

MINUTES
REGULAR BOARD MEETING
SILVER CREEK TOWNSHIP
July 10, 2019

Regular Meeting called to order 7:00 PM by Supervisor Saunders

Flag Ceremony

Roll Call – Present: Trustee Glynn, Trustee Zuhl, Supervisor Saunders , Clerk Behnke, Treasurer Kuriata

Approval of Agenda –Clerk Behnke – 3 items came in after the agenda was prepared: the report from Indiana Lake Vol. Fire Department; a request for a charitable gaming license for the Eli Strong Foundation (requires a resolution) and the purchase of a used fire safe. Motion to approve the agenda with these additions by Trustee Glynn, seconded by Treasurer Kuriata. Motion passed unanimously by voice vote.

Call for public comment – 7 present – Linda Alexander from the Eli Strong Foundation is having a fund raising raffle, the proceeds go to families with pediatric cancer and they need a resolution from this board to send in to the stated for their gaming license. Their event is scheduled for August 24, 2019 at Indian Lake Golf course and there is a form for the clerk to complete.

Minutes of the June 12, 2019 regular meeting – motion to approve by Treasurer Kuriata, seconded by Supervisor Saunders. Motion passed unanimously by voice vote.

Approval of Bills and Claims – Motion by Clerk Behnke, seconded by Trustee Glynn.
Roll call vote: Yes (5) Trustee Zuhl, Supervisor Saunders, Clerk Behnke, Treasurer Kuriata, Trustee Glynn.

No (0)
Abstain (0) – motion carried

Reading of Communications - none

Health and Safety Services Reports

Police Report – 29 comp.; 5 assists; 35 prop. inspect.; 6 liquor insp/0 viol;

Blight – 2 new complaints-1 resolved; 22 new weed ordinance complaints-10 resolved

Fire Report

Indian Lakes –8 calls; 7-in Silver Creek Township; 1- Pokagon

Sister Lakes-5 in Silver Creek Township; 2 in Keeler; 4 Bainbridge

Ambulance Report- 19 total calls, avg resp; 9:18; Priority 1-5; Priority 2-13; Priority 3 -1

Building/Zoning Inspector's Report – building & demo permits

Permits: Building-11; Demo 1; ZC-10; Mechanical 8; Plumbing 7; Electrical 8

Zoning Appeals Board Report – Trustee Glynn – next meeting 7/17/19

Planning Commission Report – Trustee Zuhl - last meeting is 6/26 – next meeting is 7/24/19 at 7pm to discuss 155.053 (b) nonconforming lot setback.

Treasurer's Report – General Fund Balance \$122,162.03; Indian Lake Sewer \$239,340.38

Operational Reports

Indian Lake Sewer – nothing new

Sister Lakes Area Sewer – nothing new

Parks & Recreation – Trustee Glynn noted they are moving dirt on the football field at Russom Park and the next meeting is Tuesday July 16, 2019 at 7pm - Clerk Behnke noted we have received at least 75 responses so far to the parks/rec survey. Also, due to mechanical issues, the surveys did not have return postage.

Public Safety Committee – Chief Grice – they met 7/9/19

OLD BUSINESS

Solar Energy Systems (Ord 19-01) - sent in for codification per last meeting and it has not come back yet. It has not been passed and the codification company suggests we pass it first so we don't pay extra for any changes. Discussion. Trustee Glynn noted the ordinance is incomplete and needs to be broken down for individual districts; and permitted or special uses are not listed.

Motion by Treasurer Kuriata to put the codification on hold at this time; seconded by Supervisor Saunders.

Roll call vote: Yes (5) Supervisor Saunders, Clerk Behnke, Treasurer Kuriata Trustee Glynn, Trustee Zuhl,

No (0)

Abstain (0) – motion carried

Motion to by Trustee Glynn to send the Solar ordinance to our attorney along with the suggestion list by Trustee Glynn and to set up a meeting between the attorney and the Planning Commission so they can complete the ordinance; seconded by Trustee Zuhl.

Roll call vote: Yes (5) Clerk Behnke, Treasurer Kuriata, Trustee Glynn, Trustee Zuhl, Supervisor Saunders .

No (0)

Abstain (0) – motion carried

NEW BUSINESS

Condemnation at 28622 Wilson Drive (Dowagiac) – Administrator Herter presented photos taken on June 5, 2019 when he and the blight officer went to this property. On June 12, 2019, Administrator Herter sent a letter to the property owners notifying them the property and buildings (prop tax ID: 14-130-320-014-01) has been condemned by Silver Creek Township. They have 30 days to respond and have not done so yet and he is seeking direction from the board. At the recommendation of Administrator Herter, the board agreed to send this information to our attorney and see what she recommends or if she will write a letter to them.

Zeiler Property - 14-130-005-024-02 – Motion by Supervisor Saunders to purchase the Zeiler Property (next to and behind the Silver Creek Township property) for the sum of \$65,000 going to Mr. Zeiler and we any survey and closing costs. This includes an area 150 feet deep and 690 feet long behind the Silver Creek Township building property. The funds would come out of the Parks/Rec fund and could be used to build a gazebo or playground area for our local residents. Seconded by Trustee Glynn. Discussion.

Roll call vote: Yes (4) Treasurer Kuriata, Trustee Glynn, Supervisor Saunders, Clerk Behnke .
No (1) Trustee Zuhl
Abstain (0) – motion carried

Motion to cap the property payment to Zeiler at \$65,000 (the currently assessed price) and to approve \$5,000.00 more to cover any closing costs. Seconded by Supervisor Saunders.

Roll call vote: Yes (4) Trustee Glynn, Supervisor Saunders, Clerk Behnke, Treasurer Kuriata
No (1) Trustee Zuhl
Abstain (0) – motion carried

Motion to purchase a used Fire file cabinet by Treasurer Kuriata, seconded by Supervisor Saunders. Discussion.

Roll call vote: Yes (5) Trustee Zuhl, Supervisor Saunders, Clerk Behnke, Treasurer Kuriata, Trustee Glynn
No (0)
Abstain (0) – motion carried

CPR class – the Deputy Clerk is interested in putting together a CPR class that includes CPR on infants/children. Indian Lake Volunteer Fire Department Chief noted they are planning at two free CPR classes.

Resolution 19-18; this resolution summarizes the change approved and passed by the Silver Creek Township Board at their regular June 12, 2019 meeting to reduce the amount charged on parcel #14-130-031-084-00 to \$522.06 as listed in the INN-D-INN Improvement SAD. This motion identifies Resolution 19-18 as an amendment to Resolution 19-16. Motion brought by Supervisor Saunders, seconded by Treasurer Kuriata.

Roll call vote: Yes (5) Trustee Zuhl, Supervisor Saunders, Clerk Behnke, Treasurer Kuriata, Trustee Glynn
No (0)
Abstain (0) – motion carried

Computer updates – Quickbooks updates – need a IT/IS person who is available during township hours – discussion – do we need a rfp process – we are using accounting consultants for quickbooks because they are a certified quickbooks pro advisor - Trustee Glynn and Treasurer Kuriata noted Clerk Behnke knows enough to find an IT/IS person for our needs.

Driving Record Review Policy – Clerk Behnke noted this was recommended by our risk management after the last audit. It was noted this is standard as well for all firefighters at ILVFD. Everyone who drives a Silver Creek Township vehicle or drives their personal vehicle for Silver Creek Township business (training, etc) will need to sign this and then there is a free program where we send in our driver information and SOS will notify us of driving infractions and misdemeanor violations. Motion by Clerk Behnke to approve the policy provided by our risk management company; seconded by Treasurer Kuriata. Motion carried by unanimous roll call vote.

Rental Hall (Zoning Ordinance) – Rental Hall ordinance read by Trustee Glynn; Motion by Trustee Glynn to approve the ordinance as written; seconded by Trustee Zuhl. Discussion.

Roll call vote: Yes (5) Clerk Behnke, Treasurer Kuriata, Trustee Glynn, Trustee Zuhl, Supervisor
Saunders

No (0)

Abstain (0) – motion carried

Motion to approve Resolution 19-19 recognizing the Eli Strong Foundation as a non profit organization in their application for a charitable gaming license to sell raffle tickets on August 24, 2019 at their golf outing at Indian Lake Golf Course. Motion by Treasurer Kuriata , seconded by Clerk Behnke.

Roll call vote: Yes (5) Clerk Behnke, Treasurer Kuriata, Trustee Glynn, Trustee Zuhl, Supervisor
Saunders

No (0)

Abstain (0) – motion carried

Public Comment – Chief Grice noted we will still have a CPR class with AED and infant/child CPR here at Silver Creek Township building for officials and lake association leaders who use this building to be familiar with CPR and how to use the AED.

Other Business – none

Meeting adjourned 8:50pm

Prepared by: Clerk Lorri Behnke 7/11/19

To be approved 8/14/19