Whitewater Township Board
Minutes of Regular Meeting held May 8, 2018

Call to Order/Pledge of Allegiance
Supervisor Popp called the meeting to order at 7:01 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan, followed by the Pledge of Allegiance.

Roll Call of Board Members
Board Members present: Benak, Goss, Hubbell, Lawson, Popp
Board Members absent: None
Others present: County Commissioner Carol Crawford, Paddle Antrim Executive Director Deana Jerdee, Interim Fire Chief Tim Arbenowske, Interim Deputy Fire Chief Nick Carpenter

Set/Adjust Meeting Agenda
There were no adjustments.

Declaration of Conflict of Interest
None

Public Comment
None

Public Hearing
None

Reports/Presentations/Announcements/Comments
County Board of Commissioners Report
Carol Crawford gave the following report:

- Last week, the BOC talked about their budget surplus. They discussed the various possibilities of what to do with the money. They will probably wait for a new administrator to make the decision.
- They have seven administrators to interview, which they hope to whittle down to three. On June 7th, in the evening, there will be a public forum where the public can meet the final candidates. They have seven really good candidates.

There was brief discussion of open and filled positions at the county. Also, they have restored Animal Control to more than its previous level. A millage proposal will be on the ballot for this.

County Road Commissioner Report – No one is present from the Road Commission.

Popp stated he attended the last MTA meeting. Instead of a 50/50 split with the brine, it is now a 60/40 split. The township is 40. It is applicable on up to two applications. Also, the township's representative, Marc McKellar, is now the Road Commission chairman.

Mobile Medical Response Report – No one is present from Mobile Medical Response.

Planning Commission Report
Lloyd Lawson gave the following report:

- PC met on May 2nd. They had 3 public hearings. They reviewed Amendment 74, residential R1 changes and updates. They had Amendment 75, accessory dwelling units, and Amendment 76, event barns. There were no objections made. There were several people that spoke up about the vegetative strip, not seeing it in the current ordinance. He stated it is coming up for review at the PC.
- They would like to ask the ZA to cc his township board report to the PC members.
- They will be doing a quick review of Article 37 at the next meeting.
- Some members commented on Article 73 being sent back to the PC for re-evaluation. They haven't changed their opinion on it and felt they spend all that time reviewing and making a recommendation and it gets sent back; what is their purpose in being there if it is going to be sent right back to them.

Brief discussion followed.

Lawson also brought up a PC suggestion that the meeting at which Amendment 73 is discussed be a joint meeting of the township board and planning commission, so that all the questions and comments could be right there.

The suggestion was briefly discussed.

Benak said she has a concern that more than just corrections have been going on with these articles, stating that the perfect example is fences, which was completely torn apart. That is not a correction; it is a complete change. She has a concern that this is going on widespread and that is not what the board told the planning commission to do. We were getting ready to codify it, send it out, and all of a sudden, we are adding new things and taking whole sections out.

Lawson said they are gathering things and pulling them together. He does not think they are adding things. It is more correcting language.

After some discussion, Benak stated that her point is that there is a lot going on, maybe the planning commission needs to slow down, and stated that is from her to the planning commission.

Goss stated she thinks it will be hard to deal with four amendments at one time.

Discussion followed concerning how several amendments should be dealt with.

Popp commented that we should tentatively figure on posting a combined meeting for the second meeting of the month (5/22).

The issue of having a joint meeting was discussed.

Consensus was that the 5/22 meeting will not be a joint meeting.

Parks & Recreation Advisory Committee Report
Cheryl Goss gave the following report:

- The PRAC meeting is not until next Monday.
- The pitching machine and shed have been ordered for Hi Pray Park. Goss will talk to Melton about the batting cage and removal of the bushes on the berms.
- The Rotary Good Works grant application was submitted today requesting $5,000 worth of funding for the ballfield improvement project. A 2% grant will also be submitted. The new deadlines are March (sic) 31 and November 30.
- Kyle Riegle is doing a great job on the road/site improvements at Whitewater Township Park.

Consent Calendar

Receive and File

1. Supervisor's Report for April 2018
2. Clerk/Park & Recreation Administrator's Report for April/May 2018
3. Zoning Administrator's Report for April 2018
4. Mobile Medical Response April 2018 Activity Reports
5. Treasurer Reports – Interest for Fiscal Year 2017/2018
6. Approved 03/12/2018 Parks & Recreation Advisory Committee Minutes
7. Approved 04/04/2018 Planning Commission Minutes

Correspondence

1. Grand Traverse Rural Fire Board DRAFT 03/14/2018 Special Meeting Minutes
2. Grand Traverse Rural Fire Board DRAFT 03/21/2018 Regular Meeting Minutes
3. Letter 04/16/2018 Greg Hamilton re: Short-Term Rentals

Minutes

1. Recommend approval of 04/09/2018 special meeting minutes, 04/10/2018 regular meeting minutes, 04/11/2018 special meeting minutes, and 04/12/2018 special meeting minutes

Bills for Approval

1. Approval of Alden State Bank voucher #s 42606 through 42665
2. Approval of First Community Bank Miami Beach voucher # 1240
3. Approval of First Community Bank WMDLS voucher #s (none)

Budget Amendments (none)

Revenue & Expenditure Report (none)

Motion by Hubbell to approve Consent Calendar items as presented; second by Lawson. There was no further discussion. **Roll call vote: Benak, yes; Goss, yes; Hubbell, yes; Lawson, yes; Popp, yes. Motion carried.**

Unfinished Business
Whitewater Township Fire Department

a. Update on Fire Chief Candidates

Goss noted that Justin Bailey has refused the offer due to family circumstances. Since the majority were interested in Brandon Flynn as the second candidate, Goss suggested the board put together an offer and find out if he is still interested.

Discussion followed.

Motion by Lawson to offer Brandon Flynn the position of Whitewater Township Fire Chief at a $55,000 per year salary, including pension contribution, or the option of a $60,000 annual salary without a pension contribution, plus $40 per month stipend for cell phone and use of the 2009 Ford Expedition; second by Popp.

Discussion followed.

Goss noted that, instead of saying "including pension contribution," the motion should say "plus pension contribution." There was consensus to make that change.

Goss re-read the motion as follows: **Motion to offer Brandon Flynn the position of Whitewater Township Fire Chief at a $55,000 per year salary plus pension contribution, or the option of a $60,000 annual salary without a pension contribution, plus $40 per month stipend for cell phone and use of the 2009 Ford Expedition.**

Discussion followed regarding residency. It was agreed that Whitewater Township residency is not required.

Roll call vote: Goss, yes; Hubbell, yes; Lawson, yes; Popp, no; Benak, yes. Motion carried.

Goss stated she will contact him tomorrow.

b. Review/Approve Whitewater Township Fire Department Logo/Patch Design

Motion by Hubbell to approve the logo patch design as submitted; second by Popp. Benak questioned the black color. Carpenter stated it is navy blue; the colors are blue, yellow, and red. Benak asked about the use of the Latin phrase. Carpenter replied that it is a popular theme across the nation for fire departments. Brief discussion followed. **On voice vote, all those present voted in favor, none opposed. Motion carried.**

c. Other Fire Department Business

Interim Assistant Chief Nick Carpenter, 2839 Victoria, Traverse City, stated he did have a friend professionally vector the patch and suggested giving him a small token of appreciation.

Discussion followed.

Motion by Popp to approve a $100 thumb drive purchase by the Clerk for the fire department logo.

There was consensus that a $100 charge will be approved. Carpenter will obtain an invoice for submission to the clerk's office.

Carpenter advised that there was a wildfire on Saturday, 2-1/2 to 3 acres. There were four firefighters on scene; they handled it very well. However, the trailer with the Kubota and the brush truck are now being stored outside due to the concrete lip obstacle at the entrance of the east truck bay.

Discussion followed.

Carpenter also advised that they have had five calls since being the new department, they have been keeping up on all their paperwork, and all the guys seem happy. He reported that everyone was excited about the Shining Stars banquet and it boosted morale. They also have a Facebook page, Whitewater Township Fire Department.

He asked about reducing the size of the URL to the fire department page on the township website.

There was discussion about getting the rear parking lot asphalted.

Discussion followed. No decision was made.

Review MDOT Railway Property Phase 1 Environmental Site Assessment

Popp stated this is the phase 1 environmental study that the board had commissioned on the railroad property. It was recommended by township legal counsel as one of the steps we should take before purchasing land from MDOT. There is one reportable incident, which means there is the potential for contamination. Popp inquired of Carpenter whether this property is useful or not.

Carpenter stated his concern is having enough parking for firefighters in the back. It would be nice to go around the cell tower to the post office driveway. They will be using the rear parking lot open space for training. Going past that, he does not see an immediate use for it by the fire department, but he acknowledged that it would be nice to drive around the tower or get to the parking lot more than one way.

Asking price is $17,500.

Discussion followed.

The township attorney will be asked if there is a way to indemnify the township from future liability if contamination is confirmed. If not, what do they recommend as far as purchasing it if the township wants to purchase it.

Popp stated the same question should go to the engineers.

Hubbell stated there has been a lot of railroad come out across Michigan and a lot of homes put on the railroads. The chances of any contamination are probably slim to none.

Resolution #18-12 Ambulance Millage Renewal Language
Motion by Popp to adopt Resolution #18-12 Ambulance Millage Renewal Language; second by Benak. There was no further discussion. **Roll call vote: Hubbell, yes; Lawson, yes; Popp, yes; Benak, yes; Goss, yes. Motion carried.**

The blanks in the resolution were filled in by Goss and it was signed by Popp.

A true and complete copy of said resolution is attached to the minutes.

Resolution #18-13 Chain of Lakes Water Trail Designations in Whitewater Township
Motion by Popp to adopt Resolution #18-13; second by Hubbell.

Deana Jerdee, Executive Director of Paddle Antrim, is present.

There was brief discussion of whether nonmotorized watercraft will pay to launch at Whitewater Township Park. Goss noted they will be charged if they drive in and utilize a parking space in the lot but not if they enter from the water.

Popp brought up the issue of trash removal at Battle Creek Natural Area.

Goss and Jerdee will work together on signage stating expectations, including the "leave no trace" etiquette at BCNA.

Roll call vote: Lawson, yes; Popp, yes; Benak, yes; Goss, yes; Hubbell, yes. Motion carried.

A true and complete copy of said resolution is attached to the minutes.

New Business
Township Hall Phone System Issues/Proposals
AscomNorth, Penrod Communications, and SCI Networks submitted proposals for a new phone system.

Lawson explained that Charter (the current provider) is a VOIP phone system; it has a module to convert it to a standard phone connection. VOIP puts all the phone calls out over the Internet as a voice transmission. It is used widely and is very reliable. Most people are eliminating their landline because they already have Internet. The one option he found is a company (SCI Networks) which does a business option with desktop phones. Everything is over the Internet and it has all the functions of a DBX, which the township currently has. The phones on this system are cheaper because they take less equipment to operate. Each phone is embedded with the technology. The phones come pre-programmed for the site and plug into a network line. The system can be expanded to multiple locations. The system can be leased or purchased.

There is a recurring monthly fee. The phone numbers are ported over to the company's network and they become the provider.

Lengthy discussion followed.

The system will have auto attendant, voicemail, and voicemail to email.

Lawson confirmed the system can call 911.

Motion by Lawson to purchase a Bizfon system to replace the existing phone system, at a price of MRC (monthly recurring charge) $149.67 and purchase price of $1,344.80, plus an additional phone set for $195, contingent on follow-up information regarding warranty and support; second by Benak. There was no further discussion. **Roll call vote: Popp, yes; Benak, yes; Goss, yes; Hubbell, yes; Lawson, yes. Motion carried.**

Disposal of Surplus Computer Equipment
Lawson said he would be interested in it if it is scrapped out.

Discussion followed.

The following prices were discussed: $10 CPU, $5 monitors, keyboards and mice included. Regarding the hard drive, township data will be removed before sale.

Carpenter indicated a monitor at the fire department is not working; he will bring it back to the township hall to be scrapped.

There was consensus that surplus computer equipment will be disposed of by selling CPUs for $10, monitors for $5, keyboards and mice included, township data removed before sale.

Tabled Items
Review Administrative Policy Section 5 (tabled 10/14/2014)
This agenda item will remain tabled.

Review Ordinance 22 Pension Plan (tabled 10/25/2016)
This agenda item will remain tabled.

Review Whitewater Township Planning & Zoning Fees (tabled 02/28/2017)
This agenda item will remain tabled.

Board Comments/Discussion
None

Announcements
Next regular meeting date is 05/22/2018 at 7:00 p.m.

Public Comment
None

Adjournment
Motion by Hubbell to adjourn; second by Popp. On voice vote, all those present voted in favor, none opposed. Meeting adjourned at 9:12 p.m.

Respectfully submitted,

Cheryl A. Goss
Whitewater Township Clerk