

Whitewater Township Board
Minutes of Regular Meeting held August 9, 2011

Call to Order

Supervisor Lake called the meeting to order at 7:02 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: County Commissioner Inman, Fire Captain Arbenowske, Ambulance Coordinator Martin and 13 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 thanked those who had sent condolences in the recent death of his brother and updated the board on the following items:

- County Commission is using a different process for the 2012 budget; they are looking at line items for programs and services. Will have to shave to keep expenditures down to maintain an 18% of expenditures as fund balance. May have to cut public safety expenditures.
- Joint meeting of County and Townships; NEXT program is the only one north of Clare. Opportunities for local units of government to benefit.
- Consideration to increase BPW board membership to 9, 11 or 13 members. The house bill has passed allowing for increase. Elmwood situation has been resolved. Looking at Sewer & Water Authority.
- Elected Road Commissioners by districts is still in legislation.
- Recent meeting between County Commissioners and Grand Traverse Band Tribal Council
 - Tribe working with sheriff on cross deputization
 - Hoping tribal council will consider funding a deputy for Whitewater/Acme/Casino.
- Treasury letter was received regarding Septage Treatment Plant deficit on budget. Must file a deficit reduction plan. Loan from the County is not a plan to reduce deficit. Inman will be attending the Sewer & Water meeting on Thursday.

Update on Intergovernmental Agreement Proposal

Chuck Stewart, Grand Traverse Band reported a delay in moving forward on the agreement due to it being a very busy time for Stewart. Stated this agreement is important to the Township and the Tribe.

Emergency Services Advisory Committee

Rod Kuncaitis, chairperson of the Emergency Services Advisory Committee updated the board on the activities of the committee. A written report is attached to the minutes.

Fire Captain Report

Arbenowske reported that Rural Chief Sedlacek had appointed him Captain on 07/27/11 following the discharge of Fire Chief Stites on 07/26/11.

7 firefighters remain following Stites discharge and 2 resignations.

Chief Sedlacek met with the firefighters on 07/30/11.

Metro Chief Parker, Elk Rapids Chief VanDenBerge and Station 8 are very receptive to offering assistance when needed.

Ambulance Coordinator Report

Martin reiterated the support from other agencies. Today she attended her first Medical Control meeting. Becca Pruyne, station 4 has been very helpful.

Ambulance state inspection will be held on Thursday; information is ready for the inspection.

3 additional persons will be taking the EMT training in October.

Consent Calendar

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

Receive and File

1. Supervisor's report for July 2011
2. Clerk's report for July 2011
3. Planning/Zoning Administrator's report for July 2011
4. Emergency Services Advisory Committee minutes of 06/30/11, 07/11/11 and 07/18/11 special meetings

Correspondence

1. Grand Traverse County Road Commission minutes of 06/22/11 regular and 07/01/11 special meetings
2. A 07/18/11 letter from Tom Emerson re: List of problems at Station #3
3. A 07/22/11 letter from Chief Randy Stites re: Response to Tom Emerson letter
4. A 07/26/11 letter from Tim Arbenowske re: Request comment on Tom Emerson's letter of 07/18/11
5. A 07/27/11 Grand Traverse County Commission on Aging Annual Report (Report is posted in meeting room)

Minutes

1. Approval of minutes of regular meetings on 07/12/11 and 07/26/11 and 07/12/11 and 07/26/11 closed sessions

Bills for Approval

1. Approval of Alden State Bank vouchers #34407-34570
2. Approval of Alden State Bank Miami Beach voucher #1109

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

Unfinished Business

Offer of Employment to Fire Administrative Coordinator & Ambulance Coordinator

The job descriptions were reviewed and an amendment was recommended for Item 10. in the Fire Administrative Coordinator job description, deleting the reference to reading the propane meters since the fire station now has natural gas.

Fire Department Administrative Coordinator Job Description

Moved by Boyd, seconded by Hubbell to amend the Fire Department Administrative Coordinator job description as discussed. **Motion approved.**

Offer of Employment-Fire Department Administrative Coordinator

Lake presented the offer of employment to Timothy Arbenowske as Fire Department Administrative Coordinator.

Moved by Hubbell, seconded by Boyd to approve the hiring of Timothy Arbenowske as Fire Department Administrative Coordinator. **Motion approved.**

Offer of Employment-Ambulance Coordinator

Lake presented the offer of employment to Dawn Martin as Ambulance Administrative Coordinator and Ambulance Privacy Officer.

Moved by Boyd, seconded by Benak to approve the hiring of Dawn Martin as Ambulance Administrative Coordinator and Ambulance Privacy Officer. **Motion approved.**

New Business

Amendment to Administrative Policies and Procedures

A housekeeping amendment to 3.3 (b) (retention period) of the Administrative Policies to reflect the required retention requirement was discussed. Also the agenda 2.4 (d) for the second regular meeting of the township board was discussed. It was decided to add Correspondence to that agenda. The salary/wage schedule in Appendix E needs to be updated to reflect the deletion of the Fire Chief as Ambulance Coordinator and the addition of the Fire Department Administrative Coordinator.

Moved by Hubbell, seconded by Boyd to amend the Administrative Policies and Procedures as discussed. **Motion approved.**

Charter Township Status

Following discussion, it was the consensus of the board to do nothing.

Waiver of Penalty-Miami Beach Sewer Usage

Benak presented a situation where the sewer billing had been going to Terry Snowday's estate rather than the new owner. DPW has waived one late charge by their policy; however they cannot waive the remaining \$18.00 in late fees. The new owner has two parcels and had been receiving a billing not realizing that he should be receiving two billings. Benak recommends waiver of the \$18.00 in late fees.

Moved by Hubbell, seconded by Boyd to grant waiver of late fees for the Miami Beach sewer bill for parcel #28-13-310-021-00 for Thomas Kellogg. **Motion approved.**

Public Comment

Kim Halstead, 7923 Cook Rd

- Voiced concern regarding the spraying of herbicide by Cherryland Electric.

Lake has talked to Cherryland regarding this issue.

- Voiced concern regarding the deficit on the Septage Treatment Plant and township residents potentially having to pay for the deficit.

Announcements

Next regular meeting of the Township Board is scheduled for Tuesday, August 23rd at 7 p.m.

Adjournment

The meeting was adjourned at 9:02 p.m.

Respectfully submitted,
Carol Hockin, clerk