



CHARTER TOWNSHIP OF BEDFORD
115 S. Uldriks Drive, Battle Creek, MI 49037
March 14, 2024 – 7:00 PM
TOWNSHIP BOARD MEETING
MINUTES

1. CALL TO ORDER 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. MOMENT OF REFLECTION – Supervisor Kinzel offered a prayer.

4. ROLL CALL ATTENDANCE

Carl Kinzel, Supervisor; Joyce Feraco, Clerk; Erica Miller, Treasurer; Barry Beamish, Trustee; Kraig Dingman, Trustee; Stacy Greenwood, Trustee; Mark Hires, Trustee

5. APPROVAL OF March 14, 2024 AGENDA

Moved by Trustee Hires, supported by Trustee Dingman to approve the March 14, 2024 agenda, as submitted. Discussion – Trustee Greenwood offered a friendly amendment to add a presentation by Fleis & Vandenbrink consultant regarding Fire Station #1 planning. Amendment supported by Trustee Beamish and approved unanimously by voice vote, followed by roll call vote on approval of agenda.

ROLL CALL

7– Yes

6. APPROVAL OF THE February 8, 2024 MEETING MINUTES

Moved by Treasurer Miller, supported by Trustee Greenwood to approve the February 8, 2024 minutes as submitted. Discussion – Trustee Greenwood moved to amend the error of the word “agenda” instead of “minutes” on page 1 of the minutes. Amendment supported by Trustee Hires and approved unanimously by voice vote, followed by roll call on approval of minutes.

ROLL CALL

7 – Yes

7. PUBLIC COMMENT (Agenda items only)

- A resident believes that there should be transparency regarding how items or initiatives are placed on the agenda. He stated that he would like to know how they originate and would appreciate having the agenda out earlier.

8. COMMUNICATIONS

- Draft February 8, 2024 minutes
- February check disbursement reports
- February check register
- Revenue & Expense report
- BCPD activity reports
- Bedford Fire Dept. activity reports
- Superintendent Action Plan – Monthly update
- Building & Zoning Administrator Report
- Assessor Report

9. REPORTS

- A. Police & Fire** – Officer LaValley reported that there were 320 calls for service last month, with four of these being Priority 1 calls in which the arrival time was within four minutes. She reported that residents should be aware that there are numerous phone scams happening currently and advises not to answer calls coming from blocked numbers or numbers that the recipient does not recognize. Chief Cochensparger reported that there have been 196 medical calls so far in 2024. He reported that the 240-hour fire course would be starting at the Township next month. Police & Fire reports on file.
- B. Legislative & Intergovernmental Relations** – Rep. Haadsma not present. Commissioner Frisbie reported that the county has recently approved a bid for hot mix asphalt by Lakeland Asphalt, stating that the increase was not as high as expected, being 3% over last year. The Annual Equalization Meeting will happen on Tuesday, March 19 at the County Building.

10. PRESENTATIONS

*(*Presentation by Fleis & VandenBrink consultant added to agenda to happen after completion of meeting resolutions.)*

11. UNFINISHED BUSINESS

- A. Personnel Policy Update** – Superintendent McKinley reported that he is continuing to work with Counsel Seth Koches, Trustees Beamish and Greenwood on the update of the Policy Manual. A rough draft of a revised policy manual is in the board packet for review.
- B. Report from Roads Advisory Committee** – Chair Mike Staib reported that the committee met four times last year. He expressed his disappointment that the full report which had been submitted to the Township early was not placed on the website yet and requested that this be done soon. Reported that the committee is recommending the hiring of a township road coordinator to serve as a liaison between the board, the County Road Department, any hired road contractors. This individual would have responsibility for the oversight and assurance of quality control for road maintenance and improvements and would ensure ongoing communication regarding roads between all parties.
****Moved by Trustee Hires & supported by Trustee Greenwood to further discuss the hiring of a Road Coordinator at next month's board meeting. Supported unanimously by voice vote.**
- C. Treasurer's Report** – Treasurer Miller stated that there will be a report next month as her office was very busy this past month. Treasurer Miller reminded the Board that Maner-Costerisan (financial consultants) had recommended that a financial advisory committee be formed in their report to the Board recently.
****Motion by Treasurer Miller & supported by Trustee Greenwood to form a financial advisory committee.** Discussion – Trustee Beamish stated that this type of motion should be placed on the agenda earlier, so the Board has time to consider and prepare.

ROLL CALL

0 – Yes

7 - No

Treasurer Miller will prepare and submit information related to this proposal for the Board for the April meeting.

- D. Marijuana Licensing Ordinance Discussion** – The Building & Zoning Administrator and Legal Counsel Seth Koches reported that the marijuana ordinance that was approved by the Charter Township of Bedford Planning Commission has been sent to the County Planning Commission for review. After completion of this review, the County's recommendations will be sent back to the Township and reviewed for acceptance by the Board.

12. PETITIONS AND NEW BUSINESS

RES. 03/14/24/16 Moved by Trustee Greenwood, supported by Trustee Hires to approve the February expenditures totaling \$944,480.58.

ROLL CALL

7 – Yes

RES. 03/14/24/17 Moved by Trustee Greenwood, supported by Trustee Hires and resolved by the Charter Township of Bedford to authorize the Superintendent to submit the request for allocation of the Calhoun County and Recreation Local Millage Distribution for 2024 in the amount of \$30,177.67. These millage funds, which were approved by the taxpayers on August 4, 2020, will be used for the purpose of maintaining, operating, preserving, acquiring, and developing our parks.

ROLL CALL

7– Yes

RES. 3/14/24/18 Moved by Trustee Beamish, supported by Trustee Dingman to distribute current Cost Recovery Ordinance to legal counsel for updates and revisions as necessary. **Discussion** – Asst. Chief explained the purpose of a cost recovery ordinance and the fact that the Township’s ordinance is outdated in terms of some of the language used when originally approved many years ago. Recommendations have been made for revisions and there is a need for review by legal counsel prior to First Reading. Counsel Koches reminded the Board of the process for ordinance approval.

ROLL CALL

7 – Yes

**** Motion by Trustee Beamish, supported by Trustee Hires to hold a Special Township Meeting for the purpose of First Reading of the revised Cost Recovery Ordinance on Thursday, March 21, 2024 at 10:30 AM. Passed unanimously by voice vote.**

PRESENTATION - Mike DeVries, Fleis & VandenBrink – Fire Station

Mr. DeVries presented the status of a previously proposed and approved (2017) consultation regarding Fire Station #1. A needs assessment is required for the first phase of planning for a new Fire Station. Mr. DeVries believes that the company can have a preliminary assessment completed by next month’s Board meeting. Mr. DeVries informed the Board of the possibility of filing for an appropriation for the funding of the demolition and new FS construction through Sen. Gary’s Peter as part of next year’s federal appropriations bill for Michigan. The initial requisition form is filed online and short. Fleis & VandenBrink will file this request for the Township at no charge. It is due by Wednesday, March 20, 2024.

****Motion by Treasurer Miller and supported by Trustee Hires to approve the submission of the appropriations for funding for Fire Station #1 (demolition and construction of new structure) to be submitted through consultants, Fleis & VandenBrink. Motion approved unanimously by voice vote.**

13. PUBLIC COMMENT

- A resident believes that the Board has not been patriotic which is why he has not said the Pledge of Allegiance until tonight. He welcomed newly elected Supervisor Kinzel to the Board
- A resident also welcomed Supervisor Kinzel. The resident thanked Officer LaValley regarding recent assistance provided to a family member. He also suggested that a Conflict of Interest Statement be a part of the new policy manual. Also, a Competitive Bidding Policy and Purchasing Policy should be included in the manual.
- A resident thanked Cody McCarty for his work in setting up the livestream. He requested that the Board begin allowing residents who cannot attend the meetings to be able to address the Board during public comment remotely via the livestream. Suggested the use of a parliamentarian. Stated that the Board discussions at the meetings are very difficult to hear and requested improved audio for the meetings. The resident announced he is running for State Representative.
- A resident stated that he also has difficulty hearing at the meetings and that this should be fixed.

- A resident stated that it is correct for the Supervisor to be in charge of appointing members to a committee and that agendas are the responsibility of the Supervisor. He stated that this was taken out of his hands when he served as Supervisor. He reviewed several issues he believed to be problematic while he was Supervisor.
- A resident and member of the Planning Commission stated that the Planning Commission had been charged by the Board to review and make recommendations for the solar ordinance, which was done. While it is true that the State of Michigan has now removed local control of solar projects, there is currently a petition circulating to reverse this. He also discussed the difference between marijuana licensing and zoning ordinances.
- A resident discussed the difficulties she had with construction of a new concrete driveway and a culvert in her yard. She believes that a Township Road Coordinator may have been able to foresee the problem and prevent the extra cost she incurred from improper construction.

14. CLOSED SESSION for written legal opinion from Township Attorney regarding personnel matters.

Moved by Trustee Beamish, supported by Trustee Hires to move to closed session for the purpose of discussing personnel matters at 8:32 PM.

ROLL CALL

7 – Yes

**** Motion by Supervisor Kinzel, supported by Trustee Dingman to resume session at 9:58 PM. Approved unanimously by voice vote.**

15. TRUSTEES' PERSONAL PRIVILEGE

- **Trustee Dingman** – No comments.
- **Trustee Greenwood** – Stated she also believes better audio needs to be provided in the meeting room. Thanked Cody McCarty for the Zoom livestream and suggested looking into a different platform, such as YouTube. She also emphasized that the Personnel Policy draft is just a draft at this point and there is more work to be done on it. She welcomed Supervisor Kinzel to the Board.
- **Trustee Hires** - Welcomed Supervisor Kinzel.
- **Trustee Beamish** – Stated that he also wants to make sure the Conflict of Interest Policy is included in the Policy Manual.

16. ANNOUNCEMENT BY CHAIR, CHAIRPERSON OR ELECTED OFFICIALS

- **Treasurer Miller** – Stated that she will personally be circulating petitions to eliminate the property tax which is a current initiative in Michigan. She thanked everyone for coming.
- **Clerk Feraco** – Stated her agreement that the agenda should be posted earlier. She thanked Mike Staib for his report and welcomed the Superintendent.
- **Supervisor Kinzel** – Thanked everyone for attending and wants everyone to feel heard. He stated that the agenda should be out in a timely manner, however, this is not always possible if urgent matters come up at the last minute that need to be addressed by the Board. Since the Board only meets once per month, this means that those items may need to be addressed on short notice. He stated he will work for transparency.

17. ADJOURNMENT

Meeting adjourned at 10:12 PM.

**Next Board Meeting – April 11, 2024 at 7:00 PM.*

***Special Board Meeting – March 21, 2024 at 10:30 AM.*