

**WEST TRAVERSE TOWNSHIP
REGULAR BOARD MEETING
APRIL 11, 2017**

Supervisor Sandford called the meeting to order at 7:00 p.m.

Roll Call: Baker, Lauer, Baiardi, Sandford.
Absent: Hollingsworth.

Visitors: John Riggs, Sue Matsko.

The Pledge of Allegiance was recited by all.

Approve Agenda and Additional Items: The agenda was approved by consensus.

Public Comments: None.

Approve Minutes: **Baker made a motion to approve the meeting minutes of March 28, 2017 as presented. Lauer seconded the motion.**

Vote: All yes.

Correspondence: The correspondence was reviewed.

Assessing Report: Joe Lavender, Township Assessor, had presented his written yearly progress report.

Assessor Contract: **Baiardi made a motion to approve the salary increase of 2% for the Township Assessor from \$28,400 to \$29,040, effective May 1, 2017. Baker seconded the motion.**

Vote: All yes.

Hughston Rd. Booster Station: Multiple bids will be solicited for the Booster Station project on Hughston Rd.

Thorne Swift Seasonal Employees: John Riggs stated that he wanted to bring back Deb Riggs and Kate Kloss for the coming season. He is also looking for another person to add to the total number of employees.

Sandford made a motion to approve an increase in compensation for Deb Riggs and Kate Kloss of \$0.25 per hour. Baker seconded the motion.

Vote: All yes.

Recording Equipment: The current dictation/transcription equipment that is used to record meetings is no longer functioning properly. A quote was received to replace the current equipment with a more up to date system.

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Lauer made a motion to authorize Clerk Baiardi to proceed with the purchase of a new dictation/transcription system as per the proposal presented at \$749.24. Baker seconded the motion.

Vote: All yes.

Planning Services: The current Planner/Zoning Administrator has had a stroke and is not able to perform his regular duties. Baiardi has contacted Denise Cline from Northeast Michigan Council of Governments to see if it was possible for her to perform the Planning services if needed. She said that she would be able to do planning services.

Sandford made a motion to authorize Baiardi to go ahead and arrange a contract with Denise Cline for planning services at the rate of \$75.00 per hour. Baker seconded the motion.

Vote: All yes.

Zoning Administration: The Zoning Ordinance does reference an Assistant Zoning Administrator. **Baiardi made a motion to appoint three (3) Assistant Zoning Administrators; Susan Matsko, John Baker and Bob Sandford. Lauer seconded the motion.**

Vote: All yes.

Dust Control: **Baker made a motion to authorize Supervisor Sandford to arrange, as needed, with the Road Commission for dust control. Lauer seconded the motion.**

Vote: All yes.

Clerk's Report: Baiardi presented her written report.

Treasurer's Report: No report.

Planning Commission: There was no meeting in March.

Zoning Administrator: No report.

Recreation/Thorne Swift Committee: Baker reported that some of the trails on the Township 80 acres need to be cleaned up a bit. He will check to see who might be able to do the work.

LTBBOI Litigation: No report.

Supervisor's Report: Sandford stated that someone from MDOT will be looking at the Quick Rd./State Rd. intersection and will report to the Board at the next meeting in May.

Approve Payables: **Baker made a motion to approve payables as presented. Lauer seconded the motion.**

Vote: All yes.

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Public Comments: None.

Board Comments: Baker had some comments regarding the Road Commission meeting.

Adjourn: The meeting was adjourned at 7:48 p.m.

The next regularly scheduled meeting will be May 9, 2017 at 7:00 p.m.

Respectfully Submitted by:

Cindy Baiardi, Clerk

Transcribed by:
Susan Matsko
Township Secretary

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