

THE CHARTER TOWNSHIP OF COOPER
Township Board Meeting
March 11, 2019

The regular meeting of the Cooper Charter Township Board was held, on Monday, March 11, 2019 at the Cooper Charter Township Hall, 1590 West D. Avenue, Kalamazoo MI.

MEMBERS PRESENT:

Supervisor, Jeff Sorensen
Treasurer, Carol DeHaan
Clerk, DeAnna Janssen
Trustee, Jim Frederick
Trustee, Fred Vlietstra
Trustee, Brenda Buiskool – arrived at 7:05pm
Trustee, Bob Schiedel

MEMBERS ABSENT:

None

Also present was Chief Emig and approximately 8 interested people. Supervisor Sorensen called the meeting to order at 7:00 pm and all joined in the Pledge of Allegiance.

CONSENT AGENDA:

Items on the consent agenda were:

- a. Minutes of February 11, 2019 Meeting
- b. January Treasurers Report
- c. February Receipts and Disbursements Report

The board and citizens were asked if they wanted any items removed from the consent agenda. Motion by Frederick, supported by DeHaan to approve the consent agenda as written. Motion carried 6-0.

ADDITIONS OR DELETIONS TO AGENDA:

Motion by Vlietstra, supported by Schiedel to approve the agenda as written. Motion carried 6-0.

CITIZEN COMMENTS ON NON-AGENDA ITEMS: There were none.

FIRE DEPARTMENT REPORTS:

- a. Chiefs Report
- b. Assistant Chiefs Report

Motion by Janssen, supported by Vlietstra to accept these reports. Motion carried 6-0.

AMENDMENTS TO THE 2018/2019 FISCAL YEAR BUDGET:

Motion by Schiedel, supported by Frederick to approve the amendments to the 2018/2019 Fiscal Year Budget. Motion carried 7-0.

APPOINT THE FIRM OF SIEGFRIED CRANDALL AS TOWNSHIP AUDITORS FOR FISCAL YEAR 2019/2020.

Motion by Schiedel, supported by DeHaan to approve the appointment. Motion carried 7-0.

APPOINT PREIN & NEWHOFF AS TOWNSHIP ENGINEERS FOR THE FISCAL YEAR 2019/2020.

Motion by Vlietstra, supported by Janssen to approve the appointment. Motion carried 7-0.

APPOINT WIGHTMAN & ASSOCIATES ENGINEERING AS ALTERNATE TOWNSHIP ENGINEERS ON SPECIAL PROJECTS FOR 2019/2020 FISCAL YEAR.

Motion by Frederick, supported by Buiskool to approve the appointment. Motion carried 7-0.

APPOINT RUSS WICKLUND, A.I.C.P AS TOWNSHIP ZONING COORDINATOR FOR THE 2019/2020 FISCAL YEAR.

Motion by Schiedel, supported by Vlietstra to approve the appointment. Motion carried 7-0.

APPOINT MIKE HOMIER OF FOSTER SWIFT AS TOWNSHIP ATTORNEY WITH ROXANNE SEEGER OF BAUCKHAM, SPARKS, ROLFE, LOHRSTORFER & THALL, P.C. AS ORDINANCE ENFORCEMENT COUNSEL FOR THE 2019/2020 FISCAL YEAR.

Motion by Vlietstra, supported by Buiskool to approve the appointment. Motion carried 7-0.

ADOPT MEETING SCHEDULE FOR THE 2019/2020 FISCAL YEAR.

Motion by Frederick, supported by DeHaan to adopt the 2019/2020 Meeting Schedule as presented. Motion carried 7-0.

ADOPT FEE SCHEDULE FOR THE 2019/2020 FISCAL YEAR.

Motion by Buiskool, supported by Vlietstra to adopt the 2019/2020 Fee Schedule as presented. Motion carried 7-0.

DESIGNATE CHEMICAL BANK; PRIVATE BANK; FLAGSTAR BANK; ADVIA CREDIT UNION; MERCANTILE BANK; PNC; COMERICA; CONSUMERS CREDIT UNION; MULTI-BANK SECURITIES; FIFTH-THIRD BANK; HUNTINGTON BANK; FND OF MICHIGAN AND ANY OTHER FDIC INSURED INSTITUTIONS AS DEPOSITORIES OF TOWNSHIP FUNDS FOR 2019/2020 FISCAL YEAR.

Motion by Janssen, supported by Buiskool to approve these institutions for the 2019/2020 Fiscal Year. Motion carried 7-0.

HOURLY WAGE AND PER DIEM FOR FISCAL YEAR 2019/2020.

Motion by DeHaan, supported by Schiedel to approve the hourly wage and per diems for Fiscal Year 2019/2020.

Motion carried 7-0.

APPROVAL OF TRAINING COST REIMBURSEMENT AGREEMENT.

Motion by Janssen, supported by Vlietstra to approve the agreement. Motion carried 7-0.

MOTION TO ALLOW THE SUPERVISOR, CLERK, AND TREASURER TO ABSTAIN FROM VOTING ON THEIR INDIVIDUAL SALARIES.

Motion by Frederick, supported by Vlietstra to allow the supervisor, clerk, and treasurer to abstain. Motion carried 7-0.

RESOLUTION NO. 19-137 TO ESTABLISH TOWNSHIP TREASURER'S SALARY AT \$58,952.00 FOR FISCAL YEAR 2019/2020:

Motion by Janssen, supported by Buiskool to Adopt Resolution 19-137.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, Schiedel, Buiskool

No: none

Absent: none

Abstain: DeHaan
Motion carried 6-0.

RESOLUTION NO. 19-138 TO ESTABLISH TOWNSHIP CLERK'S SALARY AT \$58,952.00 FOR FISCAL YEAR 2019/2020:

Motion by DeHaan, supported by Vlietstra to Adopt Resolution 19-138.

Roll Call Vote:

Yes: Vlietstra, Frederick, Sorensen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Abstain: Janssen

Motion carried 6-0.

RESOLUTION NO. 19-139 TO ESTABLISH TOWNSHIP SUPERVISOR'S SALARY AT \$58,952.00 FOR FISCAL YEAR 2019/2020:

Motion by Vlietstra, supported by Frederick to Adopt Resolution 19-139.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Abstain: Sorensen

Motion carried 6-0.

CONSIDER APPROVING TOWNSHIP INSURANCE BINDERS FOR 2019/2020 FISCAL YEAR.

Motion by Frederick, supported by Buiskool to approve binders. Motion carried 7-0.

CONSIDER RESOLUTION NO. 19-140 PROPERTY TAX EXEMPTION APPLICATION:

Motion by DeHaan, supported by Frederick to Adopt Resolution 19-140.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Motion carried 7-0.

CONSIDER RESOLUTION NO. 19-141 ALLOWING A QUALIFIED PROPERTY OWNER TO FILE A WRITTEN REQUEST WITH THE JULY OR DECEMBER BOARD OF REVIEW TO CLAIM A PRINCIPLE RESIDENCE EXEMPTION:

Motion by Janssen, supported by Vlietstra to Adopt Resolution 19-141.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Motion carried 7-0.

DISCUSS ADOPTION OF UPDATED EMPLOYMENT HANDBOOK:

Motion by Frederick, supported by Janssen to adopt the 2019 updated Employment Handbook. Motion carried 7-0.

CONSIDER MERS HEALTH CARE SAVINGS PROGRAM UNIFORM RESOLUTION AND PARTICIPATION AGREEMENT:

Motion by Frederick, supported by Buiskool to Adopt the MERS Health Care Savings Program Uniform Resolution and Participation Agreement.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Motion carried 7-0.

CONSIDER RESOLUTION ESTABLISHING AUTHORIZED SIGNATORIES FOR MERS CONTRACTS AND SERVICE CREDIT PURCHASE APPROVALS:

Motion by Schiedel, supported by Vlietstra to Adopt the Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Motion carried 7-0.

CONSIDER RESOLUTION NO. 19-142 ADOPTING THE FIRST AMENDMENT TO THE COOPER TOWNSHIP HEALTH REIMBURSEMENT ARRANGEMENT PLAN FOR RETIREES:

Motion by DeHaan, supported by Vlietstra to Adopt Resolution 19-142 using Version 2 of the First Amendment to the Cooper Township Health Reimbursement Arrangement Plan for Retirees. Version 2, among other changes, clarifies that the plan will continue to terminate on the date with which the Retiree dies.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Motion carried 7-0.

CONSIDER RESOLUTION NO. 19-142 ALLOWING A SECTION 115 RETIREE HEALTH CARE FUND TRUST WITHDRAWAL TO FUND THE NEW HEALTH CARE SAVINGS PROGRAM FOR CURRENT EMPLOYEES:

Motion by Vlietstra, supported by Schiedel to Adopt Resolution 19-142.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Schiedel, Buiskool

No: none

Absent: none

Motion carried 7-0.

TRUSTEE COMMENTS:

There being no further business to come before the board, the meeting was adjourned at 8:10 pm.

DeAnna Janssen, Clerk

Attested by: Jeff R. Sorensen, Supervisor

I, the undersigned DeAnna Janssen, the duly qualified and elected Clerk for the Charter Township of Cooper, Kalamazoo County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular board meeting held on the 11th day of March 2019.

DeAnna Janssen, Clerk
Cooper Charter Township