staff will take 5-7 working days to review application and required documents for accuracy and completeness.
3. A summary of the review will be provided to the applicant in writing.
4. If the summary determines that the application is complete and accurate, applicant will move to step 5. If deficiencies exist, applicant fixes the deficiencies in the application and returns to step 1 with no additional application fee required.
5. Applicant submits appropriate number of completed and approved sets of documents for the Board/Commission along with required escrow. Complete, approved documents must be received a minimum of twenty-one (21) calendar days prior to a meeting to be considered.

Motion carried.

Saddler made a motion seconded by Hayward to adopt Resolution 2017-02-01 Supervisor's Compensation Resolution setting the annual salary at \$23,000 with \$100/per non statutory meeting for the Supervisor beginning April 1, 2017. Roll call vote was held with all members voting yes. Motion carried.

Hayward made a motion seconded by Berens to adopt Resolution 2017-02-02 Clerk's Compensation Resolution setting the annual salary at \$23,000 with \$100/per non statutory meeting for the Clerk beginning April 1, 2017. Roll call vote was held with all members voting yes. Motion carried.

Berens made a motion seconded by Saddler to adopt Resolution 2017-02-03 Treasurer's Compensation Resolution setting the annual salary at \$23,000 with \$100/per non statutory meeting for the Treasurer beginning April 1, 2017. Roll call vote was held with all members voting yes. Motion carried.

Kuck made a motion seconded by Saddler to adopt Resolution 2017-02-04 Trustees' Compensation Resolution setting the rate of \$100/per meeting for the Trustees for both Township Board meetings and other Township related meetings beginning April 1, 2017. Roll call vote was held with all members voting yes. Motion carried.

Kuck made a motion seconded by Vugteveen to set March 6, 2017 at 2:00 pm for the budget workshop and March 29, 2017 at 7:30 pm for the Budget Public Hearing meeting. Motion carried.

Discussion was held regarding the Public Officials Conference being held at the Ottawa County Fillmore Complex on March 15<sup>th</sup> from 8:00 am-12:30 pm.

Discussion was held regarding road brining options. Further information will be obtained.

Discussion was held regarding the money issued by insurance companies after a fire that should be sent to the Township to ensure clean up of the site occurs.

The Burn Ordinance Review Subcommittee had met and reviewed the complaints that had been filed. Their conclusion was that all of the concerns stated are adequately addressed within the current burn ordinance and no changes were recommended. It was determined that the algae bloom that had occurred was due to a perfect storm of circumstances that fed the bloom.

Vugteveen made a motion seconded by Hayward to pay the members of the Burn Ordinance Review Subcommittee a one-time compensation of \$50 each. Roll call vote was held with all members voting yes. Motion carried.

Discussion was held regarding sending a notice to those with grandfathered non conforming use permits of upcoming expiration of their permits. Although not required to send notice it would be proactive to do so.

Discussion was held regarding cell phone usage in the office. The personnel policy will be reviewed.

Discussion was held regarding NORA. The survey results are in but have not been disseminated.

The following reports have been submitted: Ambulance Oversight Committee, Fire Department and the Annual Loutit Library Report.

Vugteveen made a motion seconded by Berens to pay the bills. Motion carried.

Vugteveen made a motion seconded by Berens to adjourn at 9:25 pm. Motion carried.

Respectfully submitted,

Christine Saddler  
Robinson Township Clerk