

PINE RIVER TOWNSHIP

Gratiot County, Michigan

February 20, 2024

Agenda

1. Call to Order
2. Pledge to the Flag
3. Roll Call
4. Brief Public Comments (3 Minutes)
5. Approval of Agenda
6. Approval of Minutes
 - a. January 16, 2024
7. Approval to Pay Bills
8. Reports by Boards, Committees & Agents
 - a. Treasurer's Report
 - b. Budget Report
 - c. Zoning & Blight Report
 - d. Assessor's Report
 - e. Fire Board Report
9. Business before the Board
 - a. Establish Board of Review Dates-March 11th (3 p.m.-9 p.m.) & 12th (9 a.m.- 3 p.m.)
 - b. Establish Public Hearing Date for Budget- March 19, 2024
 - c. Election Inspector Approval- Vicky Salisbury
 - d. PA 116 Approval
 - e. Zoning Officer Appointment
 - f. Spicer Alger/Monroe Project
 - g. Budget Amendments
10. Announcements and Upcoming Meetings
 - a. Board of Review Organization Meeting- March 5, 2024
 - b. Board of Review- March 11th & 12th
 - c. Next Board Meeting – March 19, 2024
11. Adjournment

**(PROPOSED) MINUTES OF THE PINE RIVER TOWNSHIP BOARD
MONTHLY MEETING
FEBRUARY 20, 2024**

- 1) The regular monthly meeting of the Pine River Township Board was called to order at 7:00PM by Supervisor Beeson at the Township Hall.
- 2) Pledge the flag: The Board and the Public said the Pledge to the flag.
- 3) Roll Call: Best: present; Moeggenborg: present; Beeson: present; Baker: present. Whitmore: present. (5) Board members present, (0) absent.
Guests: None
- 4) Public Comments
 - a. None.
- 5) Approve the Agenda:
 - a. Motion made by Moeggenborg: second by Best: to approve the Agenda as presented. All present Board members approved. The motion carried 5-0.
- 6) Approve the Minutes:
 - a. Motion made by Best: second by Moeggenborg: to approve the Minutes of the regular meeting from January 16, 2024. All present Board members approved. The motion carried 5-0.
- 7) Approval to Pay Bills:
 - a. Motion made by Best: second by Baker: to approve the payment of bills for a total of \$61,021.92. All present Board members approved. The motion carried 5-0.
- 8) Reports by Boards, Committees, and Agents
 - a. Treasurer's Report – Discussion: Board reviewed, bank reconciliations have been received and reviewed by all present. Placed on file.
 - b. Budget Report – Discussion: report placed on file.
 - c. Zoning and Blight Officer – no report
 - d. Assessor Report – assessment notices went out, second year in a row with increase; 5% increase rate on all parcels
 - e. Fire Services – St. Louis and Alma approved budgets
- 9) Business before the Board
 - a. Establish Board of Review Dates – March 11th (3PM-9PM) and 12th (9AM-3PM)
 - i. Motion made by Moeggenborg: second by Best: to approve BOR for March 11 and 12 as presented. All present Board members approved. The motion carried 5-0.
 - b. Establish Public Hearing Date for Budget – March 19, 2024
 - i. Motion made by Baker: second by Moeggenborg: to approve Public Hearing at 7:00PM on March 19, 2024. All present Board members approved. The motion carried 5-0.
 - c. Election Inspector Approval



January 31, 2024

Kevin Beeson
Pine River Township
1495 W. Monroe Road,
St. Louis, MI 48880

RE: Alger Road Water Main Extension
Pine River Township

Kevin:

This is Spicer Group's proposal to provide professional engineering services to prepare preliminary plans and alternatives for water main extensions along Alger Road and Monroe Road.

Background

Pine River Township has asked Spicer Group to prepare preliminary plans for the review of potential watermain extension routes and their associated estimates of costs for presentation to potential developers in the area. The Township would then select the scope of watermain project and Spicer will provide a separate final design scope of services agreement at a later date.

Scope of Professional Services

Spicer Group's proposed services is as follows:

Plan Alternative Preparation Phase:

1. Meet with Township to review the scope and schedule of the proposed project.
2. Gather utility information from MissDig, City of Alma, Gratiot County Drain Office, and Road Commission.
3. Prepare a map of water main extension alternatives starting from the current watermain near the Alger Road Wal-Mart and running up and across Alger Road, crossing and running along Monroe Road (M-46) east to the US-127 overpass, and also running west to Smith Road.
4. Prepare preliminary estimates of costs and bid schedules for said watermain extensions
5. Meet with you to review alternatives and estimates

Schedule

The above work is anticipated to be completed by March 1.

Additional Services

Additional services related to this project will be furnished by us after you authorize the work. Our fee for the additional services will be determined at the time they are agreed to and rendered.

- Design, Permitting, and Bidding of selected Alternative.

Fee Schedule

Our proposed fee schedule follows. We will submit monthly invoices to you for our professional services, any additional authorized services and any reimbursable expenses.

1. Plan Alternative Preparation:

Standard hourly rates with an estimated total of \$10,000.

We have calculated these fees based on our understanding of what you want us to do and what you have told us. Should we approach the amount of the fee for any reason before we are finished with the work, if the scope changes, or our understanding was incorrect, we will notify you and discuss with you the option of adjusting the amount of the fee or adjusting the scope of services.

Attached to this letter is a copy of our general conditions for our services which are part of this agreement. Any changes to this agreement must be agreed to by both of us.


If the proposal meets your approval, please acknowledge this approval with an authorized signature below and return the enclosed copy to us.

We deeply appreciate your confidence in Spicer, and we look forward to working with you and for you on your project.

Sincerely,



Darrick Huff, P.E.
Principal in Charge



Max M. Clever, P.E., P.S.
Project Manager

SPICER GROUP, INC
230 S. Washington Avenue
Saginaw, MI 48607
Phone: (402) 332-7754
email to: maxc@spicergroup.com

cc: SGI File
KAJ, Acctg

Above proposal accepted and approved
by Owner.

PINE RIVER TOWNSHIP

By: 
Authorized Signature

Date: 2-20-24