

**SUMMIT TOWNSHIP BOARD MEETING**  
**June 14, 2005 – 7:00 P.M.**

**PRESENT:** James Dunn, Supervisor; Robert DuBois, Clerk; Douglas Hoyt, Treasurer; and Trustees Gordon Heins, Scott Elliott and Rick Wilson.

**ABSENT:** Sean Kennedy, Trustee.

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**CALL TO ORDER:**

The regular meeting was called to order by the Supervisor on Tuesday, June 14, 2005, at 7:00 p.m. in the meeting room of the Township Hall.

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**APPROVAL OF MINUTES:**

Motion by DuBois, supported by Heins, and on roll call vote unanimously carried to approve minutes of the May 10, 2005, Regular Board Meeting and the May 24, 2005, Special Board Meeting.

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**APPROVAL OF ACCOUNTS PAYABLE:**

Motion by Hoyt, supported by Heins, and on roll call vote unanimously carried that the accounts payable, totaling \$265,521.58 (General Office \$2,610.62; Fire Department \$3,477.39; Water Operation & Maintenance \$18,332.36; Sanitary Sewer Operation & Maintenance \$13,998.83; Street Lights \$10,558.33; and bills paid from May 11, 2005 through June 10, 2005 in the amount of \$216,544.05) all as itemized and attached to these minutes be approved.

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**APPROVAL OF MONTHLY DEPARTMENTAL REPORTS:**

Motion by DuBois, supported by Hoyt, and on roll call vote unanimously carried that the monthly reports (Building, Electrical, Fire, Police and Water and Sewer) be approved for filing.

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**ANNUAL ASSESSMENT DEPARTMENT REPORT:**

Assessor, George Clark, expressed his thanks to the Board of Trustees, his staff; Kathy Clark and Brian Small, and the County of Jackson for the support extended this past year.

Assessor Clark gave a breadth of information on several areas and topics addressed in the Summit Township Assessing Department. Those topics included, but were not limited to; taxation and market values, Board of Review activity, appeals, assessments, school taxes and values, homestead and non-homestead, residential sales, and tax dollar distribution by the township to other public and governmental entities.

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**PUBLIC COMMENTS:**

Steve Shotwell, 7<sup>th</sup> District County Commissioner – 6140 S. Jackson Road  
Don Pickell – 309 E. Clark Street  
Beverly Gerard – 302 E. Clark Street

**OLD BUSINESS:** NONE

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**NEW BUSINESS:**

**APPROVAL – SITE PLAN – 3330 SPRING ARBOR ROAD – MEDICAL CLINIC  
CASE#05-05-0006**

Public Hearing was held by the Planning Commission of May 17, 2005 on the request of Walter Hansen of Hansen Building and Design Corporation, 3027 Woodhams, Portage, MI 49002, representing the Dermatology and Skin Surgery Center and Donn A. LaTour, M.D., Ph.D. of 203 Winston Drive, Marshall, MI 49068, to construct a Medical Clinic to be located at 3330 Spring Arbor Road. The Planning Commission unanimously recommended approval by the Township Board contingent upon compliance with the requests of the Jackson County Road Commission and the Jackson County Drain Commissioner

Motion by DuBois, supported by Heins, and on roll call vote unanimously carried to approve Site Plan for Medical Clinic to be constructed at 3330 Spring Arbor Road contingent upon compliance with the requests of the Jackson County Road Commission and the Jackson County Drain Commissioner. (Copy attached hereto.)

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**APPROVAL – MTA ANNUAL DUES**

Motion by Hoyt, supported by Elliott, and on roll call vote unanimously carried to approve MTA annual dues in the amount of \$5,288.34. (Copy attached hereto.)

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**APPROVAL – TERMINATION OF CONDITIONAL TRANSFER AGREEMENT BETWEEN THE TOWNSHIP OF SUMMIT AND THE CHARTER TOWNSHIP OF BLACKMAN**

Motion by Elliott, supported by Hoyt, and on roll call vote unanimously carried to approve termination of the Conditional Transfer Agreement between the Township of Summit and the Charter Township of Blackman. The said date of termination being June 30, 2005, as set forth in said Conditional Transfer Agreement. (Copy attached hereto.)

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**APPROVAL – RESOLUTION – NOTIFICATION OF RELEASE OF RIGHT OF FIRST REFUSAL UNDER PUBLIC ACT 123 OF 1999 FOR THE COUNTY OF JACKSON**

Motion by Hoyt, supported by Heins, and on roll call vote unanimously carried to approve Resolution for Summit Township to decline to exercise its first right of refusal for the 2005 Foreclosed parcels located in the Township of Summit, County of Jackson, and State of Michigan. (Copy attached hereto.)

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**APPROVAL – APPOINTMENTS WITHIN SUMMIT TOWNSHIP FIRE DEPARTMENT**

Motion by Heins, supported by Elliott, and on roll call vote unanimously carried to approve appointments within the Summit Township Fire Department as presented by Chief Hendges: Captain – Scot Harvey, Lieutenant – Brian Ledford, Matt Shaw and Scott Stoker. (Copy attached hereto.)

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**APPROVAL – ORDINANCE NO. 118.00 – MUNICIPAL CIVIL INFRACTIONS**

Motion by Elliott, supported by Heins, and on roll call vote unanimously carried to approve Ordinance No. 118.00 to set forth the authority and procedures for designating violations of Township Ordinances as Municipal Civil Infractions, commencing Municipal Civil Infractions actions, issuance and service of Municipal Civil Infractions citations, and sanctions for Municipal Civil Infractions. (Copy attached hereto.)

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**APPROVAL – ORDINANCE NO. 119.00 – ESTABLISHMENT OF THE OFFICE OF ORDINANCE ENFORCEMENT OFFICER**

Motion by Hoyt, supported by Elliott , and on roll call vote unanimously carried to approve Ordinance No. 119.00 to establish the office of Ordinance Enforcement Officer. (Copy attached hereto.)

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**APPROVAL – FIREWORKS DISPLAY – JACKSON COMMUNITY COLLEGE**

Motion by Heins, supported by Elliott, and on roll call vote unanimously carried to approve Fireworks Display as requested by Jackson Community College for August 6, 2005, to take place on the property adjacent to the Potter Center. (Copy attached hereto.)

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**OTHER BUSINESS:**  
**PAD FOR RECYCLING:**

Motion by Heins, supported by Elliott, and on roll call vote unanimously approved recommendation to lay a 36' x 23' x 6" concrete pad adjacent to the current recycling pad for additional recycling bins. The job will be awarded to the lowest bidder approved by the Supervisor.

\* \* \*

Supervisor Dunn announced the possibility of no July Board of Trustees Meeting based upon agenda items at present. A Special Board of Trustees Meeting may be called in the event of Planning Commission action items or limited action items.

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**ADJOURNMENT:** There being no further business to come before the Board, the Supervisor adjourned the meeting at 8:12 p.m.

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All of Which I Certify,

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Robert D. DuBois, Clerk