

**Whitewater Township Board**  
**Minutes of Regular Meeting held April 12, 2011**

**Call to Order**

Supervisor Lake called the meeting to order at 7:00 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan, followed by the Pledge of Allegiance.

**Roll Call**

Board members present: Benak, Boyd, Hockin, Hubbell and Lake

Board members absent: None

Others present: Planning/Zoning Administrator Meyers, Fire Chief/Ambulance Coordinator Stites, County Commissioner Inman & 12 others

**Set/Adjust Meeting Agenda**

The agenda was approved as presented.

**Declaration of Conflict of Interest**

None

**Public Hearing**

None

**Public Comment**

None.

**Reports/Presentations/Announcement/Comments**

**County Board of Commissioners**

Commissioner Inman updated the board on the following items:

- DPW and County Board have accepted a settlement on the Septage Plant issue. Inman is asking the DPW to amend the Business Plan to use settlement money for operations and to take the increase in flow rates (fees) out of the business plan.
- County Board has completed their 2011 Work Plan.
- Discussing health department building expansion or other alternatives.
- Ongoing budget work.
- Effective 4/1/11, all meetings of the county commission will be scheduled for evening.

**ISO Rating**

Planning/Zoning Administrator Meyers updated the board on the ISO (Insurance Services Office) Public Protection Classification Summary Report for Grand Traverse Rural Fire Department that was issued on March 18, 2011.

**Consent Calendar**

Several items of correspondence were noted for public information. A March 9, 2011 letter from Sheriff Thomas J. Bensley was read to those in attendance by the clerk.

Moved by Benak, supported by Hubbell to approve the consent calendar items as follows:

Receive and File

1. Supervisor's report for March 2011

2. Clerk's report for March 2011
3. Planning/Zoning Administrator's report for March 2011
4. Battalion #3 Fire Chief March 2011 Activity Report

#### Correspondence

1. Grand Traverse County Road Commission minutes of 02/23/11 regular and 02/24/11 special meetings
2. Grand Traverse County Sheriff Department Service Statistics for, January, February, March and 1<sup>st</sup> Qtr. 2011
3. Grand Traverse Rural Fire Department minutes of 03/10/11 special and 03/16/11 regular meetings
4. Grand Traverse County Administrator's Update 04/01/11
5. RecycleSmart 03/22/11 Press Release re: Brush Drop-Off Site Opening
6. RecycleSmart March 2011
7. RecycleSmart card re: Where can I Recycle various items
8. A 3/04/11 letter from Vaughn Harshfield re: Qualification list to receive help with a PR campaign
9. A 3/09/11 notice from Sheriff Tom Bensley re: no more deputy report at board meetings
10. A 03/07/11 Notice of Intent to Plan from Grand Traverse County Planning Commission
11. A 03/08/11 notice from Northwest Michigan Council of Governments, re: Leadership Summit 2011
12. March 2011 Grand Vision Update
13. April 2011 Grand Vision Update
14. A 03/30/11 invitation from State of Michigan Department of Transportation to a meeting on Monday, April 18<sup>th</sup> to participate in the rural transportation planning process
15. An announcement from Grand Traverse County Road Commission re: Pavement Preservation Seminar on April 25<sup>th</sup>
16. A notification from Liquor Control Commission re: Sunday Sales Permit at 7600 E. M72
17. An 04/05/11 Press Release from Grand Traverse County, re: Financial Award
18. A 03/29/11 announcement from Northwest Michigan Council of Governments re: Spring 2011 Asset Management Conference & Pre-Conference Workshop-Grand Rapids, May 11<sup>th</sup> & 12<sup>th</sup>

#### Minutes

1. Recommend approval of 3/08/11 regular and 3/14/11, 3/21/11, 3/29/11 special meeting minutes

#### Bills for Approval

1. Approval of Alden State Bank vouchers #33981-34018
2. Approval of Alden State Bank Miami Beach vouchers #1105-1106

Roll call vote: Lake, yes; Benak, yes; Boyd, yes; Hockin, yes; Hubbell, yes. **Motion approved.**

#### **Unfinished Business**

##### **Rural Fire Intergovernmental Agreement, Response to Notice of Dispute**

Lake reviewed the letter received in response to the January 14, 2011 Notice of Dispute sent to Grand Traverse Rural Fire Department.

It was the consensus that this should be discussed at the 04/19/11 special meeting of the Township Board. A copy of the letter should be included in the board packet for the 04/19/11 meeting.

## **Water Service Bid Award Recommendation**

Jon Anderson, Kewegnong Engineering presented his recommendation for the water service extension bids.

- Two bids were received, tabulation is as follows:
  - Elmer's Crane & Dozer 371,972.50
  - Molon Excavating 365,868.88
- The bid from low bidder Molon Excavating was reviewed:
  - Molon Excavating is a responsible bidder
  - Molon Excavating is responsive to the bid
  - Molon Excavating had no conditions in the bid
- Next step is to approve the Notice of Award
- Then next step is Notice to Proceed

Anderson stated Lake, Chief Stites and he attended a meeting of the Tribal Council on 03/30/11 where they asked the Tribal Council to reallocate the grants received and approve extending the water service and the hook up to Mill Creek School. The Tribal Council approved the reallocation.

Moved by Hubbell, seconded by Boyd to accept the bid of \$365,868.88 from Molon Excavating for the Williamsburg Water Main Extension and to authorize Supervisor Lake to sign the Notice of Award and the contract if all conditions are met. Roll call vote: Benak, yes; Boyd, yes; Hockin, yes; Hubbell, yes; Lake, yes. **Motion approved.**

The meeting was recessed at 7:35 p.m. to allow for signature of the Notice of Award.

The meeting reconvened at 7:40 p.m.

## **New Business**

### **GIS Training**

Meyers informed the board of training for use of the Geographic Information System that is being offered in East Lansing on May 16<sup>th</sup> and 17<sup>th</sup>. She stated she wishes to attend this training in exchange for the Michigan Association of Planning annual conference she had previously requested in her budget. There is an allocation in her budget to cover this training; no budget amendment is needed since the budget is adopted by cost center.

## **Administrative Policies & Procedures Changes**

### **FOIA Coordinator, Resolution #11-12**

This resolution changes the FOIA coordinator from the supervisor to the clerk.

Moved by Boyd, seconded by Hubbell, to adopt Resolution #11-12, Resolution to Amend Freedom of Information Act Coordinator. Roll call vote: Boyd, yes; Hockin, yes; Hubbell, yes; Lake, yes; Benak, yes. **Motion approved.**

## **2.0 Township Board Administration**

This amendment is a housekeeping amendment that changes the date of the township board meetings and the meeting agenda to reflect recent changes.

Moved by Hubbell, seconded by Boyd, to amend Section 2.0, Township Board Administration in the Whitewater Township Administrative Policies and Procedures. **Motion approved.**

## **Public Comment**

Cheryl Walton, 8423 Crisp Rd

- States Hockin will receive a benefit when the water service extension places a fire hydrant near the Hockin home. A hydrant near the home will add to the value of her home. It appears that Hockin does not know what a Conflict of Interest is. Hockin should have declared a conflict of interest and should not have handled anything in regards to the Water Agreement. Stated clerk Hockin had once again broken the rules when she voted on the Water Service Agreement.

Hockin agreed with Walton and suggested the board to rescind the previous motion and vote on the issue again. Hockin stated she had not thought about having a financial gain and she apologized to the board for her omission.

Hockin left the board table at 7:53 p.m.

Motion by Boyd, seconded by Hubbell to rescind the previous motion on the Water Service Agreement. **Motion approved.**

Moved by Boyd, seconded by Hubbell to accept the bid of \$365,868.88 from Molon Excavating for the Williamsburg Water Main Extension and to authorize Supervisor Lake to sign the Notice of Award and the contract if all conditions are met. Roll call vote: Hubbell, yes; Lake, yes; Benak, yes; Boyd, yes; Hockin, abstains. **Motion approved.**

Hockin returned to the table at 7:56 p.m.

Fire Chief Stites

- Informed the board of a practice burn at a home on Old M72.
- Elk Rapids Fire Department in addition to Battalion #3 has used the home for training.

Hubbell asked about the regulations necessary to burn a building.

- Stites stated it is necessary to get permits and an asbestos certificate. All permits and the asbestos inspection have been completed for this project.

Kim Halstead, 7923 Cook Rd

- Asked if the grant is used to run water to Mill Creek School, where will the money come to run water to the fire station if it is built at the Elk Lake Rd/Cram Rd. location.

## **Announcements**

- Supervisor Lake thanked Leslie Meyers, Ardella Benak and Lois MacLean for their work on the newsletter.
- Special work session meeting on 4/19/11 at 7 p.m.

## **Adjournment**

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,  
Carol Hockin, clerk