

**Watson Township Board Meeting  
December 1, 2016**

**Called to order: 7:00 P.M.**

**Present:**

Chuck Andrysiak, Sue Jones, Kevin Travis, Michelle Harris, and Kelli Morris

**Absent:**

None.

**Agenda:**

Sue made a motion to approve the agenda, Chuck supported, all in favor, motion carried.

**Minutes:**

Sue made a motion to approve the minutes, for November 3<sup>rd</sup> 2016, Chuck supported, all in favor, motion carried.

**Special Guests:**

Rick Chapla of “The Right Place” (a 30 year nonprofit economic development organization) attended the meeting along with Nora Balgoyan to give the board some information on the services it provides all free of charge. Mr. Chapla explains that they serve many counties in this area and staff around thirty people. The purpose is to help communities attract investors for economic development. He explains that in this area they assist in organizing food processing businesses and agri-business in large volume. Ms. Balgoyan adds that the economic development focuses on business retention and assistance. They are there to assist local townships develop and grow individually and they continue to be of assistance with follow up visits. There is a comment made by Mark Evans (Hopkins Township Supervisor) that we as townships should pay closer attention to the Kalamazoo River and its renovation, as it is his hope that it will become an area that draws people in the future. Mr. Chapla also mentions that his is working with “Connect Michigan” to assist in broadband development and placement. Together they are working on a “Master Plan” for broadband internet.

**Reports:**

**Planning Commission Report:**

No meeting.

**Hopkins Area Fire:**

Fire Chief Tim McKinnon attended the meeting and gave the board and audience a report.

**Cemetery Sexton:**

Clerk Morris reported one cremation funeral at Hicks Cemetery.

**Library Reports:**

None.

**County Commissioners- Gale Dugan:**

None.

**Supervisor’s Report:**

Kevin first mentioned his gratitude for being elected as Supervisor for Watson Township. He then gave a short report on his background and his desire to work with the people in this township and our neighboring townships.

**Bills:**

Chuck made a motion to pay the bills for November in the amount of \$12,049.07, Sue supported, all in favor, motion carried.

**Treasurer’s Report:**

Sue gave a treasurer report with current bank balances.

**Old Business:**

None.

## **New Business:**

### **1. Board Replacements:**

#### **A. Planning Commission and Ex Officio of ZBA:**

Kevin makes a motion to appoint Joe Albers to the Planning Commission to finish the term of Michelle Harris (contingent on her resignation), Sue supported, roll call vote: Chuck-yes; Sue-yes; Michelle-yes; Kelli-yes; and Kevin-yes. The supervisor declared the motion passed by a 5-yes to 0-no vote.

#### **B. Board of Review:**

Dick Davis and Troy Henrickson do not wish to be reappointed leaving two vacant positions. Kevin made a motion to appoint Rod Zeinstra to Board of Review, Michelle supports, roll call vote: Michelle- yes; Chuck-yes; Sue-yes; Kelli-yes; Kevin-yes. The supervisor declared the motion passed by a 5-yes to 0-no vote.

#### **C. Hopkins Fire Board:**

Kevin Travis will be the townships fireboard representative and Sue Jones will also remain on that board as well.

#### **D. Planning Commission:**

Kevin made a motion to re appoint Chuck to the Planning Commission and appoint Michelle to the Zoning Board of Appeals as the board representative, Sue supported, all in favor, motion carried.

### **2. Sexton :**

Michelle makes a motion to put an ad in the Penasee Globe and on our township website for the vacant Sexton position, Sue supported, all in favor, motion carried.

### **3. Deputy Clerk and Treasurer:**

Kevin made a motion to appoint Lyndsey Claremont as Deputy Treasurer, Sue supported, all in favor, motion carried. Kevin made a motion to appoint Kelly Kivell as Deputy Clerk, Chuck supported, all in favor motion carried.

### **4. Recommendation to nominate replacement for Hopkins Library Board:**

Kevin explains that he plans to attend the Hopkins School Board meeting and make a recommendation for representatives from Watson Township on the Hopkins Library Board. He spoke with Barb Wroblewski who is currently serving as a Watson Township representative on the Hopkins Library Board. She is interested in continuing as one representative; therefore the supervisor will be recommending her as one of the two members. There were two new candidates interested in this position. Kevin spoke with each earlier about the position and one is currently on our planning commission. Amy Germain attended the board meeting and gave a short synopsis of her family and reasons for her interest in the position on the library board. Kevin expressed his gratitude for both the interest of Beverly McKinnon and her service as a planning commission board member and the interest of Amy Germain in the library board position. He would like to see more people become involved in different aspects of the township and for this reason would like to support Amy for this position. Kevin made resolution #12012016-1 to nominate current member Barb Wroblewski and Amy Germain (as a new member) to the Hopkins Library Board as the representative from Watson Township, Sue supported, roll call vote: Chuck-yes; Michelle-yes; Sue-yes; Kelli-yes; and Kevin-yes. The supervisor declared the resolution passed by a vote of 5-yes to 0-no votes.

### **5. Farm Lease Renewal:**

Kevin had asked Mr. Henrickson for an insurance binder. He will include this item on the agenda after the binder is received.

**6. Michigan Township Participating Plan (MTPP)- Risk Mitigation Recommendations:**

**A. Recommendation to adopt an Employee/Contractor Manual:**

Kevin explains a little about the discussion the previous supervisor had with the MTPP. Kevin asks the board to look over the Personnel Manual template and it will be discussed at a future meeting.

**B. Incident Reporting:**

Kevin also explains that MTPP is recommending using an “incident report” form. Kevin made a motion to adopt the incident report form and have them available to the public should they be necessary, and direct the incident reports to the clerk, Sue supported, all in favor, motion carried.

**C. Job Descriptions:**

The township does have a manual that describes the positions of the board members and the duties of elected positions.

**D. Contracts: Hold Harmless Clause and Insurance Requirements:**

Kevin explains that the MTPP believes the board should have a “hold harmless” clause and insurance requirements for all township contracts.

**7. Clogged Gutters:**

Sue suggests waiting until spring and power wash the building at that time also. There is some discussion on the subject. Kevin made a motion to table the subject at this time, Sue supported, all in favor, motion carried.

**8. Light at the end of 20<sup>th</sup> St. needs replacing:**

Kevin will contact the Consumer’s Energy representative and inquire about getting the light fixed. There was also some discussion about eventually changing the light to an LED light in the future.

**Public Comment (for topics not on the agenda):**

A gentleman that lives on 118<sup>th</sup> west of 20<sup>th</sup> street commented on the grading quality between 20<sup>th</sup> and 24<sup>th</sup> Streets. He also mentioned that he would appreciate the township working with the county to improve that stretch of road. He would also like to see 118<sup>th</sup> west of 20<sup>th</sup> street to 24<sup>th</sup> street added to the paving project list. Tim McKinnon also adds that if the county would grade the roads to the full potential he believes they would likely be back to 2 lanes. Rod Zeinstra also commented that new gravel placed on 13<sup>th</sup> Street and 121<sup>st</sup> Avenue is not getting any better. Kevin adds that he would be interested in doing some gravel testing on some problem area roads. Rod Zeinstra and Mark Evans believe that if the township makes sure to use 22A-gravel, the roads will be in much better condition.

**Adjourn:**

Michelle made a motion to adjourn, Sue supported, all in favor, motion carried.

Meeting adjourned - 9:23 P.M.

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Kelli Morris—Watson Township Clerk