

**MINUTES SILVER CREEK TOWNSHIP  
REGULAR BOARD MEETING HELD ON APRIL 13, 2016**

The meeting was called to order by Supervisor Bill Saunders at 7:00 p.m. on Wednesday, April 13, 2016. 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 Glynn moved, seconded by Treasurer Kuriata, to approve the April 13, 2016 Silver Creek Township Agenda. Motion carried by voice vote.

**PUBLIC COMMENT**

Todd Herter noted that the culvert under Indian Lake Road by Blackmanø is collapsing and questioned if it was being addressed. Supervisor Saunders advised that he has already spoken with the Cass County Road Commission, and since itø a county road, they are responsible for repairing it. Discussion was held. It was suggested that a caution sign be placed to warn drivers.

Mary Ann Bengtsson commented that there is a problem on the corner of Topash Street and Townhall Road also.

**APPROVAL OF MINUTES**

Treasurer Kuriata moved, seconded by Trustee Glynn, to approve the March 9, 2016 Regular Meeting minutes and the March 22, 2016 Special Meeting Minutes. Motion carried by voice vote.

**APPROVAL OF BILLS AND CLAIMS**

Treasurer Kuriata reported the bills and claims for April 13, 2016. Trustee Moore moved, seconded by Clerk Runyon, to approve the following bills and claims in the total amount of \$139,940.90 as follows:

FROM THE GENERAL FUND	\$ 85,502.88
FROM THE INDIAN LAKE SEWER FUND	\$ 6,744.40
FROM THE PUBLIC SAFETY FUND	\$ 37,807.39
FROM THE BUILDING DEPARTMENT FUND	\$ 5,098.86
FROM THE INDIAN LAKE WEED CONTROL FUND	\$ 1,537.37
FROM MAGICIAN LAKE WEED CONTROL FUND	\$ 3,250.00
 GRAND TOTAL OF DISBURSEMENTS:	 \$139,940.90

The motion carried by unanimous vote.

## READING OF COMMUNICATION

No communication reported.

### LIBRARY REPORT

Mary Ann Bengtsson provided the Dowagiac District Library Report stating that the library is financially sound; that they had a surplus of approximately \$75,000 last year which will be placed in a special fund for future renovations and growth. They have hired a Children's Department Director who has her MLS; they now have two MLS librarians. Circulation for Silver Creek Township is up. They will be sending out a community survey in the future. She indicated that they are still in need of a Keeler Township representative on the board. Questions and discussion followed.

### POLICE REPORT

14 complaints; 3 warnings, 4 tickets, 4 assist other police agencies, 1 assisted motorists and pedestrians.

### HEALTH & SERVICE REPORTS

**Indian Lake Fire Department:** 4 calls total, 0 in Silver Creek Township, 2 in Pokagon Township and 2 in other areas. Chief Huggins reported that they received two reports of explosions in the township. He also reiterated last month's request that Silver Creek Township consider adoption of a cost recovery resolution. A lengthy discussion followed. Attorney Magyar is in the process of researching this.

**Sister Lakes Fire Department:** February 2016: 12 calls with 7 calls in Silver Creek Township. March 2016: 12 calls with 7 in Silver Creek Township.

**Pride Care Ambulance Report:** March 6 calls with an average response time of 7:03 minutes. There was one extended response time due to the ambulance being dispatched to the wrong block number.

### TOWNSHIP ATTORNEY'S REPORT

Attorney Magyar reported that he has spoken to the representative on the Fritz case and they have agreed to enter into a consent judgment to remove the house, realizing that a special assessment will be created to recoup the cost.

The defendants have until April 25<sup>th</sup> to answer the complaint in the Silver Creek vs. Chase case. He suggested not doing anything on Fritz special assessment until both are resolved.

### BUILDING/ZONING INSPECTOR'S REPORT

Building/Zoning Inspector Todd Herter reported 7 building permits with a projected cost of \$437,217.72, and 4 zoning permit.

### BLIGHT ADMINISTRATOR'S REPORT

Chief Grice indicated nothing to report on liquor inspections, and that his blight officer was back and would be working on blight complaints.

## APPEALS BOARD REPORT

Nothing to report.

## PLANNING/ZONING COMMISSION REPORT

Trustee Glynn gave the Planning Commission Report stating that they had discussed private roads, noting that Planning Commission Chairman Terry Harris will be preparing a revised ordinance for discussion at their next meeting.

## STANDING INSPECTORS REPORT

**Electrical Inspector:** 4 permits

**Plumbing Inspector:** 2 permits

**Mechanical Inspector:** 5 permits

## CLERK'S REPORT

Clerk Runyon provided the 2015/16 year-end financial report, reporting that there is a surplus in the General Fund, but will not know the exact amount until after the audit. Any extra monies will go into the fund balance to assist in the 2016/17 budget year. The Public Safety Fund also had a surplus and after the audit will be distributed equally between the fire departments and police department per their contracts. Discussion followed regarding the police department. The Building Department also had a good year showing a slight surplus. Clerk Runyon reported that in 2011 the Township General Fund had supplemented the Building Department with \$10,000.00, and that after she finds out the exact amount of the surplus, the Building Department may be able to partially reimburse the General Fund. Clerk Runyon reported that Indian Lake Sewer is also operating in the black. Overall, it was a good year for Silver Creek Township.

## TREASURER'S REPORT

Treasurer Kuriata reported fund balances as follows:

General Fund	\$480,208.18
Indian Lake Sewer Maintenance Fund	\$225,808.02

She also provided the Silver Creek Township CD Fund Detail Report as of March 31, 2016.

## OPERATIONAL REPORTS

**Indian Lake Sewer and Sister Lake Sewer:** Treasurer Kuriata reported that the quarterly bills will be going out tomorrow. They are continuing work on extending the sewer line from 690 to M-152.

**Parks and Recreation Committee:** Trustee Moore reported that the next Russom Park Meeting is April 19, 2016 at 6:00 p.m. at Silver Creek Township. No meeting is currently scheduled for the Silver Creek Township Parks & Recreation Board.

**Public Safety Committee:** Trustee Moore reported that the Public Safety Committee met last night and the next meeting is scheduled for July 5<sup>th</sup> at 7:00 p.m.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**APPROVAL OF AGREEMENT FOR MAGICIAN LAKE  
SPECIAL ASSESSMENT DISTRICT**

Trustee Glynn moved, seconded by Trustee Moore, to approve Agreement with Magician Lake Special Assessment District for Aquatic Weed Control and to Authorize Supervisor to sign. Discussion followed. Motion carried by unanimous roll call vote.

**MOTION TO APPROVE CONTRACT FOR  
MAGICIAN LAKE WEED CONTROL**

Clerk Runyon moved, seconded by Treasurer Kuriata, to approve the contract with Restorative Science for Magician Lake Weed Control and authorize Supervisor Saunders to said sign. Discussion followed. Motion carried by unanimous roll call vote.

**MOTION TO SCHEDULE SPRING TRASH DAYS**

Trustee Moore moved, seconded by Treasurer Kuriata, to schedule Spring Trash Days for May 27, 28, 29 and 30, 2016. Discussion followed with Trustee Glynn stating his disapproval of funding Trash Days stating it should be the individual's responsibility, not the townships. Motion carried by unanimous roll call vote.

**MOTION TO SCHEDULE SHRED DAY**

Supervisor Saunders moved, seconded by Clerk Runyon, to schedule Shred Day for Saturday, June 11, 2015 from 9am to 1pm. Trustee Glynn questioned whether our Purchasing Policy allowed us to do this without going out for bid. Clerk Runyon noted that the township currently uses Kent Record Management, and that it was a unique service and because of this, she believed the board could accept Kent's contract. She also said that the cost would be \$1,000 and was in the budget for that amount. Supervisor Saunders added that Kent Record Management was the only commercial shredding company he could find, and was only able to locate them because the hospital also contracts with them.

Motion carried by voice vote.

**MOTION TO APPROVE CONTRACT WITH  
KENT RECORD MANAGEMENT**

Trustee Glynn moved, seconded by Clerk Runyon, to contract with Kent Record Management, Inc. for Shred Day and to allow Supervisor Saunders to sign said contract. Motion carried by unanimous roll call vote.

### **MOTION TO SET TOWNSHIP HOURS**

Treasurer Kuriata moved, seconded by Clerk Runyon, to set the year-round Township Hours for Tuesday and Thursday from 9am to 5pm and Wednesday from 9am to 1pm. Motion carries by voice vote.

### **OTHER BUSINESS**

Clerk Runyon reported she had received notice from Dave Smith, Emergency Management Director, that April 10-16, 2016 is Michigan Severe Weather Awareness Week and that outdoor warning siren will be used on April 13<sup>th</sup> at 1:30 p.m. There is a Dementia Conference scheduled on Wednesday, May 11<sup>th</sup> from 9 a.m. to 3:45 p.m. at the Cass County Council on Aging. Cass County will be having their Household Hazardous Waste Collection Day on Saturday, May 21<sup>st</sup> from 9 a.m. to noon at the Cass County Fairgrounds.

### **PUBLIC COMMENT**

Chief Mike Grice reported that there will be a drug drop off here at the township on Saturday, April 30<sup>th</sup> from 10 a.m. to 2 p.m.

Undersheriff Richard Behnke provided the board with the Silver Creek Township Crime Reports taken by Cass County Office of Sheriff from 2013 thru 2015. He said that the crime report program has been down due to a server failure but should be up and running soon for the public's usage. He went through the township's statistics, noting Silver Creek was the only township without a suicide; burglary and larceny is a bit higher, but it looks good overall. He also advised that if residents cannot attend the drug drop off day on April 30<sup>th</sup>, that there are red box drug drop offs where they can be taken at any time.

As a Silver Creek Township resident Richard Behnke stated that he liked Trash Days believing it keeps the trash off our roads and assists in keeping our township clean. Discussion followed.

### **ADJOURNMENT**

The meeting was adjourned at 8:15 p.m. by the call of the Supervisor.

Barbara Runyon  
Silver Creek Township Clerk

Dated: April 14, 2016  
To be approved at the May 11, 2016 Regular Meeting