

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

Arlington Township
Van Buren County, MI.
52022 34th Ave.
Bangor MI 49013

Georgette Peterson, Trustee
Ted Swanson, Trustee

April 21, 2021

Pledge: The pledge was recited at 7:10p.m. Start of meeting was delayed due to computer and zoom problems.

Roll Call of Officers: Trustee Ted Swanson, Trustee Georgette Peterson, Treasurer Phillip Pitts, Clerk Douglas De Leo, Supervisor Mike Koshar. All present

Approve agenda or changes: Additions to New Business,
: FOIA procedures,
: Treasurer Resignation
: Amendment to ordinance 2020-01

Motion by Trustee Georgette Peterson supported by Trustee Ted Swanson to approve agenda with additions. Roll call: De Leo yes, Swanson yes, Peterson yes, Pitts yes, Koshar yes.

Minutes of March 17, 2021: Motion by Pitts, seconded by Swanson to approve the minutes as presented. Roll Call, Pitts yes, De Leo yes, Swanson yes, Koshar yes, Peterson yes.

Public Comment: none

Police report: Deputy Ashley Weber, gave full report. There were 47 calls in Arlington and 27 were handled by Sheriff's department. Stolen cars seem to be on the rise and numerous trespassing and assaults were reported.

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Fire Department Bangor: Chief Babcock reported there were 59 calls with 13 in Arlington. Grass fires were a large part of the calls. Year to date calls 148. Fire department purchased new highway safety vests. Fireworks on the 4th of July is in the planning stage and seems to be going well. Chief Babcock is conducting ladder training with a trainer from the Muskegon area. The chief reported that the Van

Buren Health Department is still doing vaccinations for covid and anyone interested should call the Health department or several of the Pharmacies in the County.

Lawrence Fire Department: No report was given.

Ambulance report: There were five priority one calls and two priority two calls for a total of 7. Average response time was 10:15 seconds.

Van Buren County Commissioner report: Stryker Medical will perform autopsies for the County. Kayak launch will be built in Geneva Township. The Van Buren Transit budget was approved. Long time County Administrator John Faul is retiring and Frank Hardester will replace him. John will be missed. The Veterans Service Officer has left the position. Any veterans who need a ride should call 269-302-0237.

Road Commission: Greg Kinney gave full report on road grading, gravel spreading, and scheduling seal coating.

Senior Services Van Buren: Still closed due to covid, the director and two staff are delivering meals to shut ins. Helped with 750 income tax returns. Scheduled 2500 covid vaccinations.

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April 21, 2021 Board of Review: July 20th will meet to correct any administrative errors. No summer exemptions.

Planning Commission: Met in March, minutes on website. No meeting in April, next meeting May 5th.

Township Attorney: Scott Graham is filling in on an interim basis until a law firm is hired for township. A search is underway for another attorney.

Zoning Report: John O'Connell is taking pictures for attorney for two blight cases that are ongoing. Two driveway permits were issued by Road Commission.

Clerk's Report: The Lawrence School Board will hold an election in August. We will need election inspectors.

Supervisor's report: Work with marijuana files is taking a lot of time to update and inspect for missing articles. Road tour is done and work needed is being reported to Van Buren Road Commission.

Treasurer's Report: Beginning Balance \$113,991.02, Receipts, \$29,173.25, Monthly expenses, \$5,362.90, Ending balance, \$137,801.37. Full report is on file. Motion by Trustee Ted Swanson to accept treasurer's report, supported by Treasurer Phillip Pitts, roll call: De Leo, yes, Pitts, yes, Koshar, yes, Peterson, yes, Swanson, yes.

New Business:

1. Mr. and Mrs. Ponds gave a report on planned unit development that they are doing at 49991 CR 215. They are planning a restaurant with a bar, cabins, wedding

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venue, and other outdoor events. A full description with drawings and sight plan will be presented to planning commission at a later date. Will work with neighborhood to not disturb the nature of the property.

2. Township's legal counsel: Notice of resignation from Brian Knotek was read and accepted. Roll call: Koshar YES, De Leo YES, Pitts YES, Swanson YES, Peterson YES.

3. Discussion to appoint Scott Graham legal counsel on an interim basis. Motion by Swanson supported by Peterson to appoint Attorney Graham legal counsel. Roll Call, Peterson yes, Swanson yes, Pitts yes, De Leo yes, Koshar yes.

4. A request for proposal (RFP) will be mailed to the Van Buren County Bar Association and advertised in other publications for new legal counsel. Motion by Ted Swanson to advertise for new legal counsel and with a 30 days' time frame for responses. Supported by Phillip Pitts. Roll call: Koshar yes, Pitts yes, De Leo yes, Swanson yes, Peterson yes.

5. Treasurer's resignation: A resignation letter was received from Treasurer Phillip Pitts, he will leave the board on June 16, 2021. Motion by Swanson, supported by De Leo to accept his resignation with regrets. Roll call: Peterson yes, Swanson yes, De Leo yes, Koshar yes. Treasurer's Pitts abstained from voting. Treasurer Pitts will supply the board with a job description by May 1, 2021. This position will be advertised and a replacement should be appointed by June 16 and will hold office until the November 2022 election. May 30, 2021 will be the deadline for anyone to apply.

6. Attorney Graham presented the Board with a new Freedom of Information Act (FOIA) procedure that needs to be adopted. A motion by Peterson to adopt FOIA procedure with a few necessary corrections, (spelling errors) supported by Swanson: Roll call, Peterson yes, Swanson yes, De Leo yes, Pitts yes, Koshar yes.

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7. New state law in effect as of March 31, 2021 that will allow a marijuana grower to apply for and purchase an adult use license without having a medical license in effect. Motion by Pitts to pass the amendment to ordinance 2020-01 "The marihuana business ordinance" to reflect the State's law, supported by Peterson. Roll call: De Leo, yes, Peterson yes, Pitts yes, Swanson yes, Koshar yes.

Old Business:

1. Attorney Graham updated us on the ambulance contact (Pride Care) and transcribed another version with his opinions and suggestions. This will be sent to Pride Care for approval.
2. Office Manager's position: Motion by Swanson, supported by Pitts to accept the job description for an office manager. This will be advertised for an employee on our web site and in the newspapers. Any information should be submitted to Supervisor Mike Koshar.
3. Marijuana Compliance Assistant: Work will consist of organizing files, compiling applications, checking signatures, checking on back ground procedures, tax payments up to date. Salary will be determined with experience. Swanson made a motion to allow Supervisor Koshar to fill position until all files are brought up to the Township's satisfaction. Supported by Peterson. Roll Call: Swanson yes, De Leo yes, Pitts yes, Koshar yes, Peterson yes.
4. Planning Commission: The township is still seeking new members and anyone interested should apply.
5. E-mail blast: Any news that benefits the Township should be send to Trustee Peterson for publication.

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6. Special meeting to be held on Wednesday the 12th of May for the purpose being open discussion on the marijuana moratorium and ordinance. The meeting will be held at 6:00p.m.

7. Dump date: The refuse station will be open to township residents on May 8th 2021 from 8a.m. until 4.p.m. Only township residences are allowing to bring refuse to the station.

Public Comment continued: Kyle Holland suggest that the marijuana compliance officer could come from outside the township.

Public comment: Annie Davidson Funke discussed traffic on 52nd and CR 215 is much worse now do to construction on CR 380.

Adjourned the meeting at 9:30 by Supervisor Mike Koshar.

Agenda, Arlington Township Board Meeting

April 21, 2021

Approve\changes of Agenda

Minutes: Additions or changes? Approve March 17th, 2021 minutes

Public Comment

Reports:

Law Enforcement Report- Jason Brush

Fire Department Report- *Bangor & Lawrence*

Ambulance Report

Commissioners Report - Kurt Doroh

Road Commission - Greg Kinney

Senior Services - Doug DeLeo

Board of Review - Hal Manning

Planning Commission - Georgette Peterson

Township Attorney Report -

Enforcement Officer/Zoning Report - John O'Connell

Zoning Board of Appeals

Clerk's Report - Doug DeLeo

Supervisor's Report - Mike Koshar

Treasurer's Report - Phil Pitts

New Business:

North Coast Inn.

Township Legal Counsel-

: Notice of resignation of legal counsel

: Approval of Interim counsel until new legal counsel is hired.

: Request for legal proposals

: Notice of Treasurer's Resignation

: FOIA resolution, procedures and guidelines

: Amendment to ordinance 2020-01

