

**TOWNSHIP OF BLAIRSTOWN  
TOWNSHIP COMMITTEE  
REGULAR WORKSHOP MEETING  
Wednesday, September 27, 2017, 7:15PM**

**MINUTES**

Regular meeting begins at 7:30 pm or immediately following Closed Session, whichever comes last.

**OPENING: ROLL CALL**

The meeting was called to order by Mayor Shoemaker 7:30. Those present were Mr. Avery, Mrs. Dalton, Mr. Lance, Mrs. Van Valkenburg and Mayor Shoemaker. Also present was Municipal Clerk Leidner.

The **FLAG SALUTE** was conducted.

**SUNSHINE STATEMENT**

Mayor Shoemaker read the following statement: Notice of this meeting has been sent to two newspapers of general circulation in which notice was given of the date, time, place and general agenda in accordance with the Open Public Meetings Act.

**RESOLUTION 2017 - 102 AUTHORIZING AN EXECUTIVE SESSION FOR THE PURPOSE OF Personnel and Contract Negotiations**

Motion was made by Mr. Lance and was seconded by Mrs. Dalton

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.

All ayes: Motion carried.

Executive Session began at 7:15 pm.

Mr. Lance made a motion to re-open the Regular Meeting at 7:32 pm. The Motion was seconded by Mrs. Van Valkenburg.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.

All ayes: Motion carried.

Mayor Shoemaker explained that matters of personnel were discussed in Executive Session, no action will be taken at this time.

**OLD BUSINESS**

**Givens Belet Transfer Project**

Mayor Shoemaker noted that members of the American Legion were present to discuss a list of items to consider in order to possibly move forward with the transfer of Givens Belet from the Township to the American Legion.

Mr. Avery explained that a while back the subject came up of the Township possibly giving Givens Belet back to the American Legion now that their membership has grown. The Township has owned Givens Belet for 38 years. At that time the Legion had less than 10 members, currently it has over 100 members. The building deteriorated over the years, however; over the past couple of years

positive changes have been made. A few Blairstown organizations use it for meetings. If the American Legion becomes the owner the Township would ask that those community groups that use Givens Belet for meetings still have the opportunity to use the building.

There was a list of 11 items that need to be discussed.

Bob Sanburg, 6 Barkingham Circle, Belvidere – Commander of the American Legion Post.

1. The septic needs to be pumped more times than normal because of the high water table.
2. The in ground oil tank, Mr. Avery explained that as far as he knows it was filled with sand but not certified. Can it be certified?
3. Mr. Lance explained that the Township Attorney can draw up a new deed, recording the costs are not expensive. The Township will take care of the cost of transfer.
4. Mr. Lance explained that there normally would not be taxes on the property but it would be up to the Legion. If the building is rented out to a for profit group or start a banquet hall then it would become taxable.
5. Mrs. Dalton explained that a rental agreement would be in place to contribute to the Legion to defray operational costs in exchange for the Township's groups continued use of the building. Under statute the Township can't just make a contribution.
6. The fascia and soffits are full of mold. The Legion member's will power wash if the Township provides the materials. The Township Committee will need to speak to the CFO regarding costs.
7. The DPW has power washing equipment.
8. Post members will solicit spray painting of the siding. They will paint the upper windows and trim
9. The Township will continue to mow grass and provide snow removal.
10. The cost of electricity and oil. Electric: 2016 \$636.00 Oil average 2013-16 \$1500.00. The Legion will be paying for this.
11. Insurance cost: Building \$1000.00, Liability \$400.00.

Mr. Sanburg explained that during an insurance inspection it was pointed out that lighted exit signs need to be placed over doors. Smoke alarms are required on all 3 levels. The tags on the Fire Extinguishers need to be updated as well.

The consensus of the Township Committee is to create a subcommittee with members from the Township Committee and members from the Legion.

#### RFP's for Professionals 2018

Mrs. Van Valkenburg would like to advertise for certain professionals for 2018, specifically attorney and auditor.

Mrs. Van Valkenburg made a motion to go out for RFP's for Township Attorney and Township Auditor, which was seconded by Mrs. Dalton.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.

All ayes: Motion carried

Mr. Rodman, reported that the Specs for the back up well are out. Six sets of specs have been picked up. Bid opening is Wednesday, October 4.

#### State Aid Road Recommendations for Engineer

Applications are due to DOT by October 6. The two roads discussed last meeting were Walnut Valley and Belcher Road. Mr. Rodman and Mayor Shoemaker went out and measured the roads. From

Dogwood to Route 94 the length was 4,242feet and that was \$150,000.00 for the overlay assuming paving material is \$70.00 per ton. From Green Tree to Route 94 is \$260,000.00.

Belcher Road from Dry Road to Cedar Lake is \$177,000.00. That amount does not include drainage work or the shoulders which are in bad shape. The Committee was in agreement that Belcher Road is in much worse shape than Walnut Valley. For Belcher the Township will have to pay for the drainage repair out of the budget. The amount would be \$35,000 or \$40,000.00 for drainage.

Mohican Road from Cobblewood to Route 94 is in more need than Cobblewood to the bridge. Are we able to change the location of the grant? Mr. Rodman will check into this.

The Township Committee all agreed that Belcher Road should be the road that is State Aid is applied for, Mr. Rodman explained that there are many catch basins on Belcher and they were included in his calculations.

Mrs. Leidner asked that the Township Committee further discuss 33 Frog Pond Road. Mrs. Dalton explained that the owner is saying that his driveway is cracked due to the snow plow hitting it. Mrs. Van Valkenburg had taken pictures of the damaged driveway and shared them with the Committee. Mrs. Van Valkenburg explained that it appears that when the driveway was patched it was made higher than the road. Therefore, when the plow goes by it is going to hit the raised driveway because it was not tapered down to the height of the road. The other driveways on Frog Pond are tapered to the road. The contractor should have known to do this. It was also noted that most of the damage is not in the Townships right of way. Mr. Rodman explained that the Township has a driveway standard, and this driveway does not conform the Township driveway standard. Mayor Shoemaker recommended that the Township get an idea where the right of way ends, if the Township fixes their portion of the right of way the owner would be responsible for the remainder. Mr. Rodman will check the Township Driveway standards and where the right of way actually is and he will report back at the October 11 meeting.

### **Water Operator Liability Insurance**

Mayor Shoemaker explained that at the last meeting the Committee agreed to pay the remaining \$631.50 for the Water Operator Liability Insurance but it was never acted on.

Mr. Lance made a motion to authorize the payment of \$631.50 for the remainder of the Water Operator Liability Insurance, which was seconded by Mr. Avery.

Roll Call Vote: AYE – Avery, Dalton, Lance, Van Valkenburg, Shoemaker.  
All ayes: Motion carried

### **NEW BUSINESS**

Special Event Application was received from the Rotary Club to hold their annual Halloween Parade on Main Street on October 31, 2017 from 4:30-6:30pm. All Departments have reviewed and approved this event.

Mr. Lance made a motion to authorize the Rotary Club to close Main Street for their annual Halloween Parade being held on October 31, 2017 from 4:30-6:30pm, which was seconded by Mrs. Dalton.

Roll Call Vote: AYE –Dalton, Lance, Van Valkenburg.  
Abstain – Avery, Shoemaker  
Motion carried

**FROM THE PUBLIC**

No Public Comments.

Prior to the adjournment Mrs. Van Valkenburg asked to discuss the snow plowing bills for private roads. She addressed the fact that the dates and amounts differ on the homeowners association bills that are submitted. Some are being billed for an inch of light snow. Mrs. Van Valkenburg inquired as to when the Township DPW begins to plow. There should be a continuity as to when our DPW and the private roads are plowed for reimbursement purposes.

**ADJOURNMENT**

Mrs. Dalton made a motion to adjourn the meeting, which was seconded by Mr. Lance. All members voted in favor. The meeting was adjourned at 8:53pm.

Submitted by:

Linda Leidner, RMC  
Municipal Clerk