

CANNON TOWNSHIP BOARD MEETING  
HELD ON FEBRUARY 26, 2018

Supervisor Steve Grimm called the regular meeting of the Cannon Township Board to order at 7:00 pm. Trustee Dick Davies offered the invocation.

**MEMBERS PRESENT:** Supervisor Grimm, Treasurer McKay, Trustees Alles, Brod, Davies and Spencer

**MEMBERS ABSENT:** Clerk Diepenhorst

**AGENDA & CONSENT AGENDA:**

- 1) Approval of Minutes – Regular Meeting – February 12, 2018
- 2) Approval of Bills: General #13472-#13492
- 3) Building Report – January 2018
- 4) Fire Department Report – January 2018
- 5) Planning Commission Minutes – January 9, 2018
- 6) Treasurer’s Report – January 31, 2018

**Motion by Kim McKay, supported by Jim Alles, to approve the Agenda and the Consent Agenda with an addition under Pending Business – Phone Purchase and Check Register #13472-#13492. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

**BRIEF PUBLIC COMMENT:** None

**PUBLIC HEARING: Fiscal Year 2018-2019 Budget**

**Motion by Jim Alles, supported by Kim McKay, to open the Public Hearing for the Fiscal Year 2018-2019 Budget. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

The Public Hearing was opened at 7:03 p.m. Supervisor Grimm asked for comments from the public. There were no comments. The Public Hearing was closed at 7:04 p.m.

**Motion by Dick Davies, supported by Jim Alles, to close the Public Hearing. Voice vote: Ayes-7, Nays-0, Absent-1. Motion carried.**

**PENDING BUSINESS**

**1) Water Update (Grimm)**

Mr. Alles reported that his neighbor on Courtland Drive had his water tested for PFAS and it showed no trace. Mr. Grimm talked with Abby Hendershot at the MDEQ who indicated there are still no concerns in Cannon Township.

**2) Cell Tower (Davies)**

Mr. Davies received another proposal for a buyout. TowerPoint is offering an easement purchase for a 30-year term, along with professional Site Management that will bring in additional revenue. Mr. Brod added that there probably will be more firms with these type of offers. If the Township moved forward, legal opinion would be necessary on our current lease. He feels we should stay with the current lease. Mr. Grimm agreed since the Board already voted to stay with the current lease at a previous meeting.

### **3) Phone Purchase (McKay)**

This was tabled at the last Board meeting. There was a request that this go to the IT Committee to come up a list of pros and cons. The IT Committee met with Greg from VanBelkum who was very helpful and answered a lot of questions. He also provided a list for the Board. IT Committee member Mike Hanna noted that his only concern was whether we should go with one bidder; which has been addressed. He agrees that it is a great system and is hopeful to keep the costs in line. Ms. McKay responded the monthly cost will be a little lower than what we are paying because we will be cancelling AT&T, Telnet, and the annual fee to VanBelkum. There will be a monthly fee to VanBelkum but it will be a savings of \$100 per month. The system will provide more functionality and security. Another feather is that it will be connected to the Fire Department and possibly the Museum. The money is in the current year's budget which was allocated in the IT Capital Fund. The total cost of the system is \$8,261.99.

**Motion by Kim McKay, supported by Terry Brod, to approve the phone system from VanBelkum Companies for \$8,261.99 and the monthly agreement as presented for \$720. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

### **NEW BUSINESS**

#### **1) RESOLUTION 2018-5 Annual Township Budget – Determining Property Tax Rates for Support of Budget (Grimm)**

Mr. Grimm pointed out that the main focus this year was the roads. The Township committed ½ million per year. He also noted that the raises for some employees were higher than the percentage of 2.5 that was discussed at the budget meeting. We had to make some adjustments that were overdue. Andrea is doing a terrific job and took on additional duties so she will receive a substantial raise over the 2.5%. Sue will receive the same percentage as Andrea. Milissa will also receive a raise in salary. Nancy's salary will remain the same due to receiving a substantial raise last year for taking on additional duties. The salary of the elected officials will remain the same with no increases. Mr. Grimm explained, since Deb removed her ancillary duties and her commitment to waive her ancillary pay, this paid for the employee wage increases; which resulted in no change of the bottom line. This budget reflects a small surplus of \$50,000 in the black. We are going to develop a Capital Improvement Fund, which is not a budget item. We are going to take that out of the assets we already have. There was some concern about putting the storage shed in the budget. The Facilities Committee decided to table it; the size needs to be determined. It will be on the Capital Improvement plan list. He also mentioned that there is some furniture that we still need to get for a couple of offices and for the workroom. Ms. McKay added that we have estimates for the front counter, the small conference room and replacement of the chairs in the Board room. Mr. Brod has the detail for these projects. Mr. Grimm added that MTA provided the revenue sharing figures so they are accurate. He also clarified that just because we vote for the budget, it does not mean that we cannot vote no on any items that come before the Board during the fiscal year.

**Motion by Kim McKay, supported by Dick Davies, to adopt RESOLUTION 2018-5 Annual Township Budget FY 2018-2019 and Determining Property Tax Rates for Support of Budget. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

**2) RESOLUTION 2018-6 Liquor License for Aunt Belle's Kitchen – Local Government Approval (Grimm)**

Mr. Grimm explained the Michigan Department of Licensing Liquor Control Commission requires the applicant to obtain a recommendation from the local legislative body for a new on-premises license application. Mr. Grimm added that this application will not be approved until the applicant meets certain State requirements. They will need to submit a special use permit application for Planning Commission approval. Mr. Alles noted that the application states it is for a Tavern License (Beer/Wine)

**Motion by Steve Grimm, supported by Jim Alles, to adopt RESOLUTION 2018-6 Local Government approval authorized by Statute. Voice vote: Ayes-6, Nays, Absent-1. Motion carried.**

**3) ORDINANCE 2018-2 Adoption of New Zoning Ordinance and Zoning Map (Brod)**

According to Attorney Scales letter (2/19/18) the text of the ordinance is substantially identical to the version which was reviewed in the joint session with the Planning Commission and Township Board on November 27, 2017. Mr. Scales' letter summarizes any changes that were made following the November 27, 2017 meeting. Mr. Brod noted that the Planning Commission held a public hearing and voted unanimously to recommend adoption of the new Zoning Ordinance and Zoning Map, which included the rezoning of a number of parcels.

**Motion by Terry Brod, supported by Kim McKay, to adopt ORDINANCE 2018-2 An Ordinance to establish Zoning Districts for the unincorporated portions of the Township of Cannon pursuant to the provisions of the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended; to adopt regulations, minimum standards and procedures for the use, development and height of buildings and structures within such districts; to provide for the enforcement of the ordinance; to prescribe penalties for the violations hereof; and to repeal and replace in its entirety the current Township of Cannon Zoning Ordinance, including all amendments therein. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

**4) Regular Meeting Dates of Township Board - Fiscal Year 2018-2019 Approval**

The Fiscal Year 2018-2019 regular meeting dates of the Township Board were presented. This notice will be posted.

**5) Approval of Annual Audit Contract – Siegfried Crandall (McKay)**

The Letter of Agreement from Siegfried Crandall summarizes the services which will be provided for the annual audit for the year ended March 31, 2018.

**Motion by Kim McKay, supported by Dick Davies, to approve the annual audit contract with Siegfried Crandall not to exceed \$12,750.00. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

**6) Approval of Annual Cemetery Contracts – Venman Landscaping (McKay)**

**Motion by Jim Alles, supported by Terry Brod, to approve the proposals from Venman Landscaping for Fiscal Year 2018-2019 for cemetery burials and cemetery lawn maintenance. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

**7) Salary Resolutions for Clerk/Treasurer – Remove Ancillary Pay (Grimm)**

**RESOLUTION 2018-7 Clerk’s Salary for Fiscal Year 2018-2019**

Clerk Deb Diepenhorst has agreed to the mid-term reduction and remove the ancillary salary in the amount of \$9,149.40.

**Motion by Jim Alles, supported by Terry Brod, to adopt RESOLUTION 2018-7 Clerk’s Salary for Fiscal Year 2018-2019 - \$41,089.00. Voice vote: Ayes-6, Nays-0, Absent-1. Motion carried.**

**RESOLUTION 2018-8 Treasurer’s Salary for Fiscal Year 2018-2019**

Treasurer Kim McKay has agreed to the mid-term reduction and remove the ancillary salary in the amount of \$1,326.00.

**Motion by Jim Alles, supported by Terry Brod, to adopt RESOLUTION 018-8 Treasurer’s Salary for Fiscal Year 2018-2019 - \$41,089.00. Voice vote: Ayes-7, Nays-0, Absent-1. Motion carried.**

Ms. McKay noted that it is no longer necessary to have a salary resolution for all the employees. The authority to pay the salaries of employees and deputies can be approved as part of the budget. Salary resolutions for elected officials are subject to a right of referendum under the Statute. It is only necessary to adopt a salary resolution for an elected official if the salary is to be increased or decreased with the elected official’s consent.

**CORRESPONDENCE:** None

**COMMENTS BY BOARD MEMEBERS**

Kim McKay - The Recreation Committee met to discuss the trail system. Their goal is to connect the Township from Townsend Park all the way up to the City of Rockford on the White Pine Trail. The next section would be to extend the trail on Belding Road from Bella Vista to Blakely where it ends. After meeting with MDOT, our trail engineer, and with a resident who lives in that area, it was determined there is not enough room to proceed with that stretch of the trail. It was decided to pursue other parts of the trail going north.

Steve Grimm – A resident on Shawkoto Trail was having a well dug and they hit an artesian well which caused a lot of flooding and gushing. The Health Department contacted Zoning Administrator Tricia Anderson who went out to the site. Cement trucks have been there trying to plug it since last Friday and the cement ended up in Bear Creek. The engineer said they need 30 more silt fences.

Steve Grimm - There was a concern at one of our churches in the Township so he authorized four hours of overtime for our deputy. The deputy reported there was no incident.

**Extended Public Comment:** None

**ADJOURNMENT – 7:40 p.m.**

Respectfully submitted:

Nancy L. Popma, CMC/MMC/CMMC  
Cannon Township Deputy Clerk

Respectfully submitted:

Deb Diepenhorst  
Cannon Township Clerk