

## MINUTES

Meeting was called to order by Supervisor Mabrito at 6:30 p.m. with the Pledge of Allegiance.

ROLL CALL: Present: Supervisor, Tony Mabrito; Clerk, Sue Buckner; Treasurer, Tammy Gillette; Trustee, Libby Spencer; Trustee, Keith Patterson; one resident and Township Administrator, Brooke VanHouten.

MINUTES: It was moved by Libby Spencer, supported by Tammy Gillette, to accept the minutes of the regular meeting held April 3, 2018. Motion carried.

FINANCE: The Treasurer's report on Township receipts of \$3,324.50 for the period of April 1, 2018, through April 30, 2018, was presented by Treasurer Tammy Gillette.

It was moved by Sue Buckner, supported by Tammy Gillette, to pay bills of \$16,533.40 as presented by Clerk Sue Buckner. Motion carried.

### REPORTS:

- Planning Commission: Commission Secretary Eloise Jarka gave an overview of the Minutes from the April 10, 2018 Meeting. Next Planning Commission Meeting and Special Use Hearing is May 15, 2018.
- Zoning Board of Appeals: Next meeting will be Monday, May 21 for a Variance Request.
- Parks Sub-Committee: Minutes of the meeting held April 3, 2018 were read by Clerk Sue Buckner. Recommendations include: 3 bids for field fence cap., 1 bid for underground sprinkling. Motion made by Keith Patterson, supported by Libby Spencer, to accept the quote from Jones Sports, of Muskegon, for the field fence cap. Motion carried. The board will check on the wood used on the fort and swings for deterioration.
- MTS Permits: Permits issued for the month of March, 2018 were reviewed. The 10% rebate for the township is \$334.50.

CORRESPONDENCE: Clerk Buckner read a letter received from Brian Michelli, Public Safety Director for Fruitport Charter Township, regarding costs for providing fire and emergency service protection to Sullivan Township. Mr. Michelli will be invited to the scheduled June Board Meeting to answer questions.

Resident Katie Hensley is seeking township assistance with securing a service for recycling in the township. The township will do some checking regarding this request.

OLD BUSINESS: The Tire Recycle Event, to be held at the township hall on May 19, from 9:00 a.m. – 2:00 p.m., is still in need of volunteers. To volunteer for this event, please contact the twp. office at 853-6900.

### NEW BUSINESS:

1. Muskegon County Road Commission 2018 Brine Program: It was moved by Sue Buckner, supported by Tammy Gillette, to approve the 2018 Brine Program offered through the Muskegon County Road Commission for a total of \$11,521.37. The motion carried as shown by the following roll call votes: Ayes: Gillette, Buckner, Patterson, Spencer, Mabrito (5) Nays: (0)
2. Fairgrounds Schedule of Events: It was moved by Sue Buckner, supported by Tammy Gillette, to approve the 2018 Fairgrounds Schedule with the stipulation that the township board will be notified of any additions/changes to this schedule. Motion carried.

3. Appoint: It was moved by Sue Buckner, supported by Libby Spencer, to appoint the following employees, committee members, board members and professional services (see attached rosters).  
Motion carried.

- a) Township Administrator, Brooke VanHouten (hired 3-7-2018); Administrative Assistant, Sabra Guy (hired 4-18-2018)
- b) Planning Commission Members
- c) Zoning Board of Appeals Members
- d) Board of Review Members
- e) Parks Committee Members
- f) Appraiser/Assessor
- g) Attorney – 3- year appointment
- h) Auditor – 3-year appointment
- i) Building Official / Zoning / Zoning Enforcement

DISCUSSION/ANNOUNCEMENTS: Tammy Gillette advised of a change to the Michigan State Tax Commission regarding government denial of PRE. This issue is tabled until the June meeting.

ADJOURNMENT: There being no further business to come before the Board, it was moved by Sue Buckner, supported by Tony Mabrito to adjourn. Motion carried.  
The meeting adjourned at 7:15 p.m.

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Sue Buckner, Sullivan Township Clerk