

**MINUTES SILVER CREEK TOWNSHIP  
REGULAR BOARD MEETING HELD ON APRIL 9, 2014**

The meeting was called to order by Supervisor Bill Saunders at 7:00 p.m. on Wednesday, April 9, 2014. The Pledge of Allegiance to the Flag of the United States of America was led by Treasurer Kuriata.

MEMBERS PRESENT: Supervisor Bill Saunders, Treasurer Maureen Kuriata, Clerk Barbara Runyon, Trustee Joel Moore and Trustee Mike Glynn.

OTHERS PRESENT: Attorney John Magyar.

**APPROVAL OF AGENDA**

Trustee Moore moved, seconded by Trustee Glynn, to approve the April 9, 2014 Silver Creek Township Agenda. Motion carried by voice vote.

**PUBLIC COMMENT**

Representative Dave Pagel gave an update on what's happening in Lansing and answered questions.

Shane Bartel of Signworks demonstrated their LED sign and answered questions.

**APPROVAL OF MINUTES**

Trustee Glynn moved, seconded by Treasurer Kuriata, to approve the Minutes of the Regular Meeting held on March 12, 2014 and the Special Meeting of March 20, 2014. Motion carried by voice vote.

**APPROVAL OF BILLS AND CLAIMS**

Treasurer Kuriata reported the bills and claims for April 9, 2014. Clerk Runyon moved, seconded by Trustee Moore, to approve the following bills and claims in the total amount of \$131,865.82 as follows:

FROM THE GENERAL FUND	\$36,516.20
FROM THE INDIAN LAKE SEWER FUND	\$ 6,896.44
FROM THE PUBLIC SAFETY FUND	\$ 80,638.39
FROM THE BUILDING DEPARTMENT FUND	\$ 4,523.41
FROM THE INDIAN LAKE WEED CONTROL FUND	\$ 37.63
FROM PARKS & RECREATION FUND	\$ 3.75

FROM THE MAGICIAN LAKE WEED CONTROL FUND           \$ 3,250.00

GRAND TOTAL OF DISBURSEMENTS:                       \$131,865.82

The Supervisor requested the Clerk to take roll:

Yes (5)           Supervisor Saunders, Clerk Runyon, Treasurer Kuriata, Trustee Glynn and Trustee Moore.

No (0):           None.

Absent (0):       None.

Motion carried by roll call vote.

**READING OF COMMUNICATION**

No communication reported.

**POLICE REPORT**

Chief Grice reported as follows: 25 complaints, 13 warnings, 9 tickets issued, 1 accident policed, 2 arrests, 3 assisted other policy agency, and 1 assist motorist and pedestrians. Questions followed.

**HEALTH & SERVICE REPORTS**

**Indian Lake Fire Department:** 5 calls, 2 in Silver Creek Township.

**Sister Lakes Fire Department:** 5 calls, 2 in Silver Creek Township.

**Pride Care Ambulance Report:** March - 7 calls with an average response time of 8:00 minutes.

**TOWNSHIP ATTORNEY'S REPORT**

Attorney John Magyar provided the report.

**BUILDING & ZONING INSPECTOR'S REPORT**

Two permits issued with a total building cost of \$13,400.00

## ZONING AND BLIGHT ADMINISTRATOR'S REPORT

No report given.

## APPEALS BOARD REPORT

Bruce Nevins reported that the ZBA approved a variance on March 10, 2014.

## PLANNING/ZONING COMMISSION REPORT

Walt Lehman provided the Planning Commission Report, reporting on the March 5<sup>th</sup> meeting with Steve Czadzeck from Lakeshore Environmental, who gathered information and will report back to the planning commission at their May meeting. He reported that the planning commission is working on a Capital Improvement Plan, and reported that a Public Hearing on the Proposed Silver Creek Township Master Plan will be held on April 25, 2014 at 7:00 p.m.

## STANDING INSPECTORS REPORT

**Electrical Inspector:** Ron Bellaire reported that it was a slow March.

**Plumbing Inspector:** 1 permits.

**Mechanical Inspector:** 2 permits.

**Liquor Inspector:** 5 inspections.

## TREASURER'S REPORT

Treasurer Kuriata reported fund balances as follows:

General Fund	\$448,051.13
Indian Lake Sewer Maintenance Fund	\$178,279.79

## OPERATIONAL REPORTS

**Indian Lake Sewer:** Treasurer Kuriata reported that the generator in lift station #1 is installed and ready. She also advised that quarterly billings went out on April 8th.

**Sister Lakes Area Sewer:** Treasurer Kuriata reported that quarterly billings went out on April 8th.

**Parks & Recreation Committee Report:** Trustee Moore advised that the Parks and Recreation Committee had been meeting on the Silver Creek Township Parks and Recreation Plan and it should be completed and brought before the township board in May. The next Russom Park Board meeting will be on April 15<sup>th</sup> at 7:00 p.m. at the Dowagiac City Hall.

Supervisor Saunders advised that it has been recommended that ADA compliant ultra turf be installed in the Russom Park Playground rather than wood chips. He introduced Jim Humphreys who is on the Russom Park Board and is also the Chief Superintendent for the Elkhart Parks and Recreation Department. Mr. Humphreys explained the difference between the wood chips and the ultra turf and provided samples. It is his recommendation that ultra turf will be the most practical and cost efficient and should be installed. Question and discussion was held.

**MOTION TO APPROVE PURCHASE OF ULTRA TURF**

Trustee Moore moved, seconded by Treasurer Kuriata, to approve the purchase of ultra turf for the Russom Park Playground in an amount not to exceed \$14,000, and to be paid out of the Silver Creek Township Parks and Recreation Fund.

The Supervisor requested the Clerk to take roll:

Yes (5) Clerk Runyon, Treasurer Kuriata, Trustee Glynn, Trustee Moore and Supervisor Saunders.

No (0): None.

Absent (0): None.

Motion carried by roll call vote.

**Public Safety Committee:** Trustee Moore reported a Public Safety Meeting was held on April 15<sup>th</sup> at 7:00 p.m. at the township hall.

**UNFINISHED BUSINESS**

**MOTION TO AWARD KITCHEN RENOVATION BID**

Trustee Glynn moved, seconded by Supervisor Saunders, to award the kitchen renovation bid to Lakeshore Home Builders in the amount of \$11,600.00 and to authorize Supervisor Saunders to sign the contract.

Trustee Glynn explained the bid opening that he and Trustee Moore presided over on April 3<sup>rd</sup> and their reason for this recommendation. Discussion followed.

The Supervisor requested the Clerk to take roll:

Yes (5): Treasurer Kuriata, Trustee Glynn, Trustee Moore, Supervisor Saunders and Clerk Runyon.

No (0): None.

Absent (0): None.

Motion carries by roll call vote.

**MOTION TO EXPEND MONIES**

Trustee Moore moved, seconded by Treasurer Kuriata, to expend \$11,600.00 from the Public Improvement Fund for the kitchen renovation.

The Supervisor requested the Clerk to take roll:

Yes (5): Trustee Glynn, Trustee Moore, Supervisor Saunders, Clerk Runyon and Treasurer Kuriata.

No (0): None.

Absent (0): None.

Motion carries by roll call vote.

**UPDATE ON TOWNSHIP SIGN**

Trustee Glynn provided the ad hoc committee's report on the township sign. He reported that they would be meeting again and should have the specs to the township board for the May meeting.

**NEW BUSINESS**

**MOTION TO APPROVE CONTRACT WITH  
LAKESHORE ENVIRONMENTAL**

Clerk Runyon moved, seconded by Treasurer Kuriata, to approve the contract with Lakeshore Environmental, Inc. and authorize Supervisor Saunders to sign the contract.

Discussion held.

The Supervisor requested the Clerk to take roll:

Yes (5): Trustee Moore, Supervisor Saunders, Clerk Runyon, Treasurer Kuriata and Trustee Glynn.

No (0): None.

Absent (0): None.

Motion carries by roll call vote.

**RESOLUTION R-14-09**  
**ADOPT POVERTY EXEMPTION INCOME GUIDELINES AND**  
**ASSET TEST FOR 2014**

Treasurer Kuriata moved, seconded by Clerk Runyon, to adopt the following resolution:

**RESOLUTION R14-09**  
**Silver Creek Township**  
**Cass County, Michigan**  
**Board Resolution to Adopt Poverty Exemption**  
**Income Guidelines and Asset Test for 2014**

WHEREAS, the homestead of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Silver Creek Township, Cass County, adopts the following guidelines for the supervisor and board of review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- 2) File a claim with the supervisor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 5) Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget as attached.

6) Meet additional eligibility requirements as determined by the township board, including: The total current fair-market value of household assets cannot exceed \$4,500.00. Definition of Assets is attached.

BE IT ALSO RESOLVED that the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

The Supervisor requested the Clerk to take roll:

Yes (5): Supervisor Saunders, Clerk Runyon, Treasurer Kuriata, Trustee Glynn and Trustee Moore.

No (0): None.

Absent (0): None.

Resolution carries by roll call vote.

**MOTION TO APPROVE CONTRACT WITH MTL**

Trustee Glynn moved, seconded by Treasurer Kuriata, to approve the contract with MTL for mowing of the Township Hall in the amount of \$50.00 per visit, and for the mowing of the School Street Property owned by the Township in the amount of \$60.00 every three weeks in the spring and every 4 weeks thereafter, and to authorize Supervisor Saunders to sign contracts. Discussion held.

Yes (5): Clerk Runyon, Treasurer Kuriata, Trustee Glynn, Trustee Moore and Supervisor Saunders.

No (0): None.

Absent (0): None.

Motion carried by roll call vote.

**MOTION TO APPROVE CONTRACT WITH  
ROSE PEST SOLUTIONS**

Trustee Moore moved, seconded by Clerk Runyon, to approve contract with Rose Pest Control in the amount of \$43.00 monthly. Discussion held.

Yes (5): Treasurer Kuriata, Trustee Glynn, Trustee Moore, Supervisor Saunders

and Clerk Runyon.

No (0): None.

Absent (0): None.

Motion carried by roll call vote.

**MOTION TO SCHEDULE SPRING CLEAN UP DAYS**

Supervisor Saunders moved, seconded by Treasurer Kuriata, to Schedule Spring Clean Up Days for May 23, 24, 25 and 26, 2014. Discussion held. Motion carried by voice vote.

**MOTION TO CONTRACT WITH CASS COUNTY  
ROAD COMMISSION FOR ROAD CONTRACTS**

Clerk Runyon moved, seconded by Treasurer Kuriata, to enter into contracts with the Cass County Road Commission in the total amount of \$214,903.95 for 2014 road improvement to the following ten roads:

- Karl Street - from M-152 to Lakeshore Drive at a township cost of \$5,960.77
- West Lakeshore Drive - from M-152 to Brooks Drive at a township cost of \$3,144.95
- Pleasant Street - from M-152 to Crescent Drive at a township cost of \$12,916.83
- Garrett Road - from Downey Street to Swisher Street at a township cost of \$87,059.16
- Downey Street - from Leach Road to Indian Trails at a township cost of \$20,338.16
- Downey Street - from Susan Lane to Brosnan Road at a township cost of \$17,129.02
- Downey Street - from Leach Road to Brosnan Road at a township cost of \$17,045.72
- School Street - from Indian Lake Road to Garrett Road at a township cost of \$17,217.90
- Yaw Street - from California (E) to Middle Crossing Street at a township cost of \$21,866.73.
- California Road – from Yaw Street to Middle Crossing at a township cost of 12,224.71

Discussion was held.

Yes (5): Trustee Glynn, Trustee Moore, Supervisor Saunders, Clerk Runyon and Treasurer Kuriata.

No (0): None.

Absent (0): None.

Motion carried by roll call vote.



**MOTION TO EXPEND MONIES FOR DUST CONTROL**

Trustee Moore moved, seconded by Clerk Runyon, to expend up to \$800 for Dust Control Treatment on Van Buren Road and Marke Road. Discussion was held and it was decided that 42% calcium chloride (CC42) would be used by an approved source/vendor.

Yes (5): Trustee Moore, Supervisor Saunders, Clerk Runyon, Treasurer Kuriata and Trustee Glynn.

No (0): None.

Absent (0): None.

Motion carried by roll call vote.

**MOTION TO PURCHASE THERMAL IMAGING CAMERA**

Treasurer Kuriata moved, seconded by Supervisor Saunders, to authorize the expenditure of \$7,200 from the Public Safety Fund for the purchase of a Thermal Imaging Camera for Sister Lakes Volunteer Fire Department. Discussion held.

Yes (5): Supervisor Saunders, Clerk Runyon, Treasurer Kuriata, Trustee Glynn and Trustee Moore.

No (0): None.

Absent (0): None.

Motion carried by roll call vote.

**OTHER BUSINESS**

Clerk Runyon reported that the Cass County Household Hazardous Waste Collection is Saturday, May 17<sup>th</sup> from 9:00 am. to noon at the Cass County Fairgrounds.

She also reported that the Annual Flagpole Ceremony for victims who lost their lives to crime in Cass County will be held at the Law and Courts Building in Cassopolis on Friday, April 11<sup>th</sup> at noon.

Trustee Moore advised that he had won a Michigan flag at the Annual Lincoln Day Dinner and would like to donate it to the township.

**PUBLIC COMMENT**

Bonnie Hague questioned the monies being used for the ultra turf at Russom Park.

Jim Scholz questioned the Pride Care Response times.

Chief Mike Grice advised that there have been break-ins at Indian Lake and to watch for suspicious vehicles. If you see anything suspicious, call the Sheriff's Department's nonemergency line at 269-445-1560.

Chief Grice also announced the Drug Drop Off Day will be held at the Silver Creek Township Hall on April 26<sup>th</sup> from 10 a.m. to 2:00 p.m.

Jim Scholz asked if there was an ordinance prohibiting door-to-door sales, and asked that the township consider adopting one.

**ADJOURNMENT**

The meeting was adjourned at 8:50 p.m. at the call of the Supervisor.

Dated: April 10, 2014

To be approved at the May 14, 2014 Meeting

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Barbara Runyon, Clerk