

Waverly Township Regular Meeting  
Thursday April 5, 2007

Meeting called to order at 7:00 P.M. by Supervisor Wilfong who asked the 6 electors to join the board in the Pledge of Allegiance. Board members introduced themselves. Treasurer Fay Dorr, Supervisor Bernard Wilfong, Trustee John Ruiter, Clerk Jean Dahms. Trustee Tony Millek absent. Atty. Schuitmaker arrived at 7:10 P.M.

**Motion Wilfong to approve the agenda with additions as prepared. Sec. Dorr. Voice vote, all yes. M.C.**

**Motion Dorr to approve the minutes of the March 1 2007 minutes as prepared. Sec. Ruiter.**  
Voice Vote all yes. Motion Carried.

**Joe Bain** addressed the board concerning a problem he is having by trying to split his house and land. He has a 45 ft. wide driveway and needs 66 ft. Several solutions were discussed. He will try to trade 21 ft. of property on one side of the neighbors house to 21 ft. on the other side of the neighbor's house, this would allow him to have a 66 ft. drive to the existing house. Joe left the meeting at 7:25 P.M.

**Sheriffs Department Deputy:** Entered the building while the board was addressing the Joe Bain problem at 7:20. Deputy did not have our report, another deputy had the report but was tied up at this time and would probably deliver to the hall at his convenience. He asked if there were any questions or problems and Supervisor Wilfong advised him there is a problem at Glendale cemetery with vandalism to several grave stones and decorations intentionally smashed. There have been complaints of teenagers using the paved drive at the cemetery to skate board and they were on the road when the Supervisor was coming to the meeting. Audience member said they were still there when she passed the cemetery on her way to the hall. Deputy will drive past and if they are still in the area talk to them concerning their activities at the cemetery. Deputy asked if we had an ordinance prohibiting this sort of activity, and then they could enforce the ordinance. Sheriff deputy left the meeting at 7:32. Board discussed not having an ordinance and asked Atty. Schuitmaker to draft one for the board to consider at the May Meeting.

**Motion Dahms to re-affirm the approval of the budget presented at the March 1 meeting showing a General Fund Revenue of \$283,856 and Expenses of \$283,856, Fire Fund Revenues of \$76,000, Expenses \$53,421, Liquor Control Revenues \$715.00 and Expenses of \$715.00, Sewer Revenues of \$9,000 Sewer Fund Expenses \$8,108 for the fiscal year 2008 in summary form as prepared for each of the funds. Sec. Ruiter. Voice vote Dorr yes, Wilfong yes, Ruiter yes, Dahms yes, Motion Carried. Millek absent.**

**Payment of Bills: Motion Dahms to approve ck. # 10154 to 10167 , General Fund Payroll plus FICA for \$7,624,75, General Fund Vendor ck's 9577 to 9598 for \$20,681.12, Sewer Payroll ck' # 981 & 982 for \$42.52 & Sewer Vendor ck's 498 & 499 for \$155.41 for a grand total of \$28,503.80. Sec. Dorr. Discussion. Voice vote all yes. Motion Carried. Millek absent.**

**Supervisor Comments:** Discussed cemetery ordinance and decided it would be written as a

misdeemeanor. **Road Project: 39<sup>th</sup>. Avenue from 37 ½ St. East to 36 ½. Road Commission** has agreed to pay half of the cost of replacement of 72" CCP tube. This brought the total for the project to \$91,190.00. Discussion. **Motion Dahms to accept the bid from the Road Commission to prepare 39<sup>th</sup> Ave. for bituminous surface project in the future, cost not to exceed \$91,190.00 Sec. Dorr.**

**Discussion. Roll Call Dorr yes, Wilfong yes, Ruiter yes, Dahms yes. Motion Carried. Millek absent.**

Supervisor had call from Dave Barber, neighbor of John Smiley on 24<sup>th</sup>. Ave. Mr. Barber is trying to sell some property in the area and Mr. Smiley's blight is hindering the sale. Supervisor Wilfong went to the property and discussed the situation with Mr. Smiley. Cars have been removed, except one convertible that belonged to his wife who died November 2006. Mr. Smiley agreed he had a blight problem. The yard is covered with garbage bags of "stuff". Mr. Smiley said he had a neighbor who was going to dig a hole this week and they were going to put the garbage bags in the hole and burn them. Supervisor drove past the next week and there was no hole yet. **Motion Dorr to table till the May meeting. Sec. Ruiter. Discussion. Voice vote all yes. Millek absent. Motion Carried.**

**Board of Review:** Reviewed Thirty Five (35) complaints and changed twelve (12).

**Clerks Comments: School Election:** Tuesday, May 8, 2007, all schools, including Lawrence School voters, will vote at the Waverly Township Hall. Lawrence voters normally vote in Lawrence, but the County Clerk decided they will vote in Waverly Township this election only. Would Lawrence voters be notified, she said no. Treasurer Dorr stated Lawrence voters would like to vote at the Waverly Township Hall for all elections, not go to Lawrence for school elections. Dahms will discuss with County Clerk Tina Leary at Election School next Thursday. **Motion Dahms the following people be appointed election inspectors for the May 8 school election. Erika Mutz & Anjanette Winner co-chairs, Myra Capone, and Paula Shannon plus Jean Dahms as alternate.. Sec. Dorr. Discussion. Voice vote all yes. Motion Carried. Trustee Millek absent.**

**Treasurer Comments:** Attended the March 12 meeting in Lawrence entitled "filling the gaps." Was an all day meeting, but she expressed it was a very informative meeting and she is looking forward to the April 11 meeting.

Treasurer Dorr had stationary that Rex Schneider, a local citizen had produced. Board asked that several changes be made. When a final product is provided it will be on a disk and can be downloaded to all computers.

Treasurer Dorr had revised the letters Tasha Smalley sends to people after inspection. The board decides if they have a blight problem. Several small changes were discussed & will be incorporated into the letter for approval at next month's meeting.

**Computer for Assessor/and Office help.** Board of Review members notified clerk of how long it was taking to get the computer started in the morning. Twenty(20) to Thirty (30) minutes of wait time when people were here and waiting. Shortly after Board of Review meeting the computer started giving messages "no more memory". Treasurer Dorr had estimates from three companies. **Dell:** \$608.00 would not include file transfer and set up at the hall. **Bloomington Telephone: gave two options.** Option 1 was for \$1,199.00 was for Intel PD DC 3.0 GHZ 800 FSB. Option 2 was \$1,159.00 plus 100.00 to transfer the Assessor's Equalizer Program and Accounting Package. Computer was AMD 3500+ 2.2 g (single Core). **Butler Computer Services** \$1,327.00 for a BCS Government Workstation, and moving the files to the new computer was included in the price. Butler recommended

Upgrade to 1 Gig of Ram for an additional \$35.00. Discussion. **Motion Dorr to purchase the Computer according to specification from Butler Computer Service and that the board also purchase a four (4) drawer file cabinet for assessor's use. Sec. Ruiter. Discussion. Treasurer Dorr made an amendment to her motion to increase memory to one (1) Gig of Ram cost to be determined. Sec. Ruiter discussion. Roll Call vote on the amendment: Dorr yes, Wilfong yes, Ruiter yes, Dahms yes. Motion Carried. Millek absent. Voice vote on the original motion as amended. Discussion. Dorr yes, Wilfong yes, Ruiter yes, Dahms yes. Motion Carried. Millek absent.**

**Planning Commission: Ruiter.** The 3-12-07 meeting citizens who own businesses were invited to the meeting to help the board members make a list of priorities for the Commercial portion of the Zoning Ordinance. Land Survey was completed by Ruiter and results were given to the Chair of the Planning Commission (Dave Forester) and to Patrick Hudson. Copies will be made for Township Board Members for the next meeting. Trustee Ruiter had asked the Planning Commission if they were willing to change their meeting night. Members will review their schedules and make a decision at the April meeting.

**Two (2) terms expire in May of 2007. Dave Forester and Diane Julien. John Ruiter's** name was removed from the list because his term is the length of his Township Trustee Position. Re-appointment will be an agenda item at the May meeting.

**P.A. 110 Michigan Zoning Enabling Act.** Discussion. **Motion Ruiter to approve the amendments to the zoning ordinance to bring our zoning ordinance into compliance with the State. Sec. Dahms. Roll Call Dorr yes, Wilfong yes, Ruiter yes, Dahms yes, Millek absent. Motion Carried.** Discussion included will this be integrated into the Zoning Ordinance or be an ordinance by itself. Dave Forester suggested it would be more effective if integrated into the zoning ordinance and he volunteered to do this, with the help of Atty. Schuitmaker to integrate into the Zoning Ordinance and Publish. Treasurer Dorr asked if when this project is completed could the Township Board have new and complete copies of the ordinance? Board members agreed.

**Unfinished Business: Atty. Schuitmaker: Video Policy.** Discussion included how long to keep videos. Atty. Schuitmaker said one month is the norm and then destroyed. Minutes are the legal representation of the board. **Motion Wilfong to accept Waverly Township Video & Taping policy as prepared and presented. Sec. Ruiter Discussion. Voice vote all yes. M. C.**

### **Designation of Enforcement Officer**

WHEREAS, Waverly Township has adopted an updated blight ordinance entitled Waverly Township Anti-Blight Ordinance 2007 and

WHEREAS, it is necessary to appoint an Enforcement Officer, and

NOW, THEREFORE BE IT RESOLVED that the Township Board of Waverly Township appoints Michigan Township Services as the Enforcement Officer until further Resolution by the Waverly Township Board.

FURTHER BE IT RESOLVED the rotating appointment of Township Board Members for the purpose of reviewing any written complaints shall be as set forth:

- 1) for the months of April, May and June, 2007 Treasurer Dorr and Trustee Ruitter are appointed
- 2) for the months of July, August and September 2007 Trustee Millek and Supervisor Wilfong are appointed.
- 3) for the months of October, November and December 2007 Treasurer Dorr and Trustee Ruitter are appointed.

The Township Board alternate in all instances shall be A. Jean Dahms

**Motion made by Ruitter, Seconded by Dorr to adopt the foregoing Resolution.**

**Roll call vote:**  
**Wilfong: yes**  
**Dahms: yes**  
**Dorr: yes**  
**Ruitter: yes**  
**Millek: absent**

The Supervisor declared the motion carried and the resolution duly adopted.

TOWNSHIP OF WAVERLY

-----  
A. Jean Dahms,

---

CERTIFICATE

The undersigned, the duly elected and acting Clerk of the Township of Waverly, hereby certifies that the foregoing Resolution was adopted by the Board of said Township at a regular meeting of said Board held on April 5, 2007, at which meeting a quorum was present, by a roll call vote said members as hereinbefore set forth, and that said Resolution was ordered to take immediate effect.

-----  
A. Jean Dahms Clerk

**NIMS: (National Incident Management System)** Discussion included at some point all

board members might have to go to a class for emergency management. If an emergency occurs at Palisades- might need to use our parking lot as a wash down area. **Motion Dahms to adopt the National Incident Management System. Sec. Ruitter. Discussion. Voice vote all yes. Motion Carried. Millek absent.**

**Anti-Blight Ordinance**-adopted and published.

**Cemetery Lawn Maintenance**- Clerk's Lawn care contract is fully executed and provided to township clerk.

**Blight: Garcia.** A hearing on order to Show Cause was held on March 5,2007. Mrs. Garcia appeared and a Consent Judgment was agreed to. Garcia's will have the buildings torn down by June 15<sup>th</sup>.

**Garnet/Wheeler blight:** no report.

**Paw Paw Laundry M-40:** Trustee Ruitter toured the building and there is no laundry equipment there. They sort clothes, it is a distribution center. They do have an iron in the building to "touch up" shirt collars etc.

**Maintenance Proposal for computers that are on the Internet:** Clerk had asked Bloomingdale Telephone for their opinion of the kind/amount of maintenance needed to protect computers on the Internet. The proposal was reviewed and a lengthy discussion followed, resulting in the following: Treasurer Dorr will work with Brian Knotek (Atty. at Schuitmaker's office, and very knowledgeable about computers) and write specifications to keep the computer's safe from viruses etc.

**Letter for Tasha Smalley to use to notify persons with blight problems.** Discussion. **Motion Dahms to adopt the letters prepared and reviewed with changes by Treasurer Dorr. Sec. Ruitter. Discussion. Voice vote four (4) yes. Motion carried. Millek absent.**

**Treasurer Dorr** volunteered to call Gene Butler Friday Morning and have him order computer.

**Audience Comments:** Ernie Brown: What are the fees Michigan Township Services is Charging? Clerk will get a fee schedule from them. Questioned County employees use of Automobiles for personal use. Board has no control of this situation.

Meeting adjourned at 9:55 P.M. by Supervisor Wilfong.

Respectfully Submitted:

Jean Dahms, Clerk