

Mike Koshar, Supervisor
Douglas De Leo, Clerk
Phillip Pitts, Treasurer

Arlington Township
Van Buren County, MI.
Bangor MI 49013
12/16/2020

Georgette Peterson,
Trustee
Ted Swanson, Trustee

Meeting minutes
Meeting taken via Zoom

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

Roll Call of board members: Supervisor Koshar, Clerk De Leo, Treasurer Pitts, Trustees Peterson and Swanson are present.

Public comment: None

Approval of minutes or changes: Motion by Trustee Peterson to allow Sheriff Abbott and Deputies to present their offer of a contract right after minutes of previous meeting. Support by Trustee Swanson. Motion carried.

Minutes of November 18,2020: Treasurer Pitts made the motion to accept as mailed out, Supported by Trustee Peterson. Motion carried.

Police contract: Sheriff Abbott explained the expense of having a Sheriff's deputy contracted to Arlington Township. The cost would be about \$101,000 a year with reimbursement to the county for mileage for the car which would be approximately \$10,000 a year. The contract can be for less than 40 hours and could be split with another township. Days of work can be the same or changed for the work period. The sheriff's deputy can handle blight complaints and does for several townships. Trustee Swanson would like to see deputy handle blight complaints. All board members would like further talks with other townships. Sheriff Abbott gave references of other townships using his service and Supervisor Koshar will investigate. At the present time we would be able to cover additional expenses.

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Law Enforcement Report: Jason Brush gave report: 36 calls in Arlington Township by Sheriff's Department, 9 calls were answered by Michigan State Police, and 1 call answered by Pokagon Tribal Police, 1 call by Bangor Police department. Full report will be attached to minutes.

Fire Department: Chief Derek Babcock gave full report, 7 calls in Arlington Township. The department has answered 486 calls year to date. Response time has been 5:45 seconds. Ionization machine was purchased to help reduce viruses and other pollutants in the air after returning from a fire call. The department has had a rash of fire fighters affected by the covid 19 virus.

Lawrence Fire Department: Chief Mike Anchor gave report. In the month of November 7 calls in Arlington Township. Lawrence department is taking all precautions trying to prevent any covid 19 infections.

Ambulance report: Attached letter from Pride Care Ambulance.

Commissioner Report: Commissioner Doroh reported on grants received from State of MI and Federal Government.

Van Buren County Road Commission: Greg Kinney was not available.

Senior Services: The offices are closed and home delivered meals are being delivered.

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Board of Review: Hal Manning reported that the December 2020 Board of Review met and made corrections to six tax bills. Board of Review members need to be appointed by January 1, 2021 and sworn in by January 10, 2021.

Planning Commission: Minutes of the Planning Commission were reviewed and after much discussion a motion by Trustee Peterson, supported by Trustee Swanson to renew Ventures LLC (50680 28th Ave) special use permit, (SUP). Ventures LLC was advised that they will need a drive way permit from the Van Buren County Road Commission before a building permit can be issued. Motion by Treasurer Phillip Pitts to concur with Planning Commission decision on Ventures LLC renewal of special use permit, (SUP). Support by Trustee Ted Swanson. Vote taken by roll call. Pitts, (yes) Swanson (yes) Peterson (yes), Koshar (yes) De Leo, (no) motion carried.

Second item: SUP renewal for Dragonfly Kitchens II, 26980 CR 215 Bangor, Dragon Fly would like to add one new recreational license. Dragonfly needs to have a commercial driveway and get a permit from the Van Buren County Road Commission. They will replant trees in the spring to replace the ones that die. Derek Babcock recommended a six-month site review. During public comment there was one complaint concerning the odor. One resident complained that a van stopped and a man got out and was on her property taking pictures. Some security cameras on Dragonfly's property might have been recorded the image.

A motion to accept the Planning commission facts and finding was made by Treasurer Phillip Pitts, support by Trustee Georgette Peterson. Roll call vote was taken, Pitts (yes), Peterson, (no), Swanson (no), Koshar (yes), De Leo (no) motion failed. Discussion followed and a new motion by Trustee Peterson supported by

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Trustee Swanson contingent on Dragonfly getting the commercial driveway permit.

After discussion the motion and support was rescinded.

Motion by Treasurer Phillip Pitts to support the facts and finding of the Planning commission and issue a special use permit (SUP) and an additional recreational license to Dragonfly Kitchens II with a review in six months. Supported by Trustee Ted Swanson. Roll call vote was taken. Pitts (yes) Koshar (yes) Peterson (yes) Swanson (yes) De Leo (no) motion carried.

Attorney Report: Arlington Township needs to appoint an FOIA coordinator to be in charge of all requests. After discussion an appointment was made to have the clerk Douglas De Leo be the FOIA coordinator.

Enforcement Officer/Zoning Officer report: John O'Connell gave report waiting on Van Buren Courts to reopen. Two sites have been cleaned up and others are at a standstill.

Clerk's report: Clerk De Leo reported that he is certified on the State of Michigan Bureau of Elections education and is waiting on the new passwords and sign in authorization for the QVF files.

Supervisor: Working with road commission and building inspector. Supervisor Koshar is looking into training classes that will be held through the Michigan Township Association. Michael would like to purchase a new copier, printer scanner for the township hall. He will be receiving quotes on new locks and a security system. The board will determine the need for an office manager for the

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next fiscal year. The practice of extra stipends for reviewing the marijuana licenses was discussed. Motion by Trustee Peterson: suspend the extra pay.

Supported by Trustee Swanson. Roll call vote: Pitts (no) De Leo (yes) Swanson (yes) Koshar (yes) Peterson (yes), motion carried

Treasurer's Report: Treasurer Pitts updated and posted the quarterly report and General Fund on the web page. Two late invoices were received and he is requesting they both be added to the current invoices. The beginning balance is \$200,382.60 and the receipts were \$114,698.47 expenses were \$148,042.24 and the ending balance is \$167,038.83

Motion to pay bills was made by Trustee Swanson, supported by Trustee Peterson. Roll call vote: De Leo(yes), Pitts (yes), Swanson(yes), Peterson (yes) Koshar (yes) motion carried.

Treasurer Pitts stated the tax collection is a little behind this year compared to years past. He will be at the hall to collect taxes on December 31, 2020 from 9 to 12 a.m. and 1 to 4p.m. to collect taxes, payment will be received only by check, cash, or money order. No credit or debit cards accepted.

Motion to add Douglas De Leo, Clerk and remove William Pugsley and Jacque Phillippe for the township financial accounts. Support by Trustee Peterson.

Roll call vote: Pitts (yes), De Leo (yes) Koshar (yes), Swanson (yes) Peterson (yes) Motion carried. Discussion to

have all finances in one bank was discussed and Treasurer Pitts and Clerk De Leo will speak to Sturgis Bank financial personnel.

The board needs to have a debit card and the Clerk and Treasurer will gather information on the possibility.

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New Business: Supervisor Koshar recommended adding two new members to the planning commission. At this time there is an opening and he also nominated Tina Loomis to be appointed the new member. Motion by Treasurer Pitts, supported by Trustee Peterson to appoint Tina Loomis to planning commission. Roll call vote was taken: Pitts (yes) Peterson (yes) Koshar (yes) Swanson (yes) De Leo (yes). Motion carried.

Comments from Attorney Knotek: the extra stipend was for work and is an expense that was legal to pay for out of the marijuana funds. In his opinion these payments would never sway someone into voting for approval of a marijuana license. No way was it a bribe or hush money.

Supervisor Koshar will be glad to take on the marijuana licensing procedures.

Public Comment: Trustee Swanson would like to see the marijuana advisory committee appointed as soon as possible.

Adjournment: 10:15p.m.

Respectfully Submitted

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