

Maple Valley Township – Coral Community Center 4662 N Bailey Rd. Coral, MI 49322
Regular Board Meeting Minutes for **November 13, 2023**

Meeting called to order 7:00 pm / Pledge of Allegiance by Supervisor, Dan Boes

Board Members Present: Dan Boes, Lee Frandsen, Andi Knapp, Tim Thornhill, Miranda Brewer

Guests Present: approximately 17 community members signed in.

Approval of Minutes: **Motion** Frandsen 2nd Thornhill to approve Minutes from October 9 Regular meeting Motion passed unanimously.

Approval of Agenda: **Motion** Brewer 2nd Frandsen to approve the agenda with additions of Code Enforcement Letters & Park Committee under New Business. Motion passed unanimously.

Public comment on Agenda items: Opened at 7:04 – No Comments

Supervisor's Report – MVT Fall Clean Up day was very successful, 9 dumpsters were filled. Serving of food was great, wonderful opportunity to talk to community members and to hear feedback on activities in the community.

Treasurer's Report: : Beginning Balances-General Fund \$576,412.52 ARPA Fund \$96,960.93 Ending Balances - General Fund \$632,141.02, ARPA Fund \$69,025.37 **Motion** Frandsen 2nd Thronhill to approve the Treasurer's report as presented. Motion passed unanimously. Fifth Third General Fund CD has been cashed out will be used to open a General Fund CD at Mercantile Bank. **Motion** Brewer 2nd Knapp to start a tax checking/savings account along with a General Fund CD account(s) with Treasurer, Miranda Brewer and Clerk, Andi Knapp as signers on the accounts. Roll Call Vote: Ayes: Brewer, Knapp, Frandsen, Thornhill & Boes Nays: None Motion passed. CD's at Independent Bank will be kept there but will be cashed out and rolled into new higher interest rates product.

Reading of the Bills: Ck # 9451 - 9481, ARPA Check #1030 -1041 (plus online/CC payments) Totaling: \$93,286.41 **Motion** Frandsen 2nd Thornhill to pay bills as presented. Yes: Knapp, Frandsen, Podell, Thornhill & Boes Nays: None Motion passed.

Clerk's Report: Parker Arntz **has** used a camera to check the status of the drains from each toilet in the Community Center, all looked great. Located the first Septic Tank and the one lid is under the foundation of the Community Center. Richards Septic has been here and dug up the first tank/ located the small lid and has pumped it. They will be back this week to dig up the second tank to get it pumped and then will install risers on the lids. MVT Spring Clean Up will be Saturday, April 27, 2024, 8 am to 2 pm – we have booked the same company that facilitated the Fall Clean up. I will be attending the Montcalm Co. Road Commission meeting on December 14 to get the information on the potential 2024 road projects. A letter from the Township Attorney has been sent to the Former Treasurer June Miller regarding township mail coming to her personal PO Box and that there needs to be a forward put on her PO Box directing all township mail to the MVT PO Box in Coral. Would like to thank Dan Knapp for his time and effort to keeping the Community Center clean during the renovations.

Report from County Commissioner, Pat Carr: not present

Report from Planning Commission: Dennis Delaney reported that the PC met on November 9th to start discussing ordinances regarding Short Term Rentals, Mobile Homes & AUD (Auxiliary Unit Dwelling). They currently are planning to meet again on December 7th at 7 pm. The Board has received a letter from Roger Becker, resigning from the PC effective November 4th. **Motion** Frandsen 2nd Brewer to accept the letter of resignation. Motion passed unanimously. Anyone interested in serving on the

Planning Commission please send your letter of interest to the Supervisor, Dan Boes – supervisor@maplevalleytwpmi.gov

Report from Zoning Administrator – Dave Kelsey: 3 permits were issued in October

Report from Community Center: current renovations are completed, the first wedding rental was on Saturday, November 11! The board was presented with proposed new rental fee structure and rental contract. Seating capacity is 200, and there were rental fee comparisons of similar facilities. **Motion** Knapp 2nd Brewer to change the Coral Community Center Rental Fees as follows effective for all rentals starting January 1, 2024. Full Day rental is considered 7 am to 1 am / Half Day rental 3 pm to 1 am Deposit for all events (which must be made to secure the date) will be \$150 which will be refunded after the event if there is no damage, and the facility is cleaned. MVT Resident Rates are as follows – Full day rental \$400 Half Day Rental \$300 Wedding Full day \$600 Wedding Half Day \$400 (Full day Wedding Rentals will have the option of having the facility for half day before event as long as there is not another rental/ clean up will be by noon the following day)

Non-Resident Rates – Full Day Rental \$600 Half Day Rental \$500 Wedding Full Day \$800 Wedding Half Day Rental \$600

Meeting / Gathering Rental Rate – 2 hour block \$75 Motion passed unanimously.

Also Steve Kain will take care of weeds growing through the cement in front of the township building and in the parking lot.

Report from Fire Board: Tender truck is being built. 4 runs in Maple Valley in October. Mike Larsen is no longer available to represent MVT on the Fire Board. Tim Thornhill asked to have Ben Newell appointed to be the other representative appointed to the Fire Board. Knapp did ask if it should be opened up to the residents to see if someone else would like to represent MVT on the Fire Board. **Motion** Thornhill 2nd Frandsen to appoint Ben Newell to the Lakeview Fire Board and he will be required to report to the MVT Board meeting when Tim Thornhill is not in attendance at the Fire Board Meeting.

Report from Cemetery Coordinator: Trufant Cemetery Fall Clean up is completed and Coral Cemetery Fall Clean up 95 % completed. 3 burials in October & 2 burials in November to date. Maps of both cemeteries have been submitted to CIMS Software. Cemetery Ordinance has been updated with the rules and regulations tied to the ordinance, this information has been forwarded to the township attorney for review and will be presented to the board for adoption.

Old Business:

A. **Community Celebration/Open House** – December 9, 2023 Noon to 6:00pm, there will be refreshments and light snacks available, Santa will be making an appearance from 2:00 pm to 4:00 pm with Stump Fence Photography here to take pictures, outside tree lighting will be at 5:00 pm. **Motion** Brewer 2nd Knapp to budget up to \$1500 for food/decorations for the event. Motion passed unanimously.

B. **Park Updates** – Playground equipment is in at Coral Park, survey of Coral Park is completed, part of the pavilion is on the church's property. The owner of the church property has been contacted to come up with some solutions to be presented to the board. Petersen Park property is next on the list to be surveyed.

C. **Cemetery Driveways** - Five different quotes were presented for fixing of Trufant Cemetery Driveways – Motion Thornhill 2nd Brewer to accept the quote from Pleasant Valley Farms Excavating for removal of sod from drives and level then put down 3" –

4" gravel (160 yards) Over 160 yards will be per yard price for \$6700 to be used from ARPA Funds. Roll Call Vote: Ayes – Thornhill, Brewer, Knapp, Frandsen, Boes Nays: None Motion Passed. Will look at Coral Cemetery next spring and will contact those who submitted quotes for current pricing.

New Business:

1. Municipal Building Rental – Montcalm Road Commission would like to rent the municipal building for January – December 31, 2024. The current rent is \$400/month, same price has been paid since 2019. Motion Knapp 2nd Brewer to charge \$600/month for 2024. Motion passed unanimously.
2. Snow Plowing Service Bid – Only one bid was submitted for snow plowing Winter 2023/2024. Motion Frandsen 2nd Thornhill to accept the bid for snow plowing from Randy Heckman at the seasonal rate of \$1250 & \$35 for each salt application as requested. Motion passed unanimously.
3. MTA Classes – there are classes available in December please look them and determine if you will be attending.
4. Montcalm MTA Meeting – will be held on December 12 – please email the clerk if you plan to attend no later than December 5th, if your spouse is attending you will pay for them at the door \$15. Once the clerk gets the official invite with location information that will be emailed to board members.
5. Code Enforcement Letters – Treasurer, Miranda Brewer will compose letters to those properties that we have received complaints about blight for the Supervisors signature, those letters will be sent by certified mail to the property owners. Currently MVT does not have a Code Enforcement Officer – the board members will need to come up with a job description and compensation to be able to advertise for the position.
6. Park Committee – MVT Board would like to form a Parks/Recreation Committee for suggestions/recommendations for all township owned properties (Coral & Trufant). Looking for 7 to 9 people to form this committee that will report to the township board. The Supervisor will appoint members to this committee. If interested in serving, please contact the Supervisor by email supervisor@maplevalleytwpmi.gov

Public Comment: Started at 8:31 pm – 8:49 pm

Things mentioned: Advertise the opening on the Planning Commission

Coral Community Center Rental Coordinator should be required to attend board meetings to give a report.

Who is the rightful/legal heir to Petersen Park, that has legal authority to break the lease and sell the park to the township?

Can anyone be on the Parks Committee, will there be people from both towns appointed to be sure there is equal representation.

Adjournment: Motion Frandsen 2nd Thornhill to adjourn at 8:49 pm. Motion passed unanimously.

Respectfully submitted: Andi Knapp MVT Clerk

Next Meeting: Monday, December 11, 2023, at 7:00 pm