



# CHARTER TOWNSHIP OF BEDFORD

115 S. Uldriks Drive, Battle Creek, MI 49037

February 11, 2021 - 7:00 PM

## TOWNSHIP BOARD MEETING MINUTES

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### 1. CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

### 3. MOMENT OF REFLECTION

### 4. ROLL CALL

William Scutt, Supervisor; Joyce Feraco, Clerk; Erica Miller, Treasurer; Barry Beamish, Trustee; Kraig Dingman, Trustee; Mark Hires, Trustee; Joni Jones, Trustee.

### 5. APPROVAL OF THE FEBRUARY 11, 2021 AGENDA

Moved by Trustee Jones, supported by Clerk Feraco, and resolved by the Board of Trustees of the Charter Township of Bedford to approve the February 11, 2021 agenda with the removal of Resolution 2/11/21/13.

#### ROLL CALL

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

### 6. APPROVAL OF THE JANUARY 14, 2021 MINUTES

Moved by Trustee Dingman, supported by Treasurer Miller, and resolved by the Board of Trustees of the Charter Township of Bedford to approve the January 14, 2021 minutes as submitted.

#### ROLL CALL

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

### 7. APPROVAL OF THE FEBRUARY 4, 2021 MINUTES

Moved by Trustee Beamish, supported by Trustee Dingman, and resolved by the Board of Trustees of the Charter Township of Bedford to approve the February 4, 2021 minutes as submitted.

#### ROLL CALL

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

## 8. SUPERVISOR'S ADDRESS

Supervisor Scutt mentioned a snowplowing issue on Iden and planned repairs on the building.

## 9. PUBLIC COMMENT ON AGENDA ITEMS ONLY

A resident commented on an issue with the former Planning Commission Chairperson and requested corrected minutes from a Planning Commission meeting. He also suggested that the topic of appointees for A.M.S.A. should be reviewed carefully.

A resident stated that he was glad to see that Fleis & VandenBrink is being considered to work on the parks and recreation improvements and is looking forward to township residents being able to offer input. He is also in support of removing the police and fire commissioner positions.

## 10. COMMUNICATIONS

- Draft January 14, 2021 minutes
- Draft February 4, 2021 minutes
- January check disbursement reports
- Year-to-date budget report
- BCPD activity reports
- Bedford Fire Department activity reports
- Letter from Calhoun County MTA
- Fleis & VandenBrink Parks Grant Proposal
- 2021 Poverty Exemption Test Guidelines
- SiegfriedCrandall Audit Letter
- Attorney Letter re: Police and Fire Commissioners

## 11. REPORTS

### A. FINANCE

#### RES. 2/11/21/08

Moved by Trustee Beamish, supported by Treasurer Miller, and resolved by the Board of Trustees of the Charter Township of Bedford to approve payment of expenses totaling \$26,634.85.

#### ROLL CALL

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

### B. PUBLIC HEALTH AND SAFETY

**POLICE:** Battle Creek Police Officer Hopkins - There have been 3 burglaries including some with forced entry. There have been incidents of catalytic converters being stolen off cars. Additional incidents include: broken mailbox, counterfeit \$20 bills, credit card fraud, and identity theft.

**FIRE:** Chief Cochensparger – see attached report

### C. BUILDING AND GROUNDS – Kevin Dezotell – no report

**D. BUILDING OFFICIAL** – Trustee Mark Hires – It has been pretty slow, but business is expected to pick up in the next couple of months.

**E. BLIGHT OFFICER** – Supervisor Bill Scutt – Most complaints lately have been regarding inoperable vehicles and other junk in yards.

**F. PLANNING COMMISSION** – Chairperson Stacy Greenwood – Slow start to the year. Approved a group child care and set the meeting schedule. There will be a special meeting on March 2 at 7:00 p.m. to consider a re-zoning issue.

**G. LEGISLATIVE AND INTERGOVERNMENTAL RELATIONS**

Representative Haadsma mentioned that he co-sponsored a \$5 billion COVID-19 relief package. Commissioner Frisbie said during the meeting last week, they authorized the issuance of pension bonds. They also assigned commissioners to committees and appointed members to the Parks & Recreation commission.

**12. UNFINISHED BUSINESS**

**RES. 1/14/21/06**

Moved by Trustee Jones, supported by Trustee Dingman, and resolved by the Board of Trustees of the Charter Township of Bedford to engage Fleis & VandenBrink Engineering to assist the Planning Commission in pursuing DNR grant opportunities for preserving the shoreline at Skeets-Gehrman Park.

Proposed friendly amendment by Trustee Beamish, supported by Trustee Jones, to change the wording of the resolution to the following: “to engage Fleis & VandenBrink Engineering to assist the Planning Commission in pursuing DNR grant opportunities for ~~preserving the shoreline at Skeets-Gehrman Park~~ park improvements.”

**ROLL CALL (FOR FRIENDLY AMENDMENT)**

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

**ROLL CALL (FOR RESOLUTION)**

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

**13. PETITIONS AND NEW BUSINESS**

**RES. 2/11/21/09**

Resolved by the Board of Trustees of the Charter Township of Bedford to send Ordinance 2/8/18/06 – Medical Marijuana Licensing Ordinance and Ordinance 2/8/18/07 – Medical Marijuana Zoning Ordinance to the Planning Commission for the required three-year review and for consideration of adding recreational marijuana to our ordinances.

Proposed friendly amendment by Trustee Beamish, supported by Trustee Jones, to add a deadline to the resolution: “to send Ordinance 2/8/18/06 – Medical Marijuana Licensing Ordinance and Ordinance 2/8/18/07 – Medical Marijuana Zoning Ordinance to the Planning Commission for the required three-year review and for consideration of adding recreational marijuana to our ordinances, **to be completed by the June 11, 2021 board meeting.**”

**ROLL CALL (FOR FRIENDLY AMENDMENT)**

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

**ROLL CALL (FOR RESOLUTION)**

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

**RES. 2/11/21/10**

Moved by Trustee Dingman, supported by Trustee Beamish, and resolved by the Board of Trustees of the Charter Township of Bedford to appoint the following individuals to the Area Metropolitan Services Agency (A.M.S.A):

Mark Hires, Trustee/Building Official – through expiration of term November 20, 2024

William Scutt, Supervisor – through expiration of term November 20, 2024

**ROLL CALL**

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

**RES. 2/11/21/11**

Moved by Trustee Dingman, supported by Trustee Beamish, and resolved by the Board of Trustees of the Charter Township of Bedford to adopt the Poverty Exemption Income Guidelines and Asset Test:

WHEREAS, the General Property Tax Act, MCL 211.7u, states that the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, a Township Board is required by MCL 211.7u to adopt guidelines for the poverty exemption;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the Charter Township of Bedford, Calhoun County, adopts the following guidelines for the Supervisor and Board of Review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household.

To be eligible for exemption under this section, a person must do all of the following on an annual basis:

- 1) Own and occupy as a principal residence the property for which an exemption is requested. The person shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the local assessing unit.

- 2) File a claim with the Board of Review on a form prescribed by the state tax commission and provided by the local assessing unit, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, and an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return.
- 3) Produce a valid driver license or other form of identification if requested by the supervisor or board of review.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the Supervisor or Board of Review.
- 5) Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget.

BE IT ALSO RESOLVED that the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

**ROLL CALL**

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

**RES. 2/11/21/12**

Moved by Trustee Dingman, supported by Trustee Jones, and resolved by the Board of Trustees of the Charter Township of Bedford to eliminate the positions of Police and Fire Commissioner in line with Michigan Townships Association (MTA) guidelines.

**ROLL CALL**

7 – Yes – Scutt, Feraco, Miller, Beamish, Dingman, Hires, Jones

0 – No

Motion carried.

**14. PUBLIC COMMENT**

A resident inquired about the blight officer position as well as the building and zoning administrator position. He also stated he is starting his own parks and recreation committee.

Terrie Godde, EMS Education Coordinator with MDHHS, requested time at a future meeting to discuss human trafficking.

A resident stated that unprofessional behavior by the previous Planning Commission Chairperson was swept under the rug. The same resident believes he should not have been removed from the Planning Commission.

**15. TRUSTEES’ PERSONAL PRIVILEGE**

Trustee Beamish clarified that the Planning Commission does have the right to form committees. He also apologized for his behavior at a previous Planning Commission meeting but stated it has been handled.

Trustee Jones thanked the Clerk and the Treasurer for the additional reports they provided before this meeting. She also reminded everyone that the policy manual needs to be updated.

**16. ANNOUNCEMENT BY CHAIR, CHAIRPERSON OR ELECTED OFFICIAL**

Clerk Feraco mentioned that the Clerk’s office has been preparing for the annual audit with Siegfried Crandall which will take place February 22-25. Additionally, with it being a new year we are working on document retention not only in our office but on the older files in the attic as well. She has been notified that the election in May will involve all of our school districts, so we will be running a full election with all of our precincts open and our absent voter counting board handling absentee ballots.

Treasurer Miller said the last day to pay taxes without penalty will be Tuesday, February 16 due to February 15 being a federal holiday (Presidents Day). She also gave the January 31 balances of our TCF Bank accounts.

Supervisor Scutt mentioned that he and the Building and Zoning Administrator would be having a meeting with the county regarding road maintenance.

**17. ADJOURNMENT**

Moved by Trustee Jones, supported by Trustee Dingman to adjourn the meeting at 8:28 p.m. The next Board meeting is March 11, 2021 at 7:00 p.m.

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William Scutt, Supervisor

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Joyce Feraco, Clerk