

**LOWELL CHARTER TOWNSHIP  
REGULAR MEETING  
MONDAY, JANUARY 19, 2009**

Present: Hale, Regan, Anderson, Blough, Thompson, VanderZiel  
Absent: Stougaard

Township Supervisor Jerry Hale called the meeting to order in the Township Hall at 7:00 pm.

**AGENDA APPROVAL** – Thompson moved, Blough seconded, to approve the agenda. Motion carried.

**MINUTES** – Thompson moved, Vander Ziel seconded, to approve the minutes of the regular meeting of December 15, 2008 as presented. Motion carried.

**TREASURER’S REPORT** – No Treasurer’s report.

**BILLS** – Blough moved, Thompson seconded, to pay the special bills:

City of Lowell	Wtr,Swr, Fire Res	\$15,483.54
Fleis & VandenBrink	Study	\$770.00
Galloup Co.	Wtr Twr Alarm	\$650.40
Infrastructure Altern	Water/Sewer	\$3,085.74
MainStreet Planning	Planning Svcs	\$2,781.36
Michigan Municipal L	Insurance	\$9,349.00
Mika, Meyers	Attorney	\$2,025.87
Scenic Expressions	Snow Plowing	\$1,430.00

Motion carried.

Thompson moved, Regan seconded, the current bills be approved; General Fund - \$28,517.97, Sewer Fund - \$7,905.02, Water Fund - \$10,278.25: Check Nos. 17564-17616; Payroll Nos. 8567-8589. Motion carried.

**REPORTS** – The Assessor and Ordinance Enforcement Officer submitted written reports. Pat Ullchin with the Historical Museum gave their annual report and thanked the Township for their contribution. Planning Commission Chair Dave Simmonds gave the annual report and 2009 work plan for the Planning Commission.

**CORRESPONDENCE** – No correspondence.

**2009/2010 BUDGET** – Regan moved, Anderson seconded, the public hearing for the proposed 2009/2010 budget be set for the next regular board meeting on Tuesday, February 17, 2009 at 7:00 p.m. Motion carried.

**2008/2009 BUDGET UPDATE** – The Clerk reviewed the third quarter budget update.

**COMPUTER SOFTWARE UPGRADE** – The office software needs to be upgraded to Office 2007. A quote was received to purchase 7 copies for \$229.00 each. Thompson stated that he saw the upgrade cheaper at Circuit City. The Clerk will look into the cost.

**TOWNSHIP HALL RENOVATION PROPOSAL** – Two proposals from Fleis and VandenBrink to prepare the bid package were received. The first one is for \$5,400 which includes preparing the bid package, advertising, and reviewing the bids as well as

overseeing the construction process. The second bid for \$4,300 covers preparing the plans and bid package. Thompson moved, VanderZiel seconded, to authorize the Supervisor to contract with Fleis and VandenBrink for the five items listed in the second proposal for \$4,300 to prepare the plans and bid package. Motion carried. The Board discussed the proposed estimate of the project itself. Fleis and VandenBrink estimated the project to cost between \$40,000 and \$48,000. Thompson moved, Blough seconded, to authorize the Supervisor to solicit bids for construction based on a budget of \$40,000, with funds for the project to come from the Township's fund balance. Motion carried.

**AUDIT PROPOSAL** – A proposal was received from Hungerford, Aldrin, Nichols and Carter, PC to renew their contract to perform auditing services for the Township for three more years. The cost for the first year would be \$12,000 with an increase of \$500 each of the next two years. This cost has been reduced from their last audit which was \$12,500. Thompson moved, VanderZiel seconded, to accept the proposal from Hungerford, Aldrin, Nichols and Carter for auditing services for the next three years. Motion carried.

**ZBA APPOINTMENT** – Roger Tomkins has moved out of the Township and has resigned his position on the Zoning Board of Appeals. Supervisor Hale recommends appointing Cliff Bonn to fill the remainder of his term which expires January 2010. Regan moved, Anderson seconded, to appoint Cliff Bonn to fill the vacant position on the Zoning Board of Appeals which expires January 20, 2010. Motion carried.

**WATERMAIN SPECIFICATION** – A letter from Kent Trierweiller, Infrastructure Alternatives, along with revised watermain specifications was reviewed. The DEQ is asking that Lowell Township revise their standards to meet current state specifications for watermain construction. Thompson moved, Regan seconded, to adopt the specifications as presented. Motion carried.

**PUBLIC COMMENT** – Three citizens commented.

**ADJOURNMENT** – Thompson moved, Anderson seconded, the meeting adjourn at 8:20 p.m. Motion carried.

Respectfully submitted,

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Linda S. Regan, Clerk  
Charter Township of Lowell

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Jerry Hale, Supervisor