

WHITEWATER TOWNSHIP BOARD
AGENDA REGULAR MEETING – APRIL 11, 2023
9:00 a.m. at the Whitewater Township Hall
5777 Vinton Road, Williamsburg, MI 49690
Phone 231-267-5141/Fax 231-267-9020

At this time, the Board invites everyone to silence their electronic devices.

Whitewater Zoom is inviting you to a scheduled Zoom meeting.

Topic: Board Meeting

Time: Apr 11, 2023 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/83877192014?pwd=cnErbkI3a3BTbjF0YTQzaTZXRUlmZz09>

Meeting ID: 838 7719 2014: Passcode: 523643

One tap mobile +13092053325,,83877192014#,,, *523643# US
+13126266799,,83877192014#,,, *523643# US (Chicago)

Dial by your location: +1 312 626 6799 US (Chicago); +1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC); +1 720 707 2699 US (Denver)

Find your local number: <https://us06web.zoom.us/j/83877192014?pwd=cnErbkI3a3BTbjF0YTQzaTZXRUlmZz09>

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon reasonable advance notice. Contact the Township Clerk at 231.267.5141 Ext. 24 at least 5 days in advance of the meeting.

- A. Call to Order
- B. Roll Call of Board Members
- C. Set/Adjust Meeting Agenda
- D. Declaration of Conflict of Interest
- E. Public Comment. Any person shall be permitted to address a meeting of the township board. Public comment shall be carried out in accordance with the following board rules and procedures:
 - 1. Comments shall be directed to the board, with questions directed to the chair.
 - 2. Any person wishing to address the board shall speak from the lectern and state his or her name and address.
 - 3. Persons may address the board on matters that are relevant to township government issues.
 - 4. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer board member's questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed five (5) minutes.
 - 5. In order to avoid unscheduled debates, the board generally will not comment or respond to public comment. Silence or non-response from the board should not be interpreted and disinterest by the board.

F. Public Hearing – None

G. Reports/Presentations/Announcements/Comments

1. County Board of Commissioners
2. Fire Department Report -
3. Planning Commission Report –
4. Parks & Recreation Advisory Committee Report
5. H&R Property Management & Maintenance – Randy Kitzmiller

H. **Consent Calendar**

Receive and File

1. Supervisor's Report for March 2023
2. Clerk's Report for March 2023 - None Provided
3. Treasurer Report February 2023
4. Trustee Vollmuth's March 2023 Report
5. Trustee Glenn's March 2023 Report
6. Zoning Administrator's Report for March 2023
7. Mobile Medical Response's March 2023 Activity Report
8. Fire Department March 2023 Report
9. Planning Commission March 2023 Report
10. Historical Society February and March 2023 Report
11. PC Minutes listed 2023.02.01 are actually from the January Meeting. Appears to be a file naming issue.
12. PRAC Approved Minutes 2023.02.21

Correspondence

1. Vicki Beam – Hi Pray Park
2. Grand Traverse County Sheriff Statistics
3. Hymore – Public Comments Not Read
4. ###

Minutes for Approval

1. Whitewater Township Special Board Meeting Draft Minutes 2023.03.08
2. Whitewater Township Regular Board Meeting Draft Minutes 2023.03.14
3. Whitewater Township Special Board Meeting Draft Minutes 2023.03.21
4. Whitewater Township Special Board Meeting Draft Minutes 2023.03.22
5. Whitewater Township Special Board Meeting Draft Minutes 2023.03.30

Bills for Approval

1. Approval of Alden State Bank Vouchers # 48876 to 48962

Budget Amendments None.

Revenue & Expenditure Report None

I. Unfinished Business

1. Camping Park Question & Answer
2. ###

J. New Business –

1. Fire Department New Member
2. Fire Department Over Head Doors
3. Approve Microsoft Email Hosting
4. Consider approving Bylaws
5. Request to approve PC Bylaws.
6. Ordinance Enforcement
7. Oosterhouse complaint Schedule Closed Session
8. Approve 2023 Road Brine Agreement
9. Hymore Complaint Schedule Closed session
10. Petobego Hayfield Mowing Agreement Needed.
11. Review Incompatible Office Information – Approve payment to Don Glenn
12. Review Vending Machine Location – COVID Testing Supplies.
13. Review Hi Pray Repair Work
14. Approve Tru Green Agreement
15. Update on Annual Audit RFQ
16. Modify Consent Calendar

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K. Tabled Items

1. None

L. Board Comments/Discussion

M. Announcements

1. Regular Township Board Meeting May 9,2023

N. Public Comment

O. Adjournment

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who are planning to attend. Contact the township clerk at 231-267-5141.

Memo

To: Whitewater Township Board
From: Don Glenn, Trustee
cc: None
Date: March 29, 2023
Subject: Liaison report for PRAC meeting March 21, 2023

As I was unable to attend this meeting, I have no additional commentary.

However, attached is the PRAC March 21st meeting packet for those interested in the agenda items.

Next regular meeting: Tuesday, April 18, 2023 @ 7:00 pm.

WHITEWATER TOWNSHIP
PARKS AND RECREATION ADVISORY COMMITTEE
AGENDA FOR REGULAR MEETING
March 21, 2023
7:00 PM, Whitewater Township Hall
5777 Vinton Road, Williamsburg, MI 49690

Join Zoom Meeting

<https://us06web.zoom.us/j/85133711838?pwd=bORPMHdiMzNlcm9yTjhwUG9kVkZTd09>

Meeting ID: 851 3371 1838 Passcode: 519251

One tap mobile +13092053325,,85133711838#,,,,*519251# US

Dial by your location +1 309 205 3325 US

1. Roll Call of Committee Members
2. Set/Adjust Meeting Agenda
3. Declaration of Conflict of Interest
4. **Public Comment:** Any person shall be permitted to address a meeting of the committee. Public comments shall be carried out in accordance with the following rules and procedures:
 - a. Comments shall be directed to the Committee, with questions directed to the Chair.
 - b. Any person wishing to address the Committee shall speak from the lectern and state his/her name and address.
 - c. Persons may address the commission on matters that are relevant to township Parks and recreation issues.
 - d. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer Committee members' questions.
 - e. Public comment shall be limited to 3 minutes.
5. Approval of minutes of February 28, 2023
6. Correspondence: Hi Pray Park and BCNA
7. Reports/Presentations/Announcements/Comments
8. Unfinished Business:
 - a. BCNA Tree removal completion; budget quote
 - b. Lossie Trail Wetland Improvements: EGLE preapplication Done. Scheduled for April 11 @10am
 - c. Lossie/BCNA trail signage; official revamp still on hold, can we put up temporary (protected) maps at 3 Kiosks
 - d. PRAC ByLaws; draft of changes being worked on.
9. New Business:
 - a. SPARKS/Hi Pray Walking trail; next steps
 - b. BCNA Trail Loop: Land Conservancy meeting.
 - c. Discuss communication with board on Local ARPA funding direction
10. Next Meeting April 18, 2023
11. Public Comment
12. Adjournment

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who are planning to attend. Contact the township clerk at 231-267-5141.

**Whitewater Township
Parks and Recreation Advisory Committee
Minutes for Regular Meeting
February 21, 2023**

Call to order 7:00 p.m.

Roll Call: Butler, Cosgrove, Melton, Voice, Hubbell

One present on Zoom

Set / Approve Agenda: Glenn requests removing NB c. (3) Capital Projects process. This did not to come through the Board. This is just for thoughts and context.

Melton would like to add an item to discuss the booklets with playground equipment as NB d (4).

Peninsula Township flyer add as NB e (5).

Declaration of Conflict of Interest: None

Public Comment: None

Approval of minutes:

MOTION by Butler, second by Cosgrove to approve January 9, 2023, meeting minutes.

Roll call vote: Butler-yes; Voice-yes; Cosgrove-yes; Melton-yes; Hubbell-yes. Motion carried.

Reports/Presentations/Announcements/Comments/Correspondence:

Peninsula Township flyer to be discussed as new business.

Glenn notes that the board has accepted the bid of Molon Excavating to move forward on the Park boat ramp, parking lot, entryway and boat wash, \$525,000+. The Tribe granted \$20,000 toward the boat wash. The project should be completed by the end of October.

Park Manager position has been posted.

PRAC noted appreciate for Don taking on the added work of working with the Park operations.

Unfinished Business:

1. BCNA tree removal – Will need to be brought forth to the Board from the PRAC as a project.

2. Lossie Trail wetland and improvements:

a. EGLE preconstruction walk through – discussion of the Budget and possible dollars available.

b. Landscape Architect walkdown

c. Subcommittee thoughts: to hone in on project details. Discussion ensued regarding organizing a volunteer group or list. It is a challenge to get a work bee type group. Subcommittee work is a way to break the projects up gathering details so no one person is doing all of the work.

Call for volunteers in the Spring Newsletter.

Change in ARPA funding motion wording. Do we need to request information from the Board to get moving on the projects? PRAC does not want to spend a lot of time and energy getting details together if the Board is just going to shut it down. Glenn feels the PRAC needs to bring the project scope(s) to the Board, details preferably, at least an outline and estimate of cost.

Lossie Trail is the "A" project since we have County ARPA funds (\$94,000) to work with.

Steve Lagerquist and Steve Largent are willing to work with us. Kevin, landscape architect, will help assess before EGLE walk through. Josh Crain is the EGLE contact.

3. Hi Pray Park requested Board approval to reopen playground. The inspector indicates that a second inspection is not necessary but she will do it in the spring. All items have been completed.

MOTION by Cosgrove, second by Hubbell to request that the board approve re-opening the Hi Pray Park playground.
Roll call vote: Hubbell-yes; Butler-yes; Voice-yes; Cosgrove-yes; Melton-yes. Motion carried.

4. Lossie/BCNA trail signage – on hold

6. SPARKS grant for BCNA trail upgrades not successful on first round. The project will automatically move into the second round.

Get a different quote on the walking trail at Hi Pray for the SPARKS grant. Get it quoted several ways, the trail with and without lights, exercise pads and exercise equipment.

New Business:

1. New PRAC binders mostly assembled.

2. PRAC Bylaws review, update and discuss Annual Report. Changes made. Will be red lined and presented to the board for approval.

Consensus to send the Bylaws updates to the Board for approval.

3. ~~Capital Project Process~~ — drafted by Don Glenn removed the item

4. Look through the playground equipment books, adult exercise equipment keeping in mind ADA, long term maintenance and well-rounded body workouts.

5. Peninsular Township flyer discussed and highlighted the cooperation between multiple entities in the completion of the park project(s).

Next regular meeting: Tuesday, March 21, 2023, 7 p.m.

Public Comment: None

Adjournment: 9:30 p.m.

Respectfully submitted,
Lois MacLean
Recording Secretary



Mel Melton <mammelon@gmail.com>

Battle Creek Nature Area Tree removal completion

Steve Largent <slargent@gtcd.org>
To: Mel Melton <mammelon@gmail.com>

Fri, Mar 10, 2023 at 3:06 PM

Hi Mel - We figure unless we run into something unforeseen and based on your 30 tree estimate, it shouldn't take us more than a couple days. In fact, it may only take a day. So, I'm proposing a not to exceed amount of \$3,500 to open the trail to a minimum width of 15 feet. This includes a crew of 4 sawyers for two days, travel, & associated equipment to complete the work. Hopefully we can go back to the contract from last year but I'll leave that up to you & the board. Take care and have a great weekend. S.

[Quoted text hidden]



Mel Melton <mammelon@gmail.com>

Playground repairs - Hi Pray Park

dglenn6542@yahoo.com <dglenn6542@yahoo.com>
To: Melissa Melton <mammelon@gmail.com>

Wed, Mar 15, 2023 at 9:18 AM

Melissa, the motion to reopen the subject playground was approved by the board yesterday but we will still need the final inspection from Ms. Berry later this spring so please keep that on the PRAC radar to get that completed.

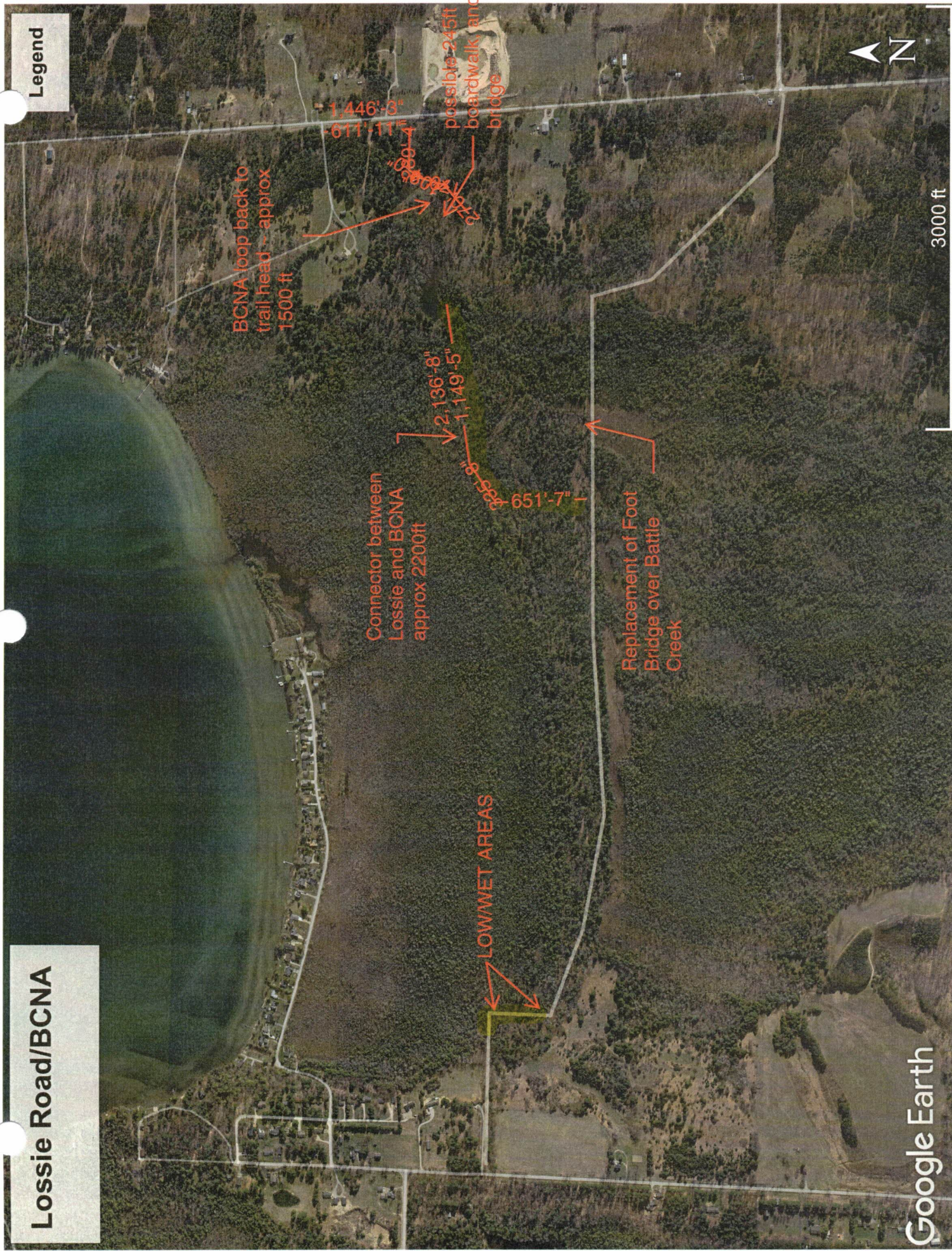
When that inspection is done, please email me the complete final inspection package (do not need the other detail you already send for the memo yesterday) and I will see that it gets properly filed in township records.

The supervisor, Ron Popp, indicated that he will be removing the signs the PRAC had created and authorized regarding the closing of the playground as well as the associated poles that were used for the caution tape.

Don Glenn
dglenn6542@yahoo.com
Trustee - Whitewater Township
cell phone: (614) 940-4601

Lossie Road/BCNA

Legend



PROJECTS / GRANTS OPPORTUNITIES

2022/23

Whitewater Township Parks & Recreation

Project Name	Description	# On Capital Projects Schedule	Budget Estimate	Timeline	Grant Potentials (listed below)	Links/Notes
WWTPark Boat Launch Expansion	Adding launching dock, boat wash, parking expansion	1	\$525,000	2023-Spring/must be complete by end of 2023	Rec'd 200k Mich DNR waterways matching grant	https://www.whitewatertownship.org/uploads/2/1/9/6/21966412/whitewater_park_waterways_grant_eng_april_2020.pdf
Lossie Trail - Wetlands / Bridge Fix	Create safe/dry crossing over lower wet trail on west end. Replace footbridge over Battle Creek	3	\$150,000	2023-2025	Submitted for GT ARPA; 12/24/22:WE HAVE BEEN AWARDED THIS GRANT OF \$95,917!!	https://www.gtcounty.mi.gov/DocumentCenter/View/20345/December-21-2022-ARPA-Awards
BCNA loop trail	Create walking path that loops back to the trail head	2	\$99,442	2023-2024	SPARKS?	
Lossie connect to BCNA	Make a connector trail system from LRNT to BCNA trail	4	\$312,500	2024-2026	Submitted for SPARKS 12/19/22; We were not awarded during the first round	project 4 & 5 are being combined into one larger project for Sparks grant application
BCNA Trail to Beach	Find/create walking path or elevated boardwalk from existing trail 'spur' down to the beach	5	see above	2024-2026	Submitted for SPARKS 12/19/22; We were not awarded during the first round
HiPray Bleachers	Replacement of 3 Bleachers					
HiPray walking trail	Create a paved 1 mile loop walking trail around Hi Pray Park		\$900,000	2025-2026	On list to submit for SPARKS spring 2023	
Petobeco Trail head parking improvements						
WWTPark Beach improvements	Pavilion, Restroom, Kayak Launch, beach on left side of drive/boat launch				On list to Submit for SPARKS later 2023	

Grant Opportunities

#	Grant Name	Providing Agency	Description	Potential projects in WWT	Submission Deadline	Project deadlines	Links/Notes
	DNR Sparks	Michigan DNR/ARPA	improve and redevelop existing public outdoor recreation in communities	Submitted project 4 & 5	First submission is 12/19/22, other two spring/summer 2023	Obligate funds by 12/31/2024 and expend funds by 12/31/2026	https://www.michigan.gov/dnr/buy-and-apply/grants/rec/sparkrgrants
1	GT County ARPA	Grand Traverse County		Submitted project 2 & 3	Oct 31, 2022	Obligate funds by 12/31/2024 and expend funds by 12/31/2026	https://www.gtcounty.mi.gov/DocumentCenter/View/19348/ARPA-GTC-Application

<https://www.michigan.gov/egle/about/organization/water-resources/coastal-management>

[grants.gov](https://www.michigan.gov/egle/about/organization/water-resources/coastal-management)

WVVT Park Beach
Improvements 11/30/22

Cleanup Day

3 EGLE high water

4 Tire Grant

5 Federal Grants General

Michigan DNR

Searchable spreadsheet
of Grants available for
Local/Tribal gov't

IIJA Funding Tracker Website UofM

<https://docs.google.com/spreadsheets/d/>

To: Whitewater Township Board

From: Ron Popp, Township Supervisor

Date: 4.3.2023

Re: Consent Calendar April 11, 2023 Whitewater Township Board Meeting

Receive and File

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Correspondence

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3. Hymore – Public Comments Not Read
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5. Whitewater Township Special Board Meeting Draft Minutes 2023.03.30

Bills for Approval

1. Approval of Alden State Bank Vouchers # 48876 to 48962

Budget Amendments None.

Revenue & Expenditure Report None

Motion to Approve Consent Calendar.

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Whitewater Township Supervisor's Report

March 2023

1) Citizen observations:

- A. Roland Oosterhouse – Lossie Road Nature Trail. This complaint is elsewhere on the April 11, 2023 agenda.
- B. Vicki Beam – Hi Pray Park Playground – Workman quality concerns. This observation is elsewhere on the April 11, 2023 agenda.

2) Office duties:

A. Meetings:

- 1) The first quarter of the year is a busy time in the Supervisor's Office. Between budget, Board of Review and hiring needs for the Park & Recreation Departments, the office participated in eight meetings scheduled meetings.
- 2) Missed the monthly Supervisor's meeting due to a scheduling conflict.

3. Other Items of Interest:

- 1) Deputy Supervisor Tim Arends starting assisting the office on March 20, 2023. Tim will be working on getting our administrative house in order. His long time involvement in local city government and as the director of a local utility make him uniquely qualified for these tasks. Welcome Tim!
- 2) Email issues continue to plague the Township's.org emails. The issue is server related necessitating a significant rework of how the Township sends and receives emails. This topic is covered elsewhere in the April 11, 2023 agenda. **IF YOU SEND EMAILS TO THE .ORG** address please follow them up with a phone call. As one component of the repair process, the Township has applied for a new domain name whitewatertownshipmi.gov. This item is elsewhere on the April 11, 2023 agenda.
- 3) Two Freedom of Information Act (FOIA) request were received this month. One was not processed in the usual manner as information was supplied by the Clerk directly to the requestor. The FOIA Coordinator is to maintain copies of information requested and provided. This item will be addressed as a Board item at a later date.
- 4) Attended a Planning Commission Resident Outreach meeting. This group is working on the Master Plan. Please keep an eye open for other public input session coming up this summer. If you have questions or interests in this group please email Rachel Steelman rsteelamnpc@yahoo.com or any Board Member for more information.

- 5) Ownership of the railroad grade and culvert in the boxed area between M-72, Elk Lake Road, Old M-72, and Vinton Road is still unclear. Work continues on this item.
- 6) A permit to discharge water from the proposed boat wash station at the Whitewater Township Park is an Environment, Great Lakes and Energy (EGLE) requirement. This process can take 6 months and is handled online. The application should be completed in April.
- 7) Ordinance enforcement both zoning and police power is an issue many local units are tackling. The Township is still actively seeking independent contractors for zoning enforcement. The Topic is elsewhere on the April 11, 2023 agenda.
- 8) The Township currently has openings on the Board of Review, Park & Recreation Advisory Committee, and the Zoning Board of Appeals. If you have any desire to serve the community in this way, please contact the Supervisor's Office at 231.267.5141 ext. 23 for more information.
- 9) No time was allotted to verify the legal description of the N- Industrial Zoning District.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ron Popp", with a stylized flourish at the end.

Ron Popp
FOIA Coordinator
Whitewater Township Supervisor.

Whitewater Township
Bank Accounts
February 28, 2023
Prior to Balancing with Clerk

	Balance
General Fund Checking - ASB	
General Fund-ASB - 101	1,027,392.92
Road Fund-ASB- 203	20,231.41
Road Repair/Rep-ASB - 204	417,579.04
Fire Fund-ASB- 206	408,082.70
Park Fund-ASB - 208	52,789.74
Recreation Fund-ASB - 209	40,086.15
Ambulance Fund-ASB- 210	579,999.24
Public Imprvmt Fund-ASB - 401	127,905.12
Fire Cap Imprvmt Fund-ASB- 406	196,740.50
Payroll Clearing-Gen Fund-750	525.15
	2,871,331.97
Total General Fund Checking	2,871,331.97
 General Fund MM - ASB	 153,919.33
 General Fund Savings - FCB	 11,037.97
 Property Tax Fund - FCB	
Property Tax Fund FCB - 703	112,762.53
 Federal Funds (ARPA) - FCB	
Federal Fund FCB 285	295,496.15

Whitewater Township
Cash Balance Report
February 28, 2023
Prior to Balancing with the Clerk

101 General Fund

101-000-001	General Fund-ASB - 101	\$	1,027,392.92
101-000-003	General MM - 101		118,297.59
101-000-005	Tower Removal FCB Savings		11,037.97

	Total 101		1,156,728.48
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203 Road Fund

203-000-001	Road Fund-ASB- 203		20,231.41
203-000-003	Road Fund MM - 203		20.31

	Total 203		20,251.72
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204 Road Repair/Replacement Fund

204-000-001	Road Repair/Rep-ASB - 204		417,579.04
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	Total 204		417,579.04
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206 Fire Fund

206-000-001	Fire Fund-ASB- 206		408,082.70
206-000-003	Fire MM - 206		25,649.49

	Total 206		433,732.19
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208 Park Fund

208-000-001	Park Fund-ASB - 208		52,789.74
208-000-003	Park MM - 208		2,770.15

	Total 208		55,559.89
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209 Recreation Fund

209-000-001	Recreation Fund-ASB - 209		40,086.15
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	Total 209		40,086.15
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210 Ambulance Fund

210-000-001	Ambulance Fund-ASB- 210		579,999.24
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	Total 210		579,999.24
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211 Ambulance Replacement Fund

	Total 211		0.00
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401 Public Improvement Fund

401-000-001	Public Imprvmt Fund-ASB - 401		127,905.12
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	Total 401		127,905.12
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406 Fire Capital Improvement Fund

406-000-001	Fire Cap Imprvmt Fund-ASB- 406		196,740.50
406-000-003	Fire Cap Imp MM - 406		7,181.79

	Total 406		203,922.29
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Whitewater Township
Cash Balance Report
February 28, 2023
Prior to Balancing with the Clerk

Federal Fund (ARPA) - FCB

285-000-001	Federal Fund FCB 285	295,496.15
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Total 285	295,496.15
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703 Property Tax Fund

703-000-001	Property Tax Fund FCB - 703	112,762.53
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Total 703	112,762.53
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750 Payroll Clearing Fund

750-000-001	Payroll Clearing-Gen Fund-750	525.15
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Total 750	525.15
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Grand Total	\$ 3,444,547.95
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INTEREST FOR FISCAL YEAR 2022 / 2023
ALL ACCOUNTS - YTD

Fund	ASB Checking Account	ASB Money Market		FCB Checking	FCB Savings	Total
General Fund- - 101	1827.51	252.07				2079.58
						0.00
Tower Removal					1.66	1.66
Road Fund-- 203	50.40					50.40
Road Repair Fund-- 204	975.45					975.45
Fire Fund-- 206	601.06	60.68				661.74
Park Fund- - 208	720.37	34.35				754.72
Recreation Fund- - 209	45.11					45.11
Ambulance Fund-- 210	906.97					906.97
Public Imprvmt Fund- - 401	302.81					302.81
Fire Cap Imprvmt Fund-- 406	368.02	16.97				384.99
Total						6163.43
Property Tax Ckg -FCB -- 703				36.91		36.91
Fed - ARPA -FCB -- 285				91.76		91.76
						0.00
						0.00
GRAND TOTAL ALL INTEREST	5797.70	364.07		128.67	1.66	6292.10

Whitewater Township
FCB Interest Report
April 2022 - March 2023

	April '22	May '22	June '22	July '22	Aug '22	Sept '22	Oct '22	Nov '22	Dec '22	Jan '23	Feb '23	March '23	GR TOTAL
Tower Removal Qtly			0.83			0.83			0.83				2.49
Property Tax Ckg-- 703	0.01	0.01	0.01	2.16	5.06	14.40	6.78	0.75	2.30	5.43			36.91
Fed - ARPA -- 285	3.28	3.76	3.64	6.60	12.55	12.14	12.55	12.14	12.55	12.55			91.76
													0.00
													0.00
Total	3.29	3.77	4.48	8.76	17.61	27.37	19.33	12.89	15.68	17.98	0.00	0.00	131.16

Whitewater Township
ASB Money Market Interest Report
April 2022 - March 2023

	April '22	May '22	June '22	July '22	Aug '22	Sept '22	Oct '22	Nov '22	Dec '22	Jan '23	Feb '23	March '23	GR TOTAL
General Fund-- 101	13.05	12.63	12.63	13.05	13.05	13.48	19.79	33.69	50.41	70.29			252.07
Fire Fund-- 206	3.26	3.15	3.16	3.26	3.26	3.37	4.95	8.42	12.60	15.25			60.68
Park Fund-- 208	2.35	2.27	2.27	2.35	2.35	2.42	3.56	6.06	9.07	1.65			34.35
Fire Cap Imprvmt Fund-- 406	0.91	0.88	0.88	0.91	0.91	0.94	1.38	2.36	3.53	4.27			16.97
Road Fund-- 203													0.00
													0.00
Total	19.57	18.93	18.94	19.57	19.57	20.21	29.68	50.53	75.61	91.46	0.00	0.00	364.07

Whitewater Township
ASB Interest Investment Report
April 2022 - March 2023

	April '22	May '22	June '22	July '22	Aug '22	Sept '22	Oct '22	Nov '22	Dec '22	Jan '23	Feb '23	March '23	GR TOTAL
General Fund-- 101	90.57	92.24	82.23	90.90	90.73	96.06	142.69	254.58	355.36	531.85			1,827.21
Road Fund-- 203	2.87	4.37	4.08	4.36	4.11	2.35	3.32	6.09	8.17	10.68			50.40
Road Rep-- 204	52.04	55.22	51.78	55.62	52.51	56.19	79.91	147.87	199.77	224.54			975.45
Fire Fund-- 206	41.08	38.25	35.02	35.35	32.24	32.37	43.98	67.64	94.38	180.75			601.06
Park Fund-- 208	53.52	53.82	51.58	54.21	50.72	52.05	71.52	129.54	174.69	28.72			720.37
Recreation Fund-- 209	7.16	5.98	5.11	4.32	0.96					21.58			45.11
Ambulance Fund-- 210	70.56	55.36	51.95	55.84	52.74	56.48	80.38	96.34	140.52	246.80			906.97
Public Imprvmt Fund-- 401	16.82	17.68	16.29	17.50	16.23	17.37	24.70	45.70	61.74	68.78			302.81
Fire Cap Imprvmt Fund-- 406	22.10	19.93	18.69	19.55	18.36	16.87	24.00	52.54	70.19	105.79			368.02
Total	356.72	342.85	316.73	337.65	318.60	329.74	470.50	800.30	1,104.82	1,419.49	0.00	0.00	5,797.40

HeidiVyourtrustee
Report April 2023

This month was a busy one with budget issues, movie night and the many calls from residents from building issues to park concerns. Spring comes sooner and later here in northern Michigan so maybe keep the shovel out.

Last month was the first time the planning commission was able to put their agenda and packet in the board packet. This occurs only once in a great while because of the dates between the planning commission meetings and the board meetings. I hope that everyone enjoyed the hard work from this new team. We will continue to come up with new and exciting ways to get the public involved. Our movie night was very successful. Everyone enjoyed the popcorn as well as the education of the material offered.

The planning commission and the planner continue to work hard on revamping the master plan. It would be a good time to familiarize yourself with the planning commission packet as well as the board packet now would be a good time to get involved, so your voice gets heard.

The upcoming events for the planning commission include project flow charts, standard operating procedures, private road ordinance discussion and the Classic Equine special use permit extension will be discussed as new business.

Changing of seasons bring weather issues
Have you checked out Code Red?
Find out all about it on Whitewater Township Fire Department
Website for further details.

Everyone enjoy Spring Break & stay safe!

Regards,
HeidiVyourtrustee

April 2023

Whitewater Township Trustee report – Don Glenn

Citizen communications and/or observations

- Multiple citizens have offered assistance in recruiting Rangers needed for WTP this season and they have been provided information on the job description, employment application needed and where to send that information to so potential candidates can be reviewed.

Educational opportunities

1. Attended the **March MTA meeting** that featured speakers from Chase Bank (Bob Overbeck & Lori Harper) to promote the “One Card” program which is a credit card payment program that is designed for procurement to move from a check based system and can interact with most townships accounts payable software. The program also offers an annual cash rebate program back to the township depending on the amount of annual use.
 2. **Webinars:**
 - a. Participated in the March 16th MSU Extension & Dept. of Treasury ***Fiscally Ready Communities: Budgeting for Fiscal Sustainability series*** / this webinar focused on providing best practices for local government fiscal health, including budgeting, long-term planning, dealing with uncertainty, and financial policies and procedures.
 3. **Continuing education:** attended the “Public Officials Emergency Management Workshop” on Tuesday, March 7th which was a 2-hour workshop designed to provide local government senior elected, appointed officials and administrative leaders with an understanding of their roles and responsibilities in the event of an emergency or disaster in their communities. The leaders of this workshop were Gregg Bird, the GTC Emergency Management Coordinator and Lt. Michael de Castro, District 7 Coordinator, Michigan State Police Emergency Management & Homeland Security Division.
-

1. Additional activities – Whitewater Township Park:

- a. Generated seasonal campers invoices and completed billing via our credit card processing company in mid-March.
- b. Conducted the online reservation system test with Brickhouse Interactive on Tuesday, March 7th and all tests were successfully completed.
- c. Scheduling pre-season park vendors for goods and services (some P.O.’s still needed):
 - i. North Shore Dock scheduled / targeted for Monday, May 1st but subject to “wind conditions”;
 - ii. Don Way (wood vendor) scheduled for 1st delivery week of May 1st;
 - iii. Using overlays rather than replacing Ranger station wall mount signs with updates to dates & rates;
 - iv. Hurst Mechanical (plumbing) scheduled for Thursday, April 27th @ 8 am – Mike Bunek (field technician);

- v.** Scheduled Gmoser's to deliver three (3) portable toilets for the beach area as we did last year (2-standard & 1-handicap accessible) on May 2nd;
 - vi.** Will scheduled Great Lakes Water Quality Lab (Becky) testing when the water is on and the system is fully operational & will have to file the GTC Health Department form with the test results;
 - vii.** Scheduled Gourdie-Frasier to do the septic system start-up on Friday, April 28th @ 10:30 am – Erik Arbut (field technician);
 - viii.** Spoke with Home City Ice and they instructed that the ice order be placed on May 1st for delivery that week;
 - ix.** Schedule GFL Environmental for waste containers to be delivered April 27th;
- d. We have begun the process of recruiting Rangers for the 2023 season via a newspaper ad, "work of mouth" and assistance from multiple citizens offering to recruit candidates;
- e. Plan to turn the Beds24 website for WTP 2023 online reservations on Monday, April 3rd;

Whitewater Township
5777 Vinton Road | P.O. Box 159
Williamsburg, Michigan 49690

231-267-5141

www.whitwatertownship.org

zoning@whitwatertownship.org

MARCH 2023 ZONING REPORT

Baggs Road / Site Condo Development

Based communication from the attorney (and until such time that the Township Board has made a final determination regarding the land division complaint), the application process will not move before the planning commission.

High Point Golf Course – there has been no communication from representatives of this proposed development in response to staff inquiries requesting a status update for planning purposes.

A summary of concerns (enforcement / compliance activity) is *still* being organized so that a list of unresolved violations can be forwarded to the Township Board for review

TRAINING: The **Wexford Joint Planning Commission** will be conducting a training session on Monday, May 22nd, 2023 (a week before Memorial Day). While the training will be focusing on the ‘big’ picture – it will include two parts: Roles and Responsibilities [between the administrative / legislative bodies], and Communication and our broader responsibility within the community at large. If ANYONE (board or pc) is interested in attending, please let me know ASAP. The cost will again be a minimal \$20 fee per attendee to help offset costs. This training will NOT be open to the public.

Land Use Permit Activity

ZONE	LUP #	TAX ID #	2023 - OWNER NAME and SITE ADDRESS	PROJECT DESCRIPTION	DATE
R2	2023-04	28-13-004-035-03	Berg/Siejutt, Erica: 5211 Vinton Road	Accessory Building	3/9/2023
PUD	2023-05	28-13-128-001-80	Pasik, Kaitlyn: 7806 Elk Lake Road	Basement Remodel	3/9/2023
A1	2023-06	28-13-134-003-10	Hooper, Ted: 6575 Cook Road	Driveway Arch	6/16/2023

For your review,



Whitewater Township
Zoning Administrator

White Water March RT

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%	0.00%
00:02:00 - 00:02:59	1	1	6.67%	6.67%
00:03:00 - 00:03:59	2	3	13.33%	20.00%
00:06:00 - 00:06:59	5	8	33.33%	53.33%
00:07:00 - 00:07:59	2	10	13.33%	66.67%
00:08:00 - 00:08:59	1	11	6.67%	73.33%
00:09:00 - 00:09:59	2	13	13.33%	86.67%
00:12:00 - 00:12:59	1	14	6.67%	93.33%
00:20:00 - 00:20:59	1	15	6.67%	100.00%

Whitewater Twp Responses

March 2023

Nature of Call	WW	Total
12-Convulsions/Seizures	1	1
17-Falls	3	3
1-Abdominal Pain/Problems	1	1
21-Hemorrhage/Lacerations	1	1
23-Overdose / Poisoning (Ingestion)	1	1
26-Sick Person (Specific Diagnosis)	1	1
29-Traffic/Transportation/Accidents	1	1
31-Unconscious/Fainting (Near)	1	1
32-Unknown Problem (Man Down)	1	1
6-Breathing Problems	3	3
7-Burns (Scalds) /Explosion	1	1
9-Cardiac or Respiratory Arrest/Death	3	3
Total	18	18

Call Disposition	WW	Total
Transport	10	10
Refusal	5	5
Cancelled	3	3
Total	18	18

Response Priority	WW	Total
P-1 Emergency ALS	7	7
P-2 Emergency BLS	10	10
P-3 Non-Emergent	1	1
Total	18	18

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
28,080	03/02/2023	P-1	9-Cardiac or Respiratory Arrest/I	Whitewater	10 GTA3	Transport	8:05:58	8:11:59	00:06:01
28,081	03/02/2023	P-1	9-Cardiac or Respiratory Arrest/I	Whitewater	10 GTE7	Refusal	8:06:27	8:27:08	00:20:41
29,340	03/04/2023	P-1	6-Breathing Problems	Whitewater	10 GTA3	Transport	21:41:25	21:48:18	00:06:53
29,394	03/05/2023	P-2	17-Falls	Whitewater	10 GTA3	Transport	1:44:34	1:51:01	00:06:27
29,419	03/05/2023	P-1	32-Unknown Problem (Man Dow	Whitewater	10 GTA3	Canceled	4:56:33	5:07:37	00:11:04
31,329	03/09/2023	P-2	17-Falls	Whitewater	10 GTA3	Canceled	6:38:50		
31,387	03/09/2023	P-2	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Refusal	10:05:34	10:14:58	00:09:24
31,797	03/10/2023	P-1	6-Breathing Problems	Whitewater	10 GTA3	Transport	6:57:03	6:59:07	00:02:04
32,357	03/11/2023	P-2	29-Traffic/Transportation/Accider	Whitewater	10 GTA3	Refusal	12:43:25	12:50:06	00:06:41
32,938	03/13/2023	P-2	12-Convulsions/Seizures	Whitewater	10 GTA3	Transport	1:30:12	1:37:59	00:07:47
33,866	03/15/2023	P-1	6-Breathing Problems	Whitewater	10 GTA3	Refusal	0:56:16	1:04:19	00:08:03
34,662	03/15/2023	P-2	31-Unconscious/Fainting (Near)	Whitewater	10 GTA3	Transport	21:39:40	21:42:52	00:03:12
34,934	03/16/2023	P-1	9-Cardiac or Respiratory Arrest/I	Whitewater	10 GTA3	Refusal	13:52:19	14:01:26	00:09:07
35,312	03/17/2023	P-3	1-Abdominal Pain/Problems	Whitewater	10 55A1	Transport	10:36:02	10:39:54	00:03:52
37,270	03/21/2023	P-2	21-Hemorrhage/Lacerations	Whitewater	10 GTA3	Transport	18:54:57	19:02:50	00:07:53
39,964	03/28/2023	P-2	7-Burns (Scalds) /Explosion	Whitewater	10 GTA3	Canceled	0:43:59	0:55:00	00:11:01
40,236	03/28/2023	P-2	17-Falls	Whitewater	10 GTA3	Transport	17:04:44	17:17:15	00:12:31
41,444	03/30/2023	P-2	23-Overdose / Poisoning (Ingest	Whitewater	10 GTA3	Transport	20:17:34	20:23:56	00:06:22

GT-A3 Activity (March 2023)

Call Disposition	Acme	WW	Elk Rapids	Milton	Total
Transport	24	9	3	1	37
Refusal	6	4	0	1	11
Cancelled	9	3	0	2	14
Total	39	16	3	4	62

Response Priority	Acme	WW	Elk Rapids	Milton	Total
P-1 Emergency ALS	7	6	1	0	14
P-2 Emergency BLS	21	10	2	4	37
P-3 Non-Emergent	11	0	0	0	11
Total	39	16	3	4	62

Nature of Call	Acme	WW	Elk Rapids	Milton	Total
10-Chest Pain (Non-Traumatic)	1	0	0	0	1
12-Convulsions/Seizures	0	1	0	0	1
17-Falls	12	3	0	1	16
1-Abdominal Pain/Problems	4	0	0	0	4
21-Hemorrhage/Lacerations	0	1	0	0	1
23-Overdose / Poisoning (Ingestion)	0	1	0	0	1
25-Psychiatric/ Abnormal Behavior/Suici	2	0	0	0	2
26-Sick Person (Specific Diagnosis)	8	1	1	3	13
28-Stroke (CVA)	1	0	0	0	1
29-Traffic/Transportation/Accidents	1	1	0	0	2
2-Allergies (Reactions)/Envenomations (1	0	0	0	1
31-Unconscious/Fainting (Near)	3	1	0	0	4
32-Unknown Problem (Man Down)	1	1	1	0	3
4-Assault/Sexual Assault	1	0	0	0	1

	Acme	WW	Elk Rapids	Milton	Total
6-Breathing Problems	3	3	0	0	6
7-Burns (Scalds) /Explosion	1	1	0	0	2
9-Cardiac or Respiratory Arrest/Death	0	2	1	0	3
Total	39	16	3	4	62

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
27,546	03/01/2023	P-1 L	6-Breathing Problems	Acme	10 GTA3	Refusal	11:46:37	11:59:56	00:13:19
27,875	03/01/2023	P-3 L	4-Assault/Sexual Assault	Acme	10 GTA3	Canceled	22:59:42		
28,080	03/02/2023	P-1 L	9-Cardiac or Respiratory Arrest/I	Whitewater	10 GTA3	Transport	8:05:58	8:11:59	00:06:01
28,229	03/02/2023	P-2 F	17-Falls	Acme	10 GTA3	Transport	12:24:16	12:26:24	00:02:08
28,364	03/02/2023	P-1 L	9-Cardiac or Respiratory Arrest/I	Elk Rapids	10 GTA3	Transport	16:12:04	16:21:36	00:09:32
28,529	03/03/2023	P-1 L	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	2:32:47	2:43:47	00:11:00
29,084	03/04/2023	P-3 L	17-Falls	Acme	10 GTA3	Transport	7:50:58	7:57:06	00:06:08
29,340	03/04/2023	P-1 L	6-Breathing Problems	Whitewater	10 GTA3	Transport	21:41:25	21:48:18	00:06:53
29,394	03/05/2023	P-2 F	17-Falls	Whitewater	10 GTA3	Transport	1:44:34	1:51:01	00:06:27
29,419	03/05/2023	P-1 L	32-Unknown Problem (Man Dow	Whitewater	10 GTA3	Canceled	4:56:33	5:07:37	00:11:04
29,571	03/05/2023	P-2 F	17-Falls	Acme	10 GTA3	Transport	15:52:48	15:56:12	00:03:24
29,901	03/06/2023	P-2 F	17-Falls	Acme	10 GTA3	Refusal	12:10:36	12:14:09	00:03:33
29,998	03/06/2023	P-2 F	26-Sick Person (Specific Diagno	Elk Rapids	10 GTA3	Transport	15:43:44	15:54:14	00:10:30
30,040	03/06/2023	P-2 F	17-Falls	Acme	10 GTA3	Transport	17:29:07	17:32:18	00:03:11
30,375	03/07/2023	P-3 L	1-Abdominal Pain/Problems	Acme	10 GTA3	Transport	11:58:22	12:01:04	00:02:42
31,105	03/08/2023	P-2 F	17-Falls	Acme	10 GTA3	Canceled	17:26:49		
31,329	03/09/2023	P-2 F	17-Falls	Whitewater	10 GTA3	Canceled	6:38:50	6:51:53	00:13:03
31,387	03/09/2023	P-2 F	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Refusal	10:05:34	10:14:58	00:09:24
31,797	03/10/2023	P-1 L	6-Breathing Problems	Whitewater	10 GTA3	Transport	6:57:03	6:59:07	00:02:04
32,357	03/11/2023	P-2 F	29-Traffic/Transportation/Accider	Whitewater	10 GTA3	Refusal	12:43:25	12:50:06	00:06:41
32,894	03/12/2023	P-2 F	17-Falls	Acme	10 GTA3	Canceled	21:48:17		
32,938	03/13/2023	P-2 F	12-Convulsions/Seizures	Whitewater	10 GTA3	Transport	1:30:12	1:37:59	00:07:47
33,075	03/13/2023	P-2 F	17-Falls	Acme	10 GTA3	Refusal	10:53:34	10:55:02	00:01:28
33,130	03/13/2023	P-1 L	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	12:54:50	12:56:34	00:01:44
33,226	03/13/2023	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Canceled	17:13:09		
33,383	03/14/2023	P-1 L	6-Breathing Problems	Acme	10 GTA3	Transport	0:54:01	1:05:08	00:11:07
33,726	03/14/2023	P-2 F	1-Abdominal Pain/Problems	Acme	10 GTA3	Transport	18:02:20	18:04:12	00:01:52
33,866	03/15/2023	P-1 L	6-Breathing Problems	Whitewater	10 GTA3	Refusal	0:56:16	1:04:19	00:08:03
34,302	03/15/2023	P-1 L	10-Chest Pain (Non-Traumatic)	Acme	10 GTA3	Transport	6:59:49	7:12:35	00:12:46
34,662	03/15/2023	P-2 F	31-Unconscious/Fainting (Near)	Whitewater	10 GTA3	Transport	21:39:40	21:42:52	00:03:12
34,934	03/16/2023	P-1 L	9-Cardiac or Respiratory Arrest/I	Whitewater	10 GTA3	Refusal	13:52:19	14:01:26	00:09:07

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
35,367	03/17/2023	P-2 F	17-Falls	Milton	10 GTA3	Refusal	12:45:00	13:05:50	00:20:50
35,718	03/18/2023	P-3 F	1-Abdominal Pain/Problems	Acme	10 GTA3	Transport	4:56:49	5:09:58	00:13:09
36,081	03/19/2023	P-2 F	32-Unknown Problem (Man Dow	Acme	10 GTA3	Canceled	6:19:06		
36,109	03/19/2023	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	9:16:52	9:22:26	00:05:34
36,199	03/19/2023	P-2 F	17-Falls	Acme	10 GTA3	Refusal	14:50:46	14:55:59	00:05:13
36,627	03/20/2023	P-2 F	7-Burns (Scalds) /Explosion	Acme	10 GTA3	Canceled	15:50:39	15:57:35	00:06:56
36,783	03/20/2023	P-3 F	17-Falls	Acme	10 GTA3	Canceled	23:20:21		
36,811	03/21/2023	P-3 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	1:16:47	1:29:10	00:12:23
37,073	03/21/2023	P-2 F	28-Stroke (CVA)	Acme	10 GTA3	Transport	11:12:59	11:17:36	00:04:37
37,270	03/21/2023	P-2 F	21-Hemorrhage/Lacerations	Whitewater	10 GTA3	Transport	18:54:57	19:02:50	00:07:53
37,810	03/23/2023	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	0:29:09	0:35:35	00:06:26
38,609	03/24/2023	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Refusal	19:06:16	19:17:17	00:11:01
38,945	03/25/2023	P-2 F	26-Sick Person (Specific Diagno	Milton	10 GTA3	Canceled	9:13:07		
38,961	03/25/2023	P-2 F	26-Sick Person (Specific Diagno	Milton	10 GTA3	Transport	9:53:53	10:29:51	00:35:58
39,093	03/25/2023	P-3 F	17-Falls	Acme	10 GTA3	Transport	16:12:10	16:15:25	00:03:15
39,428	03/26/2023	P-3 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	17:25:38	17:27:46	00:02:08
39,484	03/26/2023	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Refusal	21:06:12	21:21:22	00:15:10
39,626	03/27/2023	P-3 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	8:29:59	8:40:09	00:10:10
39,797	03/27/2023	P-2 F	25-Psychiatric/ Abnormal Behavi	Acme	10 GTA3	Transport	15:37:07	15:43:59	00:06:52
39,920	03/27/2023	P-2 F	2-Allergies (Reactions)/Envenorr	Acme	10 GTA3	Canceled	21:28:49		
39,964	03/28/2023	P-2 F	7-Burns (Scalds) /Explosion	Whitewater	10 GTA3	Canceled	0:43:59	0:55:00	00:11:01
40,001	03/28/2023	P-2 F	25-Psychiatric/ Abnormal Behavi	Acme	10 GTA3	Transport	6:28:54	6:37:49	00:08:55
40,236	03/28/2023	P-2 F	17-Falls	Whitewater	10 GTA3	Transport	17:04:44	17:17:15	00:12:31
40,296	03/28/2023	P-2 F	32-Unknown Problem (Man Dow	Elk Rapids	10 GTA3	Transport	19:40:18	19:53:16	00:12:58
40,315	03/28/2023	P-2 F	26-Sick Person (Specific Diagno	Milton	10 GTA3	Canceled	20:58:18		
40,377	03/29/2023	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	0:43:49	0:56:45	00:12:56
40,856	03/29/2023	P-3 F	29-Traffic/Transportation/Accider	Acme	10 GTA3	Canceled	17:14:26	17:19:56	00:05:30
40,996	03/30/2023	P-1 F	17-Falls	Acme	10 GTA3	Transport	0:53:53	1:03:10	00:09:17
41,114	03/30/2023	P-3 F	1-Abdominal Pain/Problems	Acme	10 GTA3	Transport	7:28:40	7:38:21	00:09:41
41,444	03/30/2023	P-2 F	23-Overdose / Poisoning (Ingest	Whitewater	10 GTA3	Transport	20:17:34	20:23:56	00:06:22
41,598	03/31/2023	P-1 F	6-Breathing Problems	Acme	10 GTA3	Transport	4:36:26	4:49:28	00:13:02

A-3 Transports By Month (Billable Calls)

Dispatch Zone	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Total
Antrim-City of Elk Rapids	0	0	1	0	1	3	0	1	1	1	1	0	3	12
Antrim-Elk Rapids	0	0	0	0	3	0	0	0	0	1	1	0	0	5
Antrim-Milton	1	0	0	1	0	2	0	0	0	2	0	0	2	8
GT-Acme	22	26	33	41	50	51	24	41	29	34	30	19	30	430
GT-East Bay	1	0	1	2	2	0	0	1	3	2	1	0	0	13
GT-Traverse City	0	0	1	0	1	1	1	0	0	0	1	1	0	6
GT-Whitewater	18	12	16	12	23	14	15	7	12	12	19	13	14	187
Kalkaska-Clearwater	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Kalkaska-Rapid River	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Total	43	38	52	56	80	71	41	50	45	52	53	33	49	663



WHITEWATER TOWNSHIP FIRE DEPARTMENT

8380 OLD M-72 ♦ PO BOX 9 ♦ WILLIAMSBURG, MICHIGAN 49690 ♦ 231.267.5969 ♦ FIRECHIEF@WHITEWATERTOWNSHIP.ORG

March 2023 Monthly Report Fire Chief Brandon Flynn

Alarms: The fire department responded to 5 calls in March.

- 2 EMS
- Vehicle Crash
- Residential Fire
- Outdoor smoke investigation

YTD: 2023 = 24, 2022 = 27

Training: 4 training sessions were held in March.

- Monthly vehicle & SCBA maintenance
- Snowmobile Training
- Ice Rescue Training
- Wildland Equipment Preparation

Meetings/Other:

- Regional Training Center, March 2
- Fire Investigators, March 9
- Township Board Meeting, March 14
- County Chief's, March 15
- Budget Public Hearing, March 21
- LEPC, Cancelled
- 911 BOD, Cancelled

General:

The 4 main overhead doors at the fire station were serviced on March 3, 2023.

LaFontaine CDJR was contacted in regards to the Ram 5500 brush truck that is on order. It seems that an issue with a certain part has caused a delay in manufacturing with no delivery date given.



Committed to proudly serving the community with professionalism and integrity.

Work has begun on developing specifications for a new fire engine. Chief Flynn attended a meeting with CSI, Green Lake and Peninsula Townships at the Whitewater Township Fire Department to discuss these specifications and a cooperative purchase.

The Chief's F150 was sent in to Rhino Linings to have a bedliner applied on March 17.

Chief Flynn attended one day of a 3-day Fire Inspectors conference in Mt. Pleasant on March 22.

Pre-employment requirements for new hire Josh Morgan have been completed and he is ready to start pending board approval.

Chief Flynn has completed the NFPA Fire Plans Examiner certification and can now do plan reviews for Whitewater Township. A. Shaw & Associates, LLC will still be utilized for technical consultation.

Six older SCBA masks were donated to the Traverse City Fire Department Haz-Mat Team, attached is a thank you letter from Chief Tuller.

The City of Traverse City
Fire Department

500 West Front Street
Traverse City, Michigan 49684
(231) 922-4930



March 8, 2023

Whitewater Township Fire Department
Fire Chief Brandon Flynn
8380 Old M-72
PO Box 9
Williamsburg, MI 49690-9701

Dear Chief Flynn;

On behalf of the Traverse City Fire Department, we would like to extend our sincere gratitude for the six SCBA masks given to our department.

These masks will be split between our Hazmat 01 truck, and the Bay Area Tech Rescue trailer, and will be placed into use until such time that new cartridge filter adaptors and escape pack adaptors become available.

We appreciate your help, and if we can be of any assistance, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Chief Tuller'.

Chief Tuller
Traverse City Fire Department

Historical Society Report for February 2023 & March 2023

To: Whitewater Township Board Members

From: Luann Snider, Historical Society Director

Date: March 28, 2023

Meetings: Because of not having a quorum no meetings were held in February or March.

Public Inquiries: There were no Public Inquiries in February or March.

Scan/Catalog Documents: A few hours were spent meeting with Randy on February 7th going over the history on the Master Plan. Hours were spent looking up some information, typing out papers, and sorting through the H – J files.

New Documents/Items Received: No Documents or Items were received in February or March.

Williamsburg School Reunion: No new information to report about the School Reunions.

Other News: No other news at this time.

**Whitewater Township
Parks and Recreation Advisory Committee
Minutes for Regular Meeting
February 21, 2023**

Call to order 7:00 p.m.

Roll Call: Butler, Cosgrove, Melton, Voice, Hubbell

One present on Zoom

Set / Approve Agenda: Glenn requests removing NB c. (3) Capital Projects process. This did not to come through the Board. This is just for thoughts and context.

Melton would like to add an item to discuss the booklets with playground equipment as NB d (4).

Peninsula Township flyer add as NB e (5).

Declaration of Conflict of Interest: None

Public Comment: None

Approval of minutes:

MOTION by Butler, second by Cosgrove to approve January 9, 2023, meeting minutes.

Roll call vote: Butler-yes; Voice-yes; Cosgrove-yes; Melton-yes; Hubbell-yes. Motion carried.

Reports/Presentations/Announcements/Comments/Correspondence:

Peninsula Township flyer to be discussed as new business.

Glenn notes that the board has accepted the bid of Molon Excavating to move forward on the Park boat ramp, parking lot, entryway and boat wash, \$525,000+. The Tribe granted \$20,000 toward the boat wash. The project should be completed by the end of October.

Park Manager position has been posted.

PRAC noted appreciate for Don taking on the added work of working with the Park operations.

Unfinished Business:

1. BCNA tree removal – Will need to be brought forth to the Board from the PRAC as a project.

2. Lossie Trail wetland and improvements:

a. EGLE preconstruction walk through – discussion of the Budget and possible dollars available.

b. Landscape Architect walkdown

c. Subcommittee thoughts: to hone in on project details. Discussion ensued regarding organizing a volunteer group or list. It is a challenge to get a work bee type group. Subcommittee work is a way to break the projects up gathering details so no one person is doing all of the work.

Call for volunteers in the Spring Newsletter.

Change in ARPA funding motion wording. Do we need to request information from the Board to get moving on the projects? PRAC does not want to spend a lot of time and energy getting details together if the Board is just going to shut it down. Glenn feels the PRAC needs to bring the project scope(s) to the Board, details preferably, at least an outline and estimate of cost.

Lossie Trail is the “A” project since we have County ARPA funds (\$94,000) to work with.

Steve Lagerquist and Steve Largent are willing to work with us. Kevin, landscape architect, will help assess before EGLE walk through. Josh Crain is the EGLE contact.

3. Hi Pray Park requested Board approval to reopen playground. The inspector indicates that a second inspection is not necessary but she will do it in the spring. All items have been completed.

MOTION by Cosgrove, second by Hubbell to request that the board approve re-opening the Hi Pray Park playground. Roll call vote: Hubbell-yes; Butler-yes; Voice-yes; Cosgrove-yes; Melton-yes. Motion carried.

4. Lossie/BCNA trail signage – on hold

6. SPARKS grant for BCNA trail upgrades not successful on first round. The project will automatically move into the second round.

Get a different quote on the walking trail at Hi Pray for the SPARKS grant. Get it quoted several ways, the trail with and without lights, exercise pads and exercise equipment.

New Business:

1. New PRAC binders mostly assembled.

2. PRAC Bylaws review, update and discuss Annual Report. Changes made. Will be red lined and presented to the board for approval.

Consensus to send the Bylaws updates to the Board for approval.

3. ~~Capital Project Process – drafted by Don Glenn~~ removed the item

4. Look through the playground equipment books, adult exercise equipment keeping in mind ADA, long term maintenance and well-rounded body workouts.

5. Peninsular Township flyer discussed and highlighted the cooperation between multiple entities in the completion of the park project(s).

Next regular meeting: Tuesday, March 21, 2023, 7 p.m.

Public Comment: None

Adjournment: 9:30 p.m.

Respectfully submitted,
Lois MacLean
Recording Secretary



Ron Popp <supervisorwhitewater@gmail.com>

Fwd: Hi Pray

1 message

Vicki Beam <vickibeam@gmail.com>

Sat, Mar 25, 2023 at 12:39 PM

To: Don Glenn <trustee02@whitewatertownship.org>, Heidi Vollmuth <heidivourtrustee@gmail.com>, Ardella M Benak <treasurer@whitewatertownship.org>, Ron Popp <supervisorwhitewater@gmail.com>, "Cheryl A. Goss" <clerk@whitewatertownship.org>

I'm writing to ask who did the work at Hi Pray - who signed off on it - and why was it left this way? Who is responsible for accepting this work?

I'm embarrassed to say the least. We waited for how long to fix the issues at the park - we paid how much for such shoddy work.

I want my money back - or I want the work to be corrected and completed properly. A tripping hazard has actually been created.

I also sent this to the Parks group.

Sent from my iPhone

--



IMG_3260.JPG
199K



Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

January 2023

Corrected Copy 2/12/23

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	8	0	3	14	1	8	17
02 Blair	27	0	5	21	0	19	26
03 East Bay	15	0	2	31	2	18	33
04 Fife Lake	2	0	7	3	0	0	10
05 Garfield	62	0	9	78	13	64	87
06 Grant	1	0	1	2	1	1	3
07 Green Lake	21	0	1	10	1	15	11
08 Long Lake	1	0	2	14	1	2	16
09 Mayfield	3	0	0	13	0	2	13
10 Peninsula	2	1	0	7	1	1	8
11 Paradise	2	0	2	6	0	1	8
12 Union	0	0	0	1	0	0	1
13 Whitewater	1	0	0	3	0	0	3
29 Fife Lake Vlg	1	0	0	1	0	0	1
30 Kingsley Vlg	0	0	0	0	0	2	0
66 Traverse City	3	0	0	1	1	48	1
84 Out of County	0	0	0	0	0	2	0
Totals	149	1	32	205	21	183	238

Ticket stats are based on what District Court has entered as of 2/03/23.

Arrest stats are as of 2/02/23.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

February 2023

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	12	0	1	15	0	3	16
02 Blair	54	0	2	18	1	7	20
03 East Bay	15	0	5	21	2	13	26
04 Fife Lake	15	0	0	4	0	2	4
05 Garfield	89	0	4	60	10	50	64
06 Grant	1	0	0	1	0	0	1
07 Green Lake	17	0	2	11	1	4	13
08 Long Lake	2	0	3	13	0	2	16
09 Mayfield	7	0	4	2	0	2	6
10 Peninsula	7	0	5	4	0	1	9
11 Paradise	11	0	0	8	0	4	8
12 Union	0	0	0	4	0	0	4
13 Whitewater	18	0	2	8	2	3	10
29 Fife Lake Vlg	1	0	0	0	0	0	0
30 Kingsley Vlg	5	0	0	1	0	4	1
66 Traverse City	2	0	0	0	1	38	0
84 Out of County	0	0	0	0	0	10	0
Totals	256	0	28	170	17	143	198

Ticket stats are based on what District Court has entered as of 3/01/23.

Arrest stats are as of 3/01/23.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

March 2023

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	10	0	1	16	0	5	17
02 Blair	50	0	4	20	1	16	24
03 East Bay	18	0	6	20	3	14	26
04 Fife Lake	2	0	1	5	0	1	6
05 Garfield	63	0	7	61	10	64	68
06 Grant	1	0	0	7	0	1	7
07 Green Lake	11	0	3	10	0	7	13
08 Long Lake	0	0	1	8	0	0	9
09 Mayfield	3	0	1	4	0	0	5
10 Peninsula	2	0	1	5	0	0	6
11 Paradise	6	0	2	7	0	4	9
12 Union	3	0	1	3	0	0	4
13 Whitewater	4	0	3	5	0	1	8
29 Fife Lake Vlg	0	0	0	0	0	0	0
30 Kingsley Vlg	6	0	0	2	0	5	2
66 Traverse City	2	0	0	0	1	36	0
84 Out of County	0	0	0	0	0	10	0
Totals	181	0	31	173	15	164	204

Ticket stats are based on what District Court has entered as of 3/31/23.

Arrest stats are as of 4/02/23.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

First Quarter Totals January - March 2023

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	30	0	5	45	1	16	50
02 Blair	131	0	11	59	2	42	70
03 East Bay	48	0	13	72	7	45	85
04 Fife Lake	19	0	8	12	0	3	20
05 Garfield	214	0	20	199	33	178	219
06 Grant	3	0	1	10	1	2	11
07 Green Lake	49	0	6	31	2	26	37
08 Long Lake	3	0	6	35	1	4	41
09 Mayfield	13	0	5	19	0	4	24
10 Peninsula	11	1	6	16	1	2	23
11 Paradise	19	0	4	21	0	9	25
12 Union	3	0	1	8	0	0	9
13 Whitewater	23	0	5	16	2	4	21
29 Fife Lake Vlg	2	0	0	1	0	0	1
30 Kingsley Vlg	11	0	0	3	0	11	3
66 Traverse City	7	0	0	1	3	122	1
84 Out of County	0	0	0	0	0	22	0
Totals	586	1	91	548	53	490	640

Ticket stats are based on what District Court has entered as of 3/31/23.

Arrest stats are as of 4/02/23.

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Corrected Copy 2/12/23

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05 Garfield	62	0	9	78	13	64	87
06 Grant	1	0	1	2	1	1	3
07 Green Lake	21	0	1	10	1	15	11
08 Long Lake	1	0	2	14	1	2	16
09 Mayfield	3	0	0	13	0	2	13
10 Peninsula	2	1	0	7	1	1	8
11 Paradise	2	0	2	6	0	1	8
12 Union	0	0	0	1	0	0	1
13 Whitewater	1	0	0	3	0	0	3
29 Fife Lake Vlg	1	0	0	1	0	0	1
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05 Garfield	89	0	4	60	10	50	64
06 Grant	1	0	0	1	0	0	1
07 Green Lake	17	0	2	11	1	4	13
08 Long Lake	2	0	3	13	0	2	16
09 Mayfield	7	0	4	2	0	2	6
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11 Paradise	11	0	0	8	0	4	8
12 Union	0	0	0	4	0	0	4
13 Whitewater	18	0	2	8	2	3	10
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08 Long Lake	0	0	1	8	0	0	9
09 Mayfield	3	0	1	4	0	0	5
10 Peninsula	2	0	1	5	0	0	6
11 Paradise	6	0	2	7	0	4	9
12 Union	3	0	1	3	0	0	4
13 Whitewater	4	0	3	5	0	1	8
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06 Grant	3	0	1	10	1	2	11
07 Green Lake	49	0	6	31	2	26	37
08 Long Lake	3	0	6	35	1	4	41
09 Mayfield	13	0	5	19	0	4	24
10 Peninsula	11	1	6	16	1	2	23
11 Paradise	19	0	4	21	0	9	25
12 Union	3	0	1	8	0	0	9
13 Whitewater	23	0	5	16	2	4	21
29 Fife Lake Vlg	2	0	0	1	0	0	1
30 Kingsley Vlg	11	0	0	3	0	11	3
66 Traverse City	7	0	0	1	3	122	1
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Ticket stats are based on what District Court has entered as of 3/31/23.

Arrest stats are as of 4/02/23.



Ron Popp <supervisorwhitewater@gmail.com>

Board Meeting Public Comment Documentation

1 message

Frank Hymore <fhymore@sbcglobal.net>

Tue, Mar 21, 2023 at 12:43 AM

Reply-To: Frank Hymore <fhymore@sbcglobal.net>

To: Ron Popp <supervisorwhitewater@gmail.com>, Don Glenn <dglenn419@gmail.com>, "Cheryl A. Goss" <clerk@whitewatertownship.org>, Heidi Vollmuth <heidivourtrustee@gmail.com>, "Ardella M. Benak" <treasurer@whitewatertownship.org>

Board Members,

Again, I am sending you a copy of my public comments made during the March 14th Board Meeting. Since public comments are not documented anywhere and rebuttals are, it makes it difficult for the average reader. It's like reading one side of a conversation. A good example was illustrated in the February 21st special meeting minutes when the following statement was recorded.

"Benak corrected an alleged "fact" that was stated by Connie Hymore. The treasurer does not approve a land division; treasurer's involvement is to verify taxes are paid before approval, not to check the application."

The "fact" statement was:

"The Zoning Administrator, Assessor and Treasurer approved the Morrison Orchards land division application. As recorded on land division application"

Now you see both side of the story, and yes, she is part of the approval process.

Anyways, here's the copy of my comments for documentation and future reference.

I am very disappointed, to say the least, that a code violation of such great consequence, continues to go uncorrected in our Township, and it is nowhere to be found on the Township Board's agenda, not new business, not old business, nothing!

Was it resolved? Is that why I don't see it anywhere!

Did the Township Board send a deed restriction to Grand Traverse County designating the parcel as "not buildable" as the ordinance directs? Maybe that's why I don't see it.

How long should it take to correct a violation? Per the Townships Code Enforcement Policy and Procedures Manual, compliance should first be obtained through voluntary action. How long do you wait for a voluntary action? It has been almost 7 months since the violation was brought to the township's attention. The manual continues to note, that if voluntary compliance is not achieved, it should be turned over to the Grand Traverse County Sheriff's Department or legal counsel for further action through the Grand Traverse Circuit Court. Is this the next step or are the Ordinances going to be enforced by the Township?

Meanwhile, the developer continues to spend time & money on their plan, as mentioned in the Zoning Administrators notes, and when the Township enforces their Ordinances, the land cannot be issued a building permit. It is only fair to the developer that this enforcement is done expeditiously, so further losses are not incurred.

Thank you,
Frank Hymore

DRAFT MINUTES**Whitewater Township Board
Minutes of Special Meeting held March 8, 2023****Call to Order**

Supervisor Popp called the meeting to order at 9:00 a.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Board Members

Board Members present in person: Clerk Goss, Treasurer Benak, Popp, Trustee Glenn, Trustee Vollmuth

Board Members absent: None

Others present in person: Fire Chief Brandon Flynn, Zoom Facilitator Lois MacLean

Others present via Zoom: 3

Set/Adjust Meeting Agenda

Benak provided a memo regarding cloud-based managed services for budget discussion.

Declaration of Conflict of Interest

None

Public Comment

Public comment began at 9:03 a.m.

Heidi Vollmuth

Melissa Melton

Connie Hymore

Public comment ended at 9:09 a.m.

Agenda Items as Listed in Special Meeting Notice**GENERAL FUND AND ALL OTHER FUNDS**

The entire budget document was reviewed and revisions were made.

Other specific topics included:

- Regarding Zoom facilitator, Benak, Goss, and Glenn support keeping the status quo.
- Benak will download the MTA document for auditor RFP and get it to everyone. It will be included on the March agenda.
- Elected official raises were discussed.

At 10:50 a.m., the meeting recessed.

At 10:57 a.m., the meeting reconvened.

- Alternate language for salary resolutions was created.
- Cost of managed services will be allocated to departments individually or to township board.

DRAFT MINUTES

At 1:30 p.m., the clerk left the meeting room.

At 1:42 p.m., the clerk returned to the meeting room. Vollmuth was absent for the remainder of the meeting.

- Paying board reps to commissions, etc., the same rate as they get when they attend board meetings.

Board Comments/Discussion

Benak noted newsletter articles should be turned in by Friday, Monday morning at the latest.

Brief discussion of “movie night” for the planning commission and lack of orientation for new board/commission/committee members.

Public Comment

None

Adjournment

Motion by Goss to adjourn; second by Benak. Roll call vote: Benak, yes; Glenn, yes; Goss, yes; Popp, no; Vollmuth, absent.

Meeting adjourned at 5:48 p.m.

Cheryl A. Goss
Whitewater Township Clerk

DRAFT MINUTES**Whitewater Township Board
Minutes of Regular Meeting held March 14, 2023****Call to Order/Pledge of Allegiance**

Supervisor Popp called the meeting to order at 9:00 a.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 in person: Clerk Goss, Trustee Vollmuth, Trustee Glenn, Popp

Board Members absent: Treasurer Benak

Others present in person: Fire Chief Brandon Flynn, County Commissioner Darryl Nelson, Grand Traverse County Road Commission Managing Director Brad Kluczynski, Planner Randy Mielnik, Zoom Facilitator Lois MacLean, and 5 others

Others present via Zoom: Six

Set/Adjust Meeting Agenda

Popp made the following agenda changes:

1. Move Deputy Supervisor Appointment to Reports/Presentations #7.
2. Move New Business # 13 Planning Commission Recommendation to Reports/Presentations #6.
3. Move New Business #9 Approve Advertising Banners at Hi Pray Park Ball Diamond to New Business #1.
4. Add Discussion of Salary Resolutions as New Business #13.

Declaration of Conflict of Interest

None

Public Comment

Public comment began at 9:05 a.m.

Connie Hymore

Frank Hymore

Rachel Steelman

Vicki Beam

Lois MacLean

Denise Peltonen

Heidi Vollmuth

Popp read an e-mail from Kim Elliott.

Public comment ended at 9:22 a.m.

Public Hearing - Amendment 1 to Ordinance No. 53 Floodplain Management

Public hearing was opened at 9:23 a.m.

Public hearing notice was published in the Traverse City Record-Eagle on 02/26/2023, as well as displayed at the township hall.

Written comments: None received.

In-person comments: None

DRAFT MINUTES

Public hearing closed at 9:27 a.m.

Reports/Presentations/Announcements/Comments**County Commissioner Report**

Darryl Nelson gave the following report:

- Thanked the township board for doing this job; keep up the good work.
- Went to NACo convention in February in Washington DC to talk about broadband, talked about goals of MIHI and the feds. Broadband is an issue he is going to try to work on in the next year or two.
- BATA board voted in February to increase their membership by two. Bylaw change would make one-third of BATA board people who are not answerable to any elected official and was done without the proper 10-day notice. Yesterday, a 60-day moratorium was put in place to give the parties a chance to talk. The change has been undone.

Fire Department Report

Brandon Flynn gave the following report:

- A 2% grant in the amount of \$4,300 was received from the Grand Traverse Band to replace outdated extrication equipment. Apollo was able to keep the price, even with a 5-month-old quote.
- VASA race was cancelled through Whitewater Township.
- Low snow pack. DNR update tomorrow re: predicting fire season.
- Update on brush truck: They have stopped production on the RAM 5500s because of an issue with a vendor part.
- Changes to his monthly report include that emergency calls are now alarms and addition of a year to date.

Planning Commission Report

Heidi Vollmuth gave the following report:

- Announced movie night, handed out fliers. Training is important.

Parks & Recreation Advisory Committee Report

Don Glenn gave the following report:

- Memo in packet regarding Hi Pray Park Playground opening. Work has been completed.
- PRAC chairperson Melton has created a google spreadsheet of projects.
- Document placed in PRAC packet in error regarding structure of projects, not a board-approved document.

Grand Traverse County Road Commission

Brad Kluczynski gave the following report:

- Will be out to see Whitewater Township every quarter.
- Gave a general update of what has been happening at the road commission, where they have scheduled MTF funds and millage projects. There is a GIS map on their website showing road projects, road closures, etc.
- Whitewater has 4.7 miles of state trunk line (M-72), 15.8 miles of primary, 3.25 miles of through locals that they are now taking care of, 36 miles of standard local road, 3.32 miles in subdivisions, 17.7 miles of seasonal roads.

DRAFT MINUTES

- Explained the new township cost-sharing program. They can help the township develop a true asset management plan.
- A new Help Me button on their website to enter any condition that is a road commission responsibility, i.e., report potholes, dead deer, tree down, etc. Photos can be added. This is for citizens.
- They have automated vehicle location systems for their trucks; will be available to the public next year.
- He offered presentations and trainings for anybody.
- They are now officially an MPO, metropolitan planning organization. Whitewater Township will be part of the discussions. The MPO standing allows more flexibility with where money comes from, i.e., more grants, more corridor money.
- Regarding Hammond Bridge, they have completed the second phase of the study and are on the verge of submitting for the NEPA clearance. Location of connection to U.S. 31 has not been determined.

A few questions were directed to Kluczynski.

PLANNING COMMISSION RECOMMENDATIONS (moved up)

Planner Randy Mielnik is present. He is currently under contract to help with the master plan and ordinance amendments. He explained various issues with the zoning ordinance.

Recommended steps forward are to put a halt on future amendments (except for Article 28) until the ordinance is in proper form and avoid substantive changes until after the master plan is done, keep it content neutral. An estimated cost and time frame were provided.

Discussion centered on the Municode unedited rough draft, Municode agreement, special meeting once documents are organized.

APPOINT DEPUTY SUPERVISOR (moved up)

Tim Arends is present.

Motion by Popp to appoint Tim Arends as Whitewater Township Deputy Supervisor on an ongoing basis; second by Glenn.

Goss noted the board has no authority to appoint a deputy supervisor.

Roll call vote: Vollmuth, yes; Benak, absent; Popp, yes; Glenn, yes; Goss declined to vote due to no authority. Motion carried.

Motion by Popp to enter Tim Arends into the payroll system with a beginning date of 03/20/2023 at a rate \$21.63 per hour and to make available to him all employee benefits currently offered by the township policy; second by Glenn.

Roll call vote: Goss, no; Vollmuth, yes; Glenn, yes; Popp, yes; Benak, absent. Motion carried.

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Motion by Popp to request the clerk's office to provide Mr. Arends with a copy of the most recent Whitewater Township Personnel Policy Manual and to create a personnel file for Tim consisting of documents outlined in Whitewater Township Policy & Procedure Manual specifically Section 3.3(a)(1), (2), (8), (12), (13), (14), (15), (17), and (21) consistent with other appointed officials; second by Vollmuth.

Brief discussion was undertaken.

Roll call vote: Benak, absent; Glenn, yes; Goss, yes; Vollmuth, yes; Popp, yes. Motion carried.

APPROVE ADVERTISING BANNERS AT HI PRAY PARK BALL DIAMOND (moved originally to New Business #1, then to Reports/Presentations #8)

Amber Voice is present.

Motion by Popp to approve Elk Rapids Youth Baseball Association's request to install no more than 20 (twenty) 5' x 3' advertising banners at Hi Pray Park for the 2023 baseball season; second by Vollmuth.

Roll call vote: Popp, yes; Goss, yes; Vollmuth, yes; Benak, absent; Glenn, yes. Motion carried.

Voice asked if they can put diamond dust on the field.

There was general agreement with that procedure.

Consent Calendar

Receive and File

1. Supervisor's Report for February 2023
2. Clerk's Report for February 2023 (not available)
3. Treasurer Report for February 2023 (not available)
4. Trustee Vollmuth's February 2023 Report
5. Trustee Glenn's February 2023 Report
6. Zoning Administrator's Report for February 2023
7. Mobile Medical Response February 2023 Activity Reports
8. Fire Department February 2023 Report
9. Planning Commission February 2023 Report (not available)
10. Historical Society February 2023 Report (not available)
11. Approved 01/04/2023 Planning Commission Minutes
12. Approved 01/09/2023 Parks & Recreation Advisory Committee Minutes

Correspondence

1. Kim Elliott Request to Read Public Comment
2. Grand Traverse County Sheriff Statistics

DRAFT MINUTES**Minutes for Approval**

1. Draft 01/31/2023 special meeting minutes
2. Draft 02/09/2023 special meeting minutes
3. Draft 02/14/2023 regular meeting minutes
4. Draft 02/16/2023 special meeting minutes
5. **Draft 01/31/2023 closed session minutes (added)**
6. **Draft 02/21/2023 special meeting minutes (added)**
7. **Draft 02/21/2023 closed session minutes (added)**
8. **Draft 02/22/2023 special meeting minutes (added)**

Bills for Approval

Alden State Bank voucher #s 48779 through 48875 (added)

Budget Amendments (none)

Revenue & Expenditure Report dated 02/09/2023 (Revenue 12/31/22 – Expenditures 01/31/23 (added)

Motion by Goss to approve Consent Calendar items; second by Vollmuth.

Goss will send the Bills for Approval two Tuesdays before the regular meeting if accounts payable is done; otherwise, it will be sent on Wednesday.

Roll call vote: Glenn, yes; Popp, yes; Benak, absent; Goss, yes; Vollmuth, yes. Motion carried.

Unfinished Business**BUSINESS ITEM FROM 0/10/2023 – MINUTES**

Motion by Popp for the clerk to post regular, special, revised regular, and revised special meeting notices of all public bodies operating in Whitewater Township to the township hall upcoming meeting and hearing bulletin board, outdoor kiosk, and website following guidance from the Whitewater Township Board of Trustees and in accordance with MCL 15.264 Section 4 and Section 9 of the Michigan Open Meeting Act; second by Glenn.

Roll call vote: Benak, absent; Vollmuth, yes; Popp, yes; Glenn, yes. Goss, yes. Motion carried.

Motion by Popp for the clerk to post all proposed minutes for the township board to the township hall upcoming meeting and hearing bulletin board and website within 8 business days of the meeting to which they refer following guidance from the Whitewater Township Board of Trustees and in accordance with MCL 15.264 Section 4 and Section 9 of the Michigan Open Meeting Act; second by Vollmuth.

Roll call vote: Popp, yes; Benak, absent; Vollmuth, yes; Goss, yes; Glenn, yes. Motion carried.

DRAFT MINUTES

Motion for the clerk to post all approved minutes for the township board to the township hall upcoming meeting and hearing bulletin board and website within 5 business days after the meeting at which the minutes are approved by the public body following guidance from the Whitewater Township Board of Trustees and in accordance with MCL 15.264 Section 4 and Section 9 of the Michigan Open Meeting Act; second by Vollmuth.

Roll call vote: Vollmuth, yes; Goss, no; Glenn, yes; Benak, absent; Popp, yes. Motion carried.

STATUS UPDATE ON CREDIT CARD FOR TOWNSHIP PURPOSES

Motion by Popp, in addition to the clerk and treasurer offices, provide physical credit card information to the following members of the township board, supervisor's office and the board liaison to the Park & Recreation Advisory Committee who is assisting the board with opening the various venues for the 2023 tourist season.

Goss noted she and/or Benak will provide credit card information to all board members. Goss further noted she will not be ordering for any other departments.

Popp wants all board members to have their own credit cards.

The motion and second were withdrawn.

Motion by Popp for all board members to have a township credit card issued to them due to clerk no longer providing centralized purchasing services; second by Vollmuth.

Roll call vote: Goss, yes; Glenn, yes; Benak, absent; Popp, yes; Vollmuth, yes. Motion carried.

Motion by Popp that Fire Chief Brandon Flynn receive a township credit card for official business uses; second by Glenn.

Roll call vote: Glenn, yes; Popp, yes; Goss, yes; Vollmuth, yes; Benak, absent. Motion carried.

SCHEDULE NEXT BUDGET SESSION

No additional budget work sessions were scheduled.

New Business

APPOINT DEPUTY SUPERVISOR (moved to Reports/Presentations #7)

See page 4073.

APPROVE ADVERTISING BANNERS AT HI PRAY PARK BALL DIAMOND (moved originally to New Business #1, then to Reports/Presentations #8)

See page 4074.

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At 12:05 p.m., the meeting recessed.

At 12:26 p.m., the meeting reconvened.

**REVIEW/ADOPT AMENDMENT NO. 1 TO GENERAL ORDINANCE NO. 53
FLOODPLAIN ORDINANCE**

Motion by Goss to adopt Amendment No. 1 to General Ordinance No. 53 Floodplain Ordinance; second by Popp.

Roll call vote: Vollmuth, yes; Benak, absent; Popp, yes; Glenn, yes; Goss, yes. Motion carried.

REVIEW/ADOPT RESOLUTION #23-03 ELK RAPIDS SCHOOLS TAX COLLECTION

Motion by Goss to adopt Resolution #23-03; second by Vollmuth.

Roll call vote: Goss, yes; Vollmuth, yes; Glenn, yes; Popp, yes; Benak, absent. Motion carried.

**REVIEW/ADOPT RESOLUTION #23-04 TRAVERSE CITY AREA PUBLIC
SCHOOLS/NORTHWEST EDUCATION SERVICES TAX COLLECTION**

Motion by Goss to adopt Resolution #23-04 Traverse City Area Public Schools and Northwest Education Services tax collection; second by Glenn.

Roll call vote: Benak, absent; Glenn, yes; Goss, yes; Vollmuth, yes; Popp, yes. Motion carried.

FIRE MILLAGE INCREASE DISCUSSION

Motion by Popp to increase the fire special assessment district by 0.5 mills to facilitate the purchase of a replacement fire engine; second by Vollmuth.

After discussion, there was consensus that the board has done enough outreach, talked about it for multiple years, and now it is for the board to act upon.

The motion and second were withdrawn.

PROPOSED WHITEWATER TOWNSHIP POLICY & PROCEDURE SECTION 6.0

Motion by Popp requesting the clerk's office to provide the most recent Word format files of the policy and procedure manual or sections thereof, with appendices, by 04/15/2023 to the supervisor's office; second by Glenn.

After discussion, ***the motion was withdrawn.***

Motion by Popp to request the clerk's office to provide the most recent Word format file of Appendix I by 04/15/2023 to the supervisor's office; second by Vollmuth.

The motion and second were withdrawn.

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Motion by Popp to request the clerk's office to provide the most recent Word format of Appendix I and/or all electronic version of all documents referenced by Resolution 20-12 to the supervisor's office by 04/15/2023; second by Vollmuth.

Roll call vote: Glenn, yes; Popp, yes; Benak, absent; Goss, yes; Vollmuth, yes. Motion carried.

PARKS & RECREATION ADVISORY COMMITTEE REQUEST TO DECLARE HI PRAY PARK PLAYGROUND OPEN

Motion by Glenn based on the Parks & Recreation Advisory Committee's action taken to approve unanimously a motion at their regular meeting 02/21/2023, attesting to the fact that all necessary repairs to the Hi Pray Park Playground have been completed, the board of trustees has approved the reopening of the playground and the associated "playground closed" signage be removed effective immediately; second by Vollmuth.

Popp volunteered to take down the signs.

Roll call vote: Benak, absent; Vollmuth, yes; Popp, yes; Glenn, yes; Goss, yes. Motion carried.

CAMPING PARK QUESTION & ANSWER

Questions were posed and answered.

APPROVE ADVERTISING BANNERS AT HI PRAY PARK BALL DIAMOND (moved originally to New Business #1, then to Reports/Presentations #8)

See page 4074.

REMOVED/RELOCATED WEBSITE INFORMATION

Goss noted she removed the land division ordinance from the website and that the ordinance is at the attorney's office.

Vollmuth will bring this back at a later date.

PLANNING COMMISSION REQUEST FOR TRAINING MATERIALS – PAPERWORK ISSUES

Vollmuth will get a purchase order for planning commission books and will have the township billed.

Motion by Popp requesting the clerk to issue a purchase order for 6 copies of the MTA publication Authorities and Responsibilities of Michigan Townships for the planning commission members at a cost not to exceed \$500 including shipping; second by Vollmuth.

Roll call vote: Popp, yes; Benak, absent; Vollmuth, yes; Goss, no; Glenn, yes. Motion carried.

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Motion by Popp requesting the clerk's office to modify the planning commission members' personnel folder or file to reflect the transfer of township assets as required in Whitewater Township Policy & Procedure Manual Section 3.3(a)12; second by Vollmuth.

Discussion followed.

The motion and second were withdrawn.

PLANNING COMMISSION REQUEST - ZONING ORDINANCE AMENDMENT NO. 86

Motion by Goss to adopt Zoning Ordinance Amendment No. 86; second by Vollmuth.

Roll call vote: Goss, yes; Glenn, yes; Benak, absent; Popp, yes; Vollmuth, yes. Motion carried.

PLANNING COMMISSION RECOMMENDATIONS (moved to Reports/Presentations #6)

See page 4073.

Goss will provide the executed Municode agreement to Popp.

There will be a future special meeting on this topic.

DISCUSSION OF SALARY RESOLUTIONS (added)

There was consensus to bring this back on 3/21.

Tabled Items

None

Board Comments/Discussion

Goss expressed disappointment that the park ranger resumés were not reviewed at this meeting and interviewees selected.

A special meeting will be set to review the park manager resumés and choose interviewees on 3/22 at 9:00 a.m.

Glenn asked about early voting and the possibility of combining of voting jurisdictions.

Goss noted those discussions are taking place; no decisions yet.

Vollmuth requested a copy of the tribe's boat launch grant.

Announcements

Next meeting is 03/21/2023.

Public Comment

Public comment began at 2:59 p.m.

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Connie Hymore
Linda Slopsema

Public comment ended at 3:04 p.m.

Adjournment

Motion by Vollmuth to adjourn; second by Popp. Roll call vote: Glenn, yes; Popp, yes; Goss, yes; Vollmuth, yes; Benak, absent.

Meeting adjourned at 3:05 p.m.

Cheryl A. Goss
Whitewater Township Clerk

DRAFT MINUTES**Whitewater Township Board
Minutes of Special Meeting held March 21, 2023****Call to Order**

Supervisor Popp called the meeting to order at 9:00 a.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Board Members

Board Members present in person: Clerk Goss, Trustee Glenn, Trustee Vollmuth, Popp

Board Members absent: Treasurer Benak

Others present in person: Fire Chief Brandon Flynn, Zoom Facilitator Lois MacLean, and 2 others

Others present via Zoom: Six

Set/Adjust Meeting Agenda

There were no adjustments.

Declaration of Conflict of Interest

None

Public Comment

Public comment began at 9:01 a.m.

Denise Peltonen

Lois MacLean

Terese Hooper

Linda Slopsema

Vicki Beam

Connie Hymore

Popp read an e-mail from Frank Hymore, and then gave his own public comment.

Heidi Vollmuth

Public comment ended at 9:33 a.m.

Agenda Items as Listed in Special Meeting Notice**PUBLIC HEARING - 2023/2024 FIRE SPECIAL ASSESSMENT DISTRICT BUDGET**

Public hearing was opened at 9:40 a.m. A sign-in sheet was provided.

Legal notice of the budget public hearing was published in the Traverse City Record-Eagle on 03/05/2023, in the Elk Rapids News on 03/09/2023, and at the township hall.

Written comments were as follows:

1. 03/19/2023 e-mail from Rod Rebant – (read by Goss): Detailed data appreciated, transfer of unused funds makes good sense, comments on wage increases, park fund capital funding huge ask for community, recommend professional services be

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blended/simplified, adopt policy for documentation for 10% or higher increases/decreases, keep up improvements/transparency.

2. 03/20/2023 e-mail from Linda Slopsema – (read by Goss): Salary resolution and additional activities compensation concerns, county problems with this sort of policy, budget does not comprehend these additional costs, could amount to \$100,000 or more per year, develop and define policy to drive accountability and prevent abuse, not allow board members to resign from current duties, board action on new initiatives, last year spending drained reserve funds by \$550,000, no improvements, will force residents to pay additional 0.5 mill for fire, plan to drain \$1.6 million in reserves, three tables in email, work on cost savings, revenue generation, prioritize projects, prevent waste of resources.

In-person comments were as follows:

- Linda Slopsema: Regarding fire fund, instead of tax increase, use reserve funds.

The property tax millage rate proposed to be levied to support the proposed Fire Special Assessment District budget is 1.5000 mills.

Estimated revenues \$409,500, estimated expenditures \$408,250.

Public hearing was closed at 9:51 a.m.

PUBLIC HEARING - 2023/2024 AMBULANCE MILLAGE BUDGET

Public hearing opened at 9:52 a.m. A sign-in sheet was provided.

Legal notice of the budget public hearing was published in the Traverse City Record-Eagle on 03/05/2023, in the Elk Rapids News on 03/09/2023, and at the township hall.

Written comments were received from:

1. 03/19/2023 e-mail from Rod Rebant (same as above)
2. 03/20/2023 e-mail from Linda Slopsema (same as above)

There were no in-person or zoom public comments.

The property tax millage rate proposed to be levied to support the proposed Ambulance Millage Budget is 1.5000 mills, as reduced by MCL 211.34d.

Estimated revenues \$383,600, estimated expenditures \$315,050.

Public hearing was closed at 9:56 a.m.

PUBLIC HEARING – 2023/2024 GENERAL FUND BUDGET AND ALL OTHER TOWNSHIP BUDGETS

Public hearing opened at 9:58 a.m. A sign-in sheet was provided.

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Legal notice of the budget public hearing was published in the Traverse City Record-Eagle on 03/05/2023, in the Elk Rapids News on 03/09/2023, and at the township hall.

Written comments were received from:

1. 03/19/2023 e-mail from Rod Rebant (same as above)
2. 03/20/2023 e-mail from Linda Slopsema (same as above)

There were no in-person or zoom public comments.

The property tax millage rate proposed to be levied to support the proposed General Fund Budget and all other Township Budgets is 1.0000 mills, as reduced by MCL 211.34d.

Estimated revenues General Fund \$623,273, estimated expenditures General Fund \$1,526,670.

Estimated revenues Road Fund \$44,530, estimated expenditures Road Fund \$48,000.

Estimated revenues Road Repair/Replacement Fund \$500, estimated expenditures Road Repair/Replacement Fund \$400,000.

Estimated revenues Park Fund \$1,039,034, estimated expenditures Park Fund \$1,083,951.

Estimated revenues Recreation Fund \$221,052, estimated expenditures Recreation Fund \$239,332.

Estimated revenues Ambulance Replacement Fund \$0, estimated expenditures Ambulance Replacement Fund \$0.

Estimated revenues Federal Fund \$50, estimated expenditures Federal Fund \$295,479.

Estimated revenues Public Improvement Fund \$75,200, estimated expenditures Public Improvement Fund \$75,000.

Estimated revenues Fire Capital Improvement Fund \$324,273, estimated expenditures Fire Capital Improvement Fund \$308,500.

There were no in-person or zoom comments.

Written comments were received from:

1. 03/19/2023 e-mail from Rod Rebant (same as above)
2. 03/20/2023 e-mail from Linda Slopsema (same as above)

Public hearing was closed at 10:07 a.m.

Changes to the proposed budget document were as follows:

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- Resident Outreach Subcommittee will be added to the Salary/Wage Schedule, members \$75/meeting, chairperson \$120/meeting, recording secretary \$53/hour.
- Planning commission line items were increased as follows for a DIY master plan survey: Add \$3,000 to 101-400-702, add \$1,000 to 101-400-728, add \$2,000 to 101-400-804, add \$1,000 each to 101-400-901 and 101-400-902. No additional money will be added for facility expense.
- Municode, North Place Planning, organization of ordinances. Thus far, \$7,170 has been paid to Municode under 101-101-804. \$6,500 will be added to 101-101-804 for completion of recodification of the general and zoning ordinances, but it may not necessarily be paid to Municode.
- 101-171-727 will be increased to \$1,500 to allow for the purchase of a laptop, software, and associated equipment for the deputy supervisor.
- 208-756-727 will be increased to \$3,000 to allow for the purchase of a laptop, software, and associated equipment for the park manager.
- 101-000-402 will be increased to \$154,738 to reflect the increase in taxable value after March Board of Review (\$274,164,416 taxable value x estimated 0.5644 mills).
- 101-209-727 will be increased to \$700.
- The proposed \$75,000 transfer from the General Fund to the Public Improvement Fund will not be made.
- \$7,000 will be added to 208-756-956 to allow for the cost of a rental trailer for a temporary ranger station and utility connections.

At 12:02 p.m., the meeting recessed.

At 12:18 p.m., the meeting reconvened.

- 206-000-402 will be increased to \$411,247 based on the March Board of Review taxable value of \$274,164,416 x 1.5 mills.
- 210-000-402 will be increased to \$393,536 based on the March Board of Review taxable value of \$274,164,416 x 1.4354 mills.
- In the Federal Fund, 285-966-999 has been changed from \$295,471 to \$295,479 due to previous board action on the checks to Cherry Capital Connection and 186networks.
- 285-966-999 will be reduced by \$121,148 due to the ability to write checks to both broadband providers directly from this fund, leaving \$174,331 in this line item.
- Line item 285-000-970 will be added for the purpose of the checks to the broadband providers. The detail for 970 will show half of the funds going to Cherry Capital Connection and half to 186networks.
- 401-000-699 will go from \$75,000 to \$0 consistent with the earlier decision to not transfer \$75,000 from the General Fund to the Public Improvement Fund.
- 206-966-999 will increase to \$137,082 based on the increase in taxable value which the fire special assessment district levy is calculated on.
- 406-000-699 will increase to \$330,155 after correcting the amount to be transferred from the Fire Fund to \$137,082.

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Goss explained the Projected Change in Fund Balances document.

FISCAL YEAR 2022/2023 BUDGET AMENDMENTS

Goss revised the proposed Recreation Fund budget amendment to add \$110 to 703 and subtract \$110 from 930.

Motion by Goss to approve the 2022/2023 fiscal year budget amendments as revised; second by Glenn.

Roll call vote: Vollmuth, yes; Benak, absent; Popp, yes; Glenn, yes; Goss, yes. Motion carried.

RESOLUTION #23-05 SALARY FOR SUPERVISOR 2023/2024

Motion by Popp to approve Resolution #23-05 Salary for Supervisor 2023/2024; second by Vollmuth.

Discussion followed.

The packet resolution will be revised as follows:

- The first Whereas will remain.
- After the first Whereas, insert the following language as the second Whereas: Whereas, in addition to statutory duties, the Whitewater Township Administrative Policy & Procedure Manual and township ordinance assign various duties to the office of township supervisor, hereinafter duties, for which a base salary has been calculated;
- The original second Whereas will become the third Whereas.
- Delete the original third Whereas, which refers to additional compensation.

Popp added “as amended 03/21/2023 at 2:04 p.m.” to his motion.

Vollmuth re-seconded the motion.

Roll call vote: Goss, yes, under duress and coercion; Vollmuth, yes; Glenn, yes; Popp, yes; Benak, absent. Motion carried.

A true and complete copy of said resolution is filed with the minutes.

RESOLUTION #23-06 SALARY FOR CLERK 2023/2024

Motion by Glenn to amend Resolution #23-06 as presented in the packet, Salary for Clerk 2023/2024, Whitewater Township, Grand Traverse County, Whereas, pursuant to MCLA 41.95(3), which provides that in a township which does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and Whereas, in addition to statutory duties, the Whitewater Township Administrative Policy & Procedure Manual and township ordinance assign various duties to the office of township clerk, hereinafter duties, for which a base annual salary has been calculated; Whereas, the township board deems that an adjustment in the base salary of the office of clerk is warranted

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for statutory responsibilities and duties as described above; Now, Therefore, Be It Resolved that as of April 1, 2023, the yearly base salary of the township clerk shall be \$30,645; second by Vollmuth.

Roll call vote: Benak, absent; Glenn, yes; Goss, yes, under duress and coercion; Vollmuth, no; Popp, no. Motion failed.

Discussion followed.

Popp asked for reconsideration of Glenn's motion.

Glenn said he would make the same motion.

Vollmuth re-seconded the same motion.

Roll call vote: Popp, yes; Goss, yes, under duress and coercion; Vollmuth, no; Benak, absent; Glenn, yes. Motion carried.

A true and complete copy of said resolution is filed with the minutes.

RESOLUTION #23-07 SALARY FOR TREASURER 2023/2024

Vollmuth read the following verbiage: Proposed Resolution #23-06 (sic), Salary for Treasurer 2023/2024, Whitewater Township, Grand Traverse County, Whereas, pursuant to MCLA 41.95(3), which provides that in a township which does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and Whereas, in addition to statutory duties, the Whitewater Township Administrative Policy & Procedure Manual and township ordinance assign various duties to the office of township treasurer, hereinafter duties, for which a base annual salary has been calculated; Whereas, the township board deems that an adjustment in the base salary of the office of treasurer is warranted for statutory responsibilities and duties as described above; Now, Therefore, Be It Resolved that as of April 1, 2023, the yearly base salary of the township treasurer shall be \$30,068; *motion by Vollmuth to adopt the foregoing resolution; second by Glenn.*

Vollmuth corrected the resolution number to 23-07.

Glenn seconded the change.

Roll call vote: Glenn, yes; Popp, yes; Benak, absent; Goss, yes, under duress and coercion; Vollmuth, yes. Motion carried.

A true and complete copy of said resolution is filed with the minutes.

RESOLUTION #23-08 SALARY FOR TRUSTEES 2023/2024

Motion by Popp to adopt Resolution #23-08 Salary for Trustees 2023/2024; second by Glenn.

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Discussion followed.

Roll call vote: Benak, absent; Vollmuth, yes; Popp, yes; Glenn, yes; Goss, yes. Motion carried.

A true and complete copy of said resolution is filed with the minutes.

RESOLUTION #23-09 GENERAL APPROPRIATIONS ACT 2023/2024

Motion by Popp to adopt Resolution #23-09 as presented; second by Glenn.

Section 13 of Resolution #23-09 will be amended as follows: The fiscal officer shall transmit to the board at the end of each month a report of financial operations, in accordance with Whitewater Township Policy & Procedure Manual Section 4.5.

Popp changed his motion to say “as amended.”

Glenn seconded the change.

Roll call vote: Popp, yes; Benak, absent; Vollmuth, yes; Goss, yes; Glenn, yes. Motion carried.

A true and complete copy of said resolution is filed with the minutes.

GRADED WAGE SCALE 2023/2024

Motion by Popp to approve the Graded Wage Scale 2023/2024 as presented in the packet; second by Goss.

Roll call vote: Vollmuth, no; Goss, yes; Glenn, yes; Benak, absent; Popp, yes. Motion carried.

SALARY/WAGE SCHEDULE 2023/2024

Motion by Popp to adopt the Salary/Wage Schedule 2023/2024 as amended; seconded by Vollmuth.

Roll call vote: Goss, yes; Glenn, yes; Benak, absent; Popp, yes; Vollmuth, yes. Motion carried.

Board Comments/Discussion

Length of tomorrow’s meeting, addition to tomorrow’s meeting, and publication of Amendment 1 to Ordinance 53 was discussed.

The meeting will recess to allow Goss to re-post the notice for tomorrow’s meeting.

At 2:43 p.m., the meeting recessed.

At 2:53 p.m., the meeting reconvened.

DRAFT MINUTES**Public Comment**

Public comment began at 2:56 p.m.

Karin Boyd
Connie Hymore

Public comment ended at 2:58 p.m.

Adjournment

Motion by Glenn to adjourn; second by Vollmuth. Roll call vote: Glenn, yes; Popp, yes; Goss, yes; Vollmuth, yes; Benak, absent.

Meeting adjourned at 2:59 p.m.

Cheryl A. Goss
Whitewater Township Clerk

DRAFT MINUTES**Whitewater Township Board
Minutes of Special Meeting held March 22, 2023****Call to Order**

Supervisor Popp called the meeting to order at 9:00 a.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Board Members

Board Members present in person: Clerk Goss, Trustee Glenn, Trustee Vollmuth, Popp

Board Members absent: Treasurer Benak

Others present in person: Zoom Facilitator Lois MacLean and 1 other

Others present via Zoom: Six

Set/Adjust Meeting Agenda

There were no adjustments.

Declaration of Conflict of Interest

None

Public Comment

Public comment began at 9:01 a.m.

Terese Hooper
Shannon Smith
Vicki Beam

Public comment ended at 9:05 a.m.

Agenda Items as Listed in Special Meeting Notice**REVIEW PARK MANAGER RÉSUMÉS/CHOOSE INTERVIEWEES**

Glenn wishes to interview Butler, Hamilton, Bloomquist, and Miller.

Goss wishes to interview Belanger, Deets, and Graber.

Vollmuth wishes to interview Graber, Hamilton, and Bloomquist.

Popp wishes to interview Butler, Bloomquist, and Gehman.

Popp inquired if the list should be streamlined by the number of people who selected each individual candidate.

Goss responded that past practice has been to accommodate all board members' choices.

See continuation of this agenda item below.

DRAFT MINUTES**9:15 A.M. CALL FROM NETLINK TO PROVIDE UPDATE ON GMAIL ISSUES**

Bill and Kelly from Netlink are present via speakerphone.

They wrote an executive summary and e-mailed it yesterday.

Lengthy explanation and discussion of the issues ensued.

They recommend moving away from Spectrum hosting email and having Microsoft 365 host the e-mail. There is no foreseeable way to repair the way that Spectrum is hosting e-mail through a third party and DNS host delays with changes. First recommended step is to change the township's DNS host, which will allow immediate access to DNS records. They usually use Network Solutions or GoDaddy. They have an administrative login so they can login and do the DNS change.

They recommend not using Gmail accounts and only use .org addresses.

They will look into who the administrative and technical contacts are at Name Secure.

Number 1 could be a 2- to 6-hour project.

They have done transitions from the current domain to the .gov.

They will provide an accurate figure later this morning regarding the cost of moving the DNS to another company.

Number 4 through 7 is all kind of one project. That can be a 20- to 30-hour project depending on size of e-mail boxes, number of e-mail boxes.

They provided other details of what they will do.

At 10:11 a.m., the call ended.

Discussion followed.

REVIEW PARK MANAGER RESUMES/CHOOSE INTERVIEWEES (CONTINUED)

The interviews will be zoomed, but the zoom link will not be provided to the public.

Interviews will be conducted on 3/30 starting at 9 a.m., one candidate per hour, with 15 minutes between candidates, with the exception of a 30-minute break from 12:30 to 1:00 p.m.

It was agreed that the park manager résumés will not be published, nor will candidates' names be listed on the agenda.

Board Comments/Discussion

Glenn provided a document with questions about park expenses.

DRAFT MINUTES

Discussion followed.

Public Comment

Public comment began at 11:21 a.m.

Vicki Beam

Public comment ended at 11:23 a.m.

Adjournment

Motion by Popp to adjourn; second by Glenn. Roll call vote: Vollmuth, yes; Benak, absent; Popp, yes; Glenn, yes; Goss, yes.

Meeting adjourned at 11:23 a.m.

Cheryl A. Goss
Whitewater Township Clerk

DRAFT MINUTES**Whitewater Township Board
Minutes of Special Meeting held March 30, 2023****Call to Order**

Supervisor Popp called the meeting to order at 9:00 a.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Board Members

Board Members present in person: Clerk Goss, Treasurer Benak, Trustee Glenn, Popp

Board Members absent: Trustee Vollmuth

Others present in person: Zoom Facilitator Lois MacLean

Others present via Zoom: None. Zoom was not available to the public for this meeting.

Set/Adjust Meeting Agenda

No written agenda was provided. There were no adjustments.

Declaration of Conflict of Interest

None

Public Comment

None

Agenda Items as Listed in Special Meeting Notice**PARKS & RECREATION MANAGER INTERVIEWS**

There are no interviews until 11:30 a.m.

Motion by Benak to recess until the first interview at 11:30 a.m.; second by Glenn.

Roll call vote: Benak, yes; Goss, yes; Glenn, yes; Popp, yes; Vollmuth, absent. Motion carried.

At 9:02 a.m., the meeting recessed.

At 11:28 a.m., the meeting reconvened.

Candidate Deb Graber is present and was interviewed.

The interview concluded at 12:41 p.m. and Ms. Graber left the building.

At 12:41 p.m., the meeting recessed.

At 1:00 p.m., the meeting reconvened.

Candidate Dale Gehman is present and was interviewed.

The interview concluded at 2:12 p.m. and Mr. Gehman left the building.

DRAFT MINUTES

Discussion followed.

At 2:51 p.m., the meeting recessed.

At 3:30 p.m., the meeting reconvened.

Candidate Andrew Butler is present and was interviewed.

The interview concluded at 4:34 p.m. and Mr. Butler left the building.

Discussion followed.

Motion by Benak that we offer the position to Andrew Butler at a rate of \$45,000 to start; second by Glenn.

Start date was discussed.

Benak amended the motion to add start no later than 5/1.

Benak clarified that her motion is to offer the position of park and rec manager to Andrew Butler at a rate of \$45,000 per year, start date 5/1 or sooner; second by Glenn.

At 5:38 p.m., Popp abruptly left the board table and the building.

Roll call vote: Popp, absent; Benak, yes; Glenn, yes; Vollmuth, absent; Goss, no. Motion carried.

Motion by Benak that she will moderate the meeting; second by Glenn.

Roll call vote: Goss, yes; Benak, yes; Glenn, yes; Popp, absent; Vollmuth, absent. Motion carried.

Public Comment

Goss noted there is no public in the building.

Adjournment

Motion by Glenn to adjourn; second by Benak. Roll call vote: Popp, absent; Vollmuth, absent; Benak, yes; Glenn, yes; Goss, yes.

Meeting adjourned at 5:44 p.m.

Cheryl A. Goss
Whitewater Township Clerk

Bills for Approval
April 11, 2023

ALDEN STATE BANK	48876 - 48962	
PAYROLL 3/10	48876 - 48906	Gross Payroll \$9,837.08
ACCTS PAYABLE 3/15	48907 - 48924	Grand Total \$7,704.51
PAYROLL 3/24	48925 - 48946	Gross Payroll \$9,401.86
ACCTS PAYABLE 3/27	48947 - 48962	Grand Total \$16,306.07

ALDEN STATE BANK - MONEY MARKET

FIRST COMMUNITY BANK - FEDERAL FUND	1000	
ACCTS PAYABLE 3/29	1000	Grand Total \$60,574.14

Check Register Report

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Whitewater Township

BANK: ALDEN STATE BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
ALDEN STATE BANK Checks								
48907	03/15/23	Printed			365 OUTD	365 OUTDOOR	2/03-2/28/2023	1,165.00
48908	03/15/23	Printed			AD ASSESS	AD ASSESSING INC	MAR 2023	2,300.00
48909	03/15/23	Printed			BRANDON F	BRANDON FLYNN	MAR 2023	40.00
48910	03/15/23	Printed			BRANDON	BRANDON FLYNN, PETTY CASHIER	FUEL FOR SNOWMOBILES/ FIRE DEPT SMALL ENGINES	178.00
48911	03/15/23	Printed			CHARTER	CHARTER COMMUNICATIONS	03/01-03/29/2023	369.95
48912	03/15/23	Printed			CONSUMERS	CONSUMERS ENERGY	02/01-02/28/2022	134.77
48913	03/15/23	Printed			FUELMAN	FUELMAN	FUEL FOR FEB. 2023	179.69
48914	03/15/23	Printed			GFL ENVIR	GFL ENVIRONMENTAL	MAR. 2023	46.04
48915	03/15/23	Printed			KCI	KCI	ASSMNT SET UP FILE/PROCESS & MAIL ASSMNTS/POSTAGE	603.35
48916	03/15/23	Printed			KIM FINCH	KIM FINCH	JAN & FEB 2023	200.00
48917	03/15/23	Printed			CULLIGAN	MCCARDEL CULLIGAN WATER COND	ONE BOTTLE WATER PLUS MAR 2023 RENTAL	22.75
48918	03/15/23	Printed			NORTH PL	NORTH PLACE PLANNING LLC	02/01-02/28/2023	825.00
48919	03/15/23	Printed			NORTHERN C	NORTHERN GARAGE DOORS INC	MAINT SERVICE ON 4 OVERHEAD DOORS	329.90
48920	03/15/23	Printed			STATEWIDE	STATEWIDE COMMUNICATIONS INC	03/14-04/13/2023	180.35
48921	03/15/23	Printed			TC RECORD	TC RECORD-EAGLE, INC.	AD FOR PARK MANAGER	773.55
48922	03/15/23	Printed			VERIZON	VERIZON WIRELESS	01/24-02/23/2023	40.01
48923	03/15/23	Printed			VISA	VISA	MISC DEPTS	232.55
48924	03/15/23	Printed			WELLS F	WELLS FARGO FINANCIAL	COPIER LEASE MAR 2023	83.60
48947	03/27/23	Printed			AD ASSESS	AD ASSESSING INC	BAL DUE FROM AUG. 2022	175.00
48948	03/27/23	Printed			BAK	BAK SPECIALTY SALES	2 3X5 CEMETERY AND 1 3X5 SPARE FLAGS	126.90
48949	03/27/23	Printed			BRICK HOUS	BRICK HOUSE INTERACTIVE	One Time Fee For YouTube Ch. & Google Dr. & Host Fee 3/1/2023	1,490.00
48950	03/27/23	Printed			GOSS	CHERYLA GOSS, PETTY CASHIER	08/10/2022-03/27/2023	210.11
48951	03/27/23	Printed			CONSUMERS	CONSUMERS ENERGY	02/10-03/13/2023	1,560.07
48952	03/27/23	Printed			EFTPS	EFTPS	PAYROLL 3/10/2023	2,057.16
48953	03/27/23	Printed			FAHEY	FAHEY SCHULTZ BURZYCH RHODES	NOISE ORDINANCE VIOLATION	7,500.00
48954	03/27/23	Printed			GTC TREAS	GRAND TRAVERSE CO TREASURER	PUBLICATION OF MBOR DATES & TIMES	49.31
48955	03/27/23	Printed			GREAT LAKE	GREAT LAKES SPRAY-ON	RHINO LINING FOR 2021 FORD F-150	582.50
48956	03/27/23	Printed			LOIS MAC	LOIS MACLEAN	01/04-03/15/2023	108.73
48957	03/27/23	Printed			MICHIGAN T	MICHIGAN TOWNSHIPS ASSOCIATION	MTA BOOKS FOR JACOBSON/ WROUBEL/KEATON- PO5682	279.00
48958	03/27/23	Printed			NETLINK	NETLINK BUSINESS SOLUTIONS	Tech Support 3/02,03/06,3/07/ 2023 (E-MAIL)	617.50
48959	03/27/23	Printed			QUAD LEAS	QUADIENT LEASING USA, INC	4/13-7/12/2023 POSTAGE METER RENTAL	322.89
48960	03/27/23	Printed			PAYR/SALES	STATE OF MICHIGAN - TREASURY	PAYROLLS 2/10/23 & 2/24/23	771.63
48961	03/27/23	Printed			WHITEWATER	WHITEWATER TOWNSHIP	TREASURER'S TAX CHECKS	281.04
48962	03/27/23	Printed			ZACHARY S	ZACHARY STRINE	MILEAGE FOR PHYSICAL	174.23
					Total Checks: 34		Checks Total (excluding void checks):	24,010.58
					Total Payments: 34		Bank Total (excluding void checks):	24,010.58

Check Register Report

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BANK: FIRST COMMUNITY BANK FEDERAL

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
FIRST COMMUNITY BANK FEDERAL Checks								
1000	03/29/23	Printed			COLI 186	COLI, INC	FIBER INSTALLATION & PARTS	60,574.14
				Total Checks: 1		Checks Total (excluding void checks):		60,574.14
				Total Payments: 1		Bank Total (excluding void checks):		60,574.14
				Total Payments: 35		Grand Total (excluding void checks):		84,584.72

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Fund: 101 GENERAL FUND							
Dept: 101 Township Board							
101-101-727	Office Supplies & Exp VISA		MISC DEPTS	48923	02/26/2023	03/15/2023	126.46
							126.46
101-101-804	Professional Services BRICK HOUSE INTERACTIVE	030823WWT	One Time Fee For YouTube Ch.	48949	03/08/2023	03/27/2023	1,200.00
							1,200.00
101-101-901	Publishing TC RECORD-EAGLE, INC.	02232055	PUB OF NTC OF PUBLIC HRG	48921	02/28/2023	03/15/2023	115.15
							115.15
101-101-940	Equipment Rental WELLS FARGO FINANCIAL	5024169286	COPIER LEASE MAR 2023	48924	03/04/2023	03/15/2023	83.60
							83.60
101-101-941	Postage Meter Rental QUADIENT LEASING USA, IN	N9852592	4/13-7/12/2023 POSTAGE METE	48959	03/12/2023	03/27/2023	322.89
							322.89
							Total Dept. Township Board: 1,848.10
Dept: 209 Assessor							
101-209-727	Office Supplies & Exp KCI	319914	ASSMNT SET UP FILE/PROCE:	48915	02/25/2023	03/15/2023	548.57
							548.57
101-209-728	Postage KCI	319914	ASSMNT SET UP FILE/PROCE:	48915	02/25/2023	03/15/2023	54.78
							54.78
101-209-807	Assessing Services AD ASSESSING INC		MAR 2023	48908	03/01/2023	03/15/2023	2,300.00
	AD ASSESSING INC		BAL DUE FROM AUG. 2022	48947	03/27/2023	03/27/2023	175.00
							2,475.00
							Total Dept. Assessor: 3,078.35
Dept: 210 Attorney							
101-210-801	Legal Services						
	FAHEY SCHULTZ BURZYCH	9642	HYMORE COMPLAINT	48953	03/01/2023	03/27/2023	4,435.00
	FAHEY SCHULTZ BURZYCH	9642	FLOODPLAIN ORDINANCE	48953	03/01/2023	03/27/2023	502.50
	FAHEY SCHULTZ BURZYCH	9642	LAND DIVISION GENERAL	48953	03/01/2023	03/27/2023	497.50
	FAHEY SCHULTZ BURZYCH	9642	ZON ORD/PC COI	48953	03/01/2023	03/27/2023	87.50
	FAHEY SCHULTZ BURZYCH	9642	ARTICLE 28	48953	03/01/2023	03/27/2023	90.00
	FAHEY SCHULTZ BURZYCH	9642	PC BYLAWS	48953	03/01/2023	03/27/2023	125.00
	FAHEY SCHULTZ BURZYCH	9642	OPEN MEETINGS ACT	48953	03/01/2023	03/27/2023	22.50
	FAHEY SCHULTZ BURZYCH	9643	CONDOMINIUMS	48953	03/01/2023	03/27/2023	272.50
	FAHEY SCHULTZ BURZYCH	9644	ZON ORD/PC BYLAWS/COI	48953	03/01/2023	03/27/2023	1,107.50
	FAHEY SCHULTZ BURZYCH	9644	ARTICLE 28	48953	03/01/2023	03/27/2023	135.00
	FAHEY SCHULTZ BURZYCH	9644	CONDOMINIUMS	48953	03/01/2023	03/27/2023	22.50
	FAHEY SCHULTZ BURZYCH	9645	NOISE ORDINANCE VIOLATIOI	48953	03/01/2023	03/27/2023	202.50
							7,500.00
							Total Dept. Attorney: 7,500.00
Dept: 215 Clerk							
101-215-727	Office Supplies & Exp VISA		MISC DEPTS	48923	02/26/2023	03/15/2023	40.11
							40.11
101-215-865	Meal/Lodging Expens						

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	CHERYLA GOSS, PETTY CA		08/10/2022-03/27/2023	48950	03/27/2023	03/27/2023	22.00
							22.00
101-215-901	Publishing						
	TC RECORD-EAGLE, INC.	02232055	SYNOPSIS OF MTG 2/09/2023	48921	02/28/2023	03/15/2023	91.60
	TC RECORD-EAGLE, INC.	02232055	SYNOPSIS OF MTG 1/31/2023	48921	02/28/2023	03/15/2023	92.10
	TC RECORD-EAGLE, INC.	02232055	SYNOPSIS OF MTG 1/24/2023	48921	02/28/2023	03/15/2023	91.60
	TC RECORD-EAGLE, INC.	02232055	SYNOPSIS OF MTG 1/12/2023	48921	02/28/2023	03/15/2023	92.10
							367.40
						Total Dept. Clerk:	429.51
Dept: 247	Board of Review						
101-247-901	Publishing						
	GRAND TRAVERSE CO TRE/		PUBLICATION OF MBOR	48954	03/09/2023	03/27/2023	49.31
							49.31
						Total Dept. Board of Review:	49.31
Dept: 253	Treasurer						
101-253-860	Mileage Reimbursemen						
	LOIS MACLEAN		01/04-03/15/2023	48956	03/15/2023	03/27/2023	108.73
							108.73
101-253-865	Meal/Lodging Expens						
	CHERYLA GOSS, PETTY CA		08/10/2022-03/27/2023	48950	03/27/2023	03/27/2023	22.00
							22.00
						Total Dept. Treasurer:	130.73
Dept: 265	Township Hall & Groun						
101-265-740	Operating Expense &						
	BAK SPECIALTY SALES	230323	2 3X5 CEMETERY AND 1 3X5	48948	03/23/2023	03/27/2023	42.30
	MCCARDEL CULLIGAN WATI		ONE BOTTLE WATER PLUS	48917	03/01/2023	03/15/2023	22.75
	NETLINK BUSINESS SOLUTI	146076	TECH SUPPORT 2/15,23,24/202	48958	03/02/2023	03/27/2023	422.50
	NETLINK BUSINESS SOLUTI	146168	Tech Support 3/02,03/06,3/07/	48958	03/14/2023	03/27/2023	195.00
							682.55
101-265-810	Janitorial Services						
	KIM FINCH		JAN & FEB 2023	48916	03/01/2023	03/15/2023	200.00
							200.00
101-265-811	Waste Removal Servi						
	GFL ENVIRONMENTAL	0059991669	MARCH 2023	48914	02/28/2023	03/15/2023	23.02
							23.02
101-265-845	Snowplowing Service						
	365 OUTDOOR	108157	2/03-2/28/2023	48907	03/01/2023	03/15/2023	470.00
							470.00
101-265-851	Internet/Website						
	BRICK HOUSE INTERACTIVE	030823WWT	One Time Fee For YouTube Ch.	48949	03/08/2023	03/27/2023	290.00
	CHARTER COMMUNICATION	0018737030123	03/01-03/29/2023	48911	03/01/2023	03/15/2023	129.99
							419.99
101-265-922	Electricity						
	CONSUMERS ENERGY	205368360893	02/09-03/10/2023	48951	03/10/2023	03/27/2023	150.05
							150.05
101-265-923	Electric Heat						
	CONSUMERS ENERGY	205368360894	02/09-03/12/2023	48951	03/12/2023	03/27/2023	567.43
							567.43
101-265-924	Telephone						
	CHARTER COMMUNICATION	0018737030123	03/01-03/29/2023	48911	03/01/2023	03/15/2023	49.99

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	STATEWIDE COMMUNICAT	2805790	03/14-04/13/2023	48920	03/14/2023	03/15/2023	150.29
							200.28
							Total Dept. Township Hall & Grounds: 2,713.32
Dept: 276 Cemetery							
101-276-740	Operating Expense & BAK SPECIALTY SALES	230323	2 3X5 CEMETERY AND 1 3X5	48948	03/23/2023	03/27/2023	84.60
							84.60
101-276-922	Electricity						
	CONSUMERS ENERGY	201185880262	02/09-003/12/2023	48951	03/12/2023	03/27/2023	28.81
							28.81
							Total Dept. Cemetery: 113.41
Dept: 400 Planning Commission							
101-400-727	Office Supplies & Exp VISA		MISC DEPTS	48923	02/26/2023	03/15/2023	51.98
							51.98
101-400-804	Professional Services						
	NORTH PLACE PLANNING LI		02/01-02/28/2023	48918	02/28/2023	03/15/2023	825.00
							825.00
101-400-880	Education & Training						
	MICHIGAN TOWNSHIPS ASS	180601	MTA BOOKS FOR JACOBSON/	48957	03/01/2023	03/27/2023	279.00
							279.00
							Total Dept. Planning Commission: 1,155.98
							tal Fund GENERAL FUND: 17,018.71
Fund: 203 ROAD FUND							
Dept: 446 Road Right of Way							
203-446-921	Street Lights						
	CONSUMERS ENERGY	205813257730	02/01-02/28/2022	48912	02/28/2023	03/15/2023	67.35
							67.35
							Total Dept. Road Right of Way: 67.35
							Total Fund ROAD FUND: 67.35
Fund: 206 FIRE FUND							
Dept: 336 Fire Dept							
206-336-739	Fuel & Oil						
	BRANDON FLYNN, PETTY C/		FUEL FOR SNOWMOBILES/	48910	03/13/2023	03/15/2023	178.00
	FUELMAN	63977706995401	FUEL FOR FEB. 2023	48913	03/06/2023	03/15/2023	179.69
							357.69
206-336-804	Professional Services						
	VERIZON WIRELESS	9928480412	01/24-02/23/2023	48922	02/23/2023	03/15/2023	40.01
							40.01
206-336-811	Waste Removal Servi						
	GFL ENVIRONMENTAL	0059990858	MAR. 2023	48914	02/28/2023	03/15/2023	11.51
							11.51
206-336-845	Snowplowing Service						
	365 OUTDOOR	108157	2/03-2/28/2023	48907	03/01/2023	03/15/2023	347.50
							347.50
206-336-851	Internet/Website						
	CHARTER COMMUNICATION	0010619030123	03/01-03/31/2023	48911	03/01/2023	03/15/2023	89.99

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							89.99
206-336-860	Mileage Reimbursemen ZACHARY STRINE		MILEAGE FOR PHYSICAL	48962	03/13/2023	03/27/2023	174.23
							174.23
206-336-922	Electricity CONSUMERS ENERGY	201185880261	02/09-03/12/2023	48951	03/12/2023	03/27/2023	341.57
							341.57
206-336-924	Telephone CHARTER COMMUNICATION	0010619030123	03/01-03/31/2023	48911	03/01/2023	03/15/2023	99.98
							99.98
206-336-925	Cellular Phone BRANDON FLYNN		MAR 2023	48909	03/01/2023	03/15/2023	40.00
							40.00
206-336-930	Facility Repairs/Maint NORTHERN GARAGE DOOR	23-5556	MAINT SERVICE ON 4 OVERHI	48919	03/03/2023	03/15/2023	329.90
							329.90
206-336-933	Vehicle Repair & Mair GREAT LAKES SPRAY-ON	3607	RHINO LINING FOR 2021 FORI	48955	01/19/2023	03/27/2023	582.50
							582.50
						Total Dept. Fire Dept:	2,414.88
						Total Fund FIRE FUND:	2,414.88
Fund: 208 PARK FUND							
Dept: 756 Township Park							
208-756-727	Office Supplies & Exp CHERYLA GOSS, PETTY CA		08/10/2022-03/27/2023	48950	03/27/2023	03/27/2023	44.51
							44.51
208-756-740	Operating Expense & CHERYLA GOSS, PETTY CA		08/10/2022-03/27/2023	48950	03/27/2023	03/27/2023	86.49
							86.49
208-756-860	Mileage Reimbursemen CHERYLA GOSS, PETTY CA		08/10/2022-03/27/2023	48950	03/27/2023	03/27/2023	24.51
							24.51
208-756-901	Publishing TC RECORD-EAGLE, INC.	02232055	AD FOR PARK MANAGER	48921	02/28/2023	03/15/2023	145.50
							145.50
208-756-922	Electricity CONSUMERS ENERGY	203588586934	02/09-03/13/2023	48951	03/13/2023	03/27/2023	73.01
	CONSUMERS ENERGY	203588586933	02/10-03/13/2023	48951	03/13/2023	03/27/2023	28.81
							101.82
208-756-924	Telephone STATEWIDE COMMUNICATIO	2805790	03/14-04/13/2023	48920	03/14/2023	03/15/2023	30.06
							30.06
208-756-925	Cellular Phone VISA		MISC DEPTS	48923	02/26/2023	03/15/2023	14.00
							14.00
						Total Dept. Township Park:	446.89
						Total Fund PARK FUND:	446.89

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Fund: 209 RECREATION FUND							
Dept: 757 Recreation							
209-757-728	Postage						
	CHERYLA GOSS, PETTY CA		08/10/2022-03/27/2023	48950	03/27/2023	03/27/2023	10.60
							<u>10.60</u>
209-757-901	Publishing						
	TC RECORD-EAGLE, INC.	02232055	AD FOR PARK MANAGER	48921	02/28/2023	03/15/2023	145.50
							<u>145.50</u>
209-757-922	Electricity						
	CONSUMERS ENERGY	203855529892	01/24-02/22/2023	48912	02/22/2023	03/15/2023	67.42
	CONSUMERS ENERGY	205368360892	02/09-03/12/2023	48951	03/12/2023	03/27/2023	28.81
							<u>96.23</u>
							<u>252.33</u>
							Total Dept. Recreation:
							252.33
							Fund RECREATION FUND:
							252.33
Fund: 210 AMBULANCE FUND							
Dept: 651 Ambulance							
210-651-811	Waste Removal Servi						
	GFL ENVIRONMENTAL	0059990858	MAR. 2023	48914	02/28/2023	03/15/2023	11.51
							<u>11.51</u>
210-651-845	Snowplowing Service						
	365 OUTDOOR	108157	2/03-2/28/2023	48907	03/01/2023	03/15/2023	347.50
							<u>347.50</u>
210-651-922	Electricity						
	CONSUMERS ENERGY	201185880261	02/09-03/12/2023	48951	03/12/2023	03/27/2023	341.58
							<u>341.58</u>
							<u>700.59</u>
							Total Dept. Ambulance:
							700.59
							Fund AMBULANCE FUND:
							700.59
Fund: 285 FEDERAL FUND							
Dept: 000							
285-000-970	Capital Expenditure						
	COLI, INC	1014	FIBER INSTALLATION & PARTS	1000	03/14/2023	03/29/2023	60,574.14
							<u>60,574.14</u>
							<u>60,574.14</u>
							Total Dept. 000:
							60,574.14
							Total Fund FEDERAL FUND:
							60,574.14
Fund: 703 PROPERTY TAX FUND							
Dept: 000							
703-000-727	Office Supplies & Exp						
	WHITEWATER TOWNSHIP		TREASURER'S TAX CHECKS	48961	02/28/2023	03/27/2023	281.04
							<u>281.04</u>
							<u>281.04</u>
							Total Dept. 000:
							281.04
							Total Fund PROPERTY TAX FUND:
							281.04
Fund: 750 PAYROLL CLEARING F							
Dept: 000							
750-000-258	Accrued Payroll Taxes						
	EFTPS	270347471944142	PAYROLL 3/10/2023	48952	03/15/2023	03/27/2023	2,057.16
	STATE OF MICHIGAN - TREA	SMIBUS009635198	PAYROLLS 2/10/23 & 2/24/23	48960	03/15/2023	03/27/2023	771.63

Bills for Approval 04/11/2023

Page: 6

Whitewater Township

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							2,828.79
						Total Dept. 000:	2,828.79
						WYROLL CLEARING FUND:	2,828.79
						Grand Total:	84,584.72

Memo

To: Whitewater Township Board of Trustees

CC: None

Date: 4.3.2023

Re: Campground Needs

Board Members –

This business item is presented to allow Trustee Don Glenn a forum to the Board to discuss any matter regarding the camping park he sees relevant, needs more information on, or wants helps with.

No motion pending further Board input.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township



WHITEWATER TOWNSHIP FIRE DEPARTMENT

8380 OLD M-72 ♦ PO BOX 9 ♦ WILLIAMSBURG, MICHIGAN 49690 ♦ 231.267.5969 ♦ FIRECHIEF@WHITEWATERTOWNSHIP.ORG

MEMO

To: Whitewater Township Board

From: Fire Chief Brandon Flynn

Date: March 20, 2023

Subject: Approval of new Fire Department Member

Please consider approving new applicant Josh Morgan for the position of Firefighter.

Originally from the Traverse City area, Josh is a fully trained firefighter/EMT that has recently moved back from Petosky and now lives in Whitewater Township. Josh works full time as a wine maker but would like to continue his second passion of helping people with us at the Whitewater Township Fire Department.

Possible Motion:

Motion to approve Josh Morgan as a new member of the fire department.



Committed to proudly serving the community with professionalism and integrity.



WHITEWATER TOWNSHIP FIRE DEPARTMENT

8380 OLD M-72 ♦ PO Box 9 ♦ WILLIAMSBURG, MICHIGAN 49690 ♦ 231.267.5969 ♦ FIRECHIEF@WHITEWATERTOWNSHIP.ORG

MEMO

To: Whitewater Township Board

From: Fire Chief Brandon Flynn

Date: March 15, 2023

Subject: Door Operators Replacement

Fire Chief Flynn is asking the Whitewater Township Board for approval to spend \$6,237.54 to replace four overhead door operators at the Fire Station.

Northern Garage door recently completed preventative maintenance on the doors, which are still in good shape. However, the door operators are not.

The current door openers are manufacturer dated 1997 (unknown installation date) and are in need of replacement. The ambulance bay door has multiple bad bearings which has damaged the frame of the opener. Other issues include up/down stop irregularities and an inoperable safety-up mechanism on the tanker bay door.

The project cost will be divided between the fire and ambulance funds.

An appropriate motion would be:

Allow Chief Flynn to contract with Northern Garage Door to replace 4 overhead door operators at a cost not to exceed \$6,500.00.

Quotation attached



Committed to proudly serving the community with professionalism and integrity.

Northern Garage Doors

829 Robinwood Ct
Traverse City, MI 49686
231-941-0381

Proposal

Date	Estimate #
3/3/2023	10-15664

Name / Address
Whitewater Township C/O Clerk Cheryl Goss PO Box 159 Williamsburg, MI 49690-9701

Service Location
Whitewater Township Fire Department 8380 Old M 72 Williamsburg, MI 49690-9701

Terms	Rep	Project
Due on receipt	DSA	

Description	Qty
Liftmaster model T501 L5 Commercial opener, 1/2 hp chain drive, 14' rail	4
Liftmaster model 893MAX, 3 button remote, 2.0 technology, MyQ	8
Install Garage Door Opener	4
Labor: Split four spring bars and move higher up	1
We look forward to working with you. Proposals are valid for 30 days.	
Subtotal	\$6,237.54

Signature _____

Cash Or Check Total

\$6,237.54

Terms: 50% Non-refundable deposit required to order, Balance due at installation of work. We accept cash or check. CREDIT CARD PAYMENTS WILL HAVE A 3.5% CONVENIENCE FEE ADDED TO YOUR STATEMENT. If work cannot be completed due to work not done by others that prevents us to finish, payment is still due.

Please review entire proposal to insure that there are no errors or omissions. All orders require a signed proposal or a confirmation email.

On the schedule service date, the garage needs to be cleared to provide ample room to work and access the areas we need to get to, ie: opener, back of tracks, etc.

Northern Garage Doors does not provide pre-wiring, if pre-wiring is not done, the wires will be surface mounted.

It is the customers responsibility to insure that we can get our vehicle to the work site. If multiple trips are required due to the job site not being

Memo

To: Whitewater Township Board of Trustees

CC: None

Date: 3.28.2023

Re: Proposed Dot Gov email extensions

Board Members –

This business item follows up on a Whitewater Township Board of Trustees discussion during the March 22, 2023 special meeting of the group. The email sent to all township board members 3.27.2023 from Mr. Bill Schaub details where we are in the process of getting the dot gov email domain whitewatertownshipmi.gov. Acting on my understanding of the special board meeting 3.22.2023 and to recap my email of the same day, the application for a dot gov domain must be completed by the highest-ranking elected official of the township. My name is therefore used as the administrative contact. With permission from Bill Schaub of Netlink Business Solutions, Mr. Kelly Collins, of Netlink Business Solutions, was listed as the required technical contact. An optional security contact email was provided in the official authorization letter to begin the application/verification process. I ask the Board to review the authorization letter and to approve its submittal as of March 23, 2023 as acting in the Board's best interests. As our request for the domain continues, we can put together the plans for the next step in this process which is to change email host provider. Currently we use Spectrum for that service and Netlink Business Solutions has recommended we move to Microsoft 365. This is a significant integration process and will likely not be seamless.

Microsoft 365 offers many different business solutions for customers. Netlink Business Solutions is recommending two options for us to consider currently. The first offering is mailbox only, for a \$5.00 per month per box fee Microsoft will provide 50GB of space in each mailbox. I believe we currently have 5GB with Spectrum so storage capacity is increasing. The second offering is Microsoft 365 Business Standard Plan which cost \$15.00 per month per license. This product offers the same mailbox as described above plus a 1 year user license to the suite of Microsoft 365 applications like Outlook, Word, Excel, PowerPoint, and OneNote (plus Access and Publisher for PC only). Additionally, a hub for teamwork to connect people using Microsoft Teams is provided. 1 TB of OneDrive cloud storage per license for file storage and sharing is included. A portion of this can be used for file backup. Each license allows the Microsoft 365 applications to be installed on up to five devices mobile, tablet, PCs or Macs. The license provides for around-the-clock phone and web support from Microsoft and is compatible with Windows 11, Windows 10, Windows 8.1, and the two most recent versions of macOS.

The move to Microsoft mailbox hosting eliminates a security concern that has existed for a long time. The Clerk's office will no longer have administrative access to everyone's email account. In fact, NO township staff will have administrative access. Netlink Business Solutions will be listed as the Microsoft Partner of Record and as such be the administrator. Each staff member will need to provide a cellphone number which will be used to authenticate each login. For those with banking applications you may already be familiar with this process. When township staff changes and they were a mailbox holder, Netlink Business Solutions will have to be contracted to make the necessary changes. Fees for this operation have not been addressed. Should Netlink no longer service the Township for any reason, the Township must notify Microsoft they wish to change the Partner of Record. Mr. Schaub has provided a link that describes the process in detail. <https://learn.microsoft.com/en-us/microsoft-365/admin/misc/add-partner?view=o365-worldwide> The Board should develop policy about who what and when changes can be made to individual email boxes and the Partner of Record designation with Microsoft. The policy should avoid a single board member which has failed us in the past.

If the Board elects to make this switch, Netlink Business Solutions recommends maintaining our existing .org mailboxes with Spectrum for between 2 and 6 months after the creation of the dot gov domain and Microsoft 365 mailboxes. Adding a notification line on outgoing mail detailing our new addresses is a good way to inform folks of the change. If cellphones are a required part of the email login procedure, as I believe they are, the Board may want to address a compensation package to all email box holders.

A quick count of current email boxes finds 8 are needed for the Township Board, Zoning Department needs 1, Planning Commission Needs 6, ZBA needs 3, PRAC requires 5, the Park Manager will need 1, and the Camping Park needs 1, for a total of 25 mailboxes. For those members using personal computers to conduct township business and awaiting a device to be issued to them, I recommend those accounts jump directly to the Business Standard Plan. Others who have functional devices can choose to remain with what they have or upgrade. Mr. Schaub recommends anyone using Microsoft office products older than 2019 upgrade to the Business Stand Plan now. My count for this option is 4 depending upon the level of satisfaction Rachel Steelman has with the device provided to her. Additionally, the status of Alex Darrow's laptop is unknown. It is stored in the copy room atop one of the filing cabinets. That device may have preloaded software to promote board level work. The math may look like this: 25 mailboxes – 5 (park manager, park, trustee1, trustee2, pc chair) = $(20 \times \$5.00) + (5 \times \$15.00) + (25 \times \$3.50) = \262.50 per month. As a budget item, we also need to add the cost of actual internet itself which appears to be around \$120.00 per month. In the short term, while both .org and .gov addresses are maintained, the monthly cost can be estimated at \$382.50. Long term the \$120.00 per month fee we currently pay to Spectrum may drop slightly when the .org addresses are shutdown. A verbal estimate regarding the migration cost from .org to .gov has been given at 30 hours @ \$130.00. If the standard cellphone compensation of \$40.00 per month is considered an estimated grand total of \$9,438.00 gets us close. A quick reference of the 2023/2024 budget line item 101.265.851 shows an annual amount of \$1800.00; this number may need to be adjusted.

Bill Schaub's email of March 22, 2023 is presented as Netlink Business Solution's official cost estimate for the items described above.

Motion One: Motion to approve the creation, execution, and submission of the authorization letter to .Gov Domain Registration c/o Verisign, Inc., 12061 Bluemont Way, Reston, Virginia 20190, dated March 22, 2023 as written, on behalf of the Whitewater Township Board of Trustees.

Motion Two: Motion to move email hosting services for Whitewater Township from Spectrum to Microsoft.

Motion Three: Motion to hire (contract) with Netlink Business Solutions to complete the email migration process from Spectrum hosted email boxes to Microsoft hosted email boxes at an estimated cost of \$4,000.

Motion Four: Motion approving Netlink Business Solutions to be listed as the sole Microsoft Partner of Record for Whitewater Township, until such time further Whitewater Township Board of Trustee action is brought forward to modify.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ron T. [unclear]".

Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township



WHITEWATER TOWNSHIP

5777 Vinton Road • P.O. Box 159 • Williamsburg, MI 49690
(231) 267-5141 • FAX (231) 267-9020

March 22, 2023

.Gov Domain Registration
c/o Verisign, Inc.
12061 Bluemont Way
Reston, Virginia 20190

To the .gov Program:

As Township Supervisor for Whitewater Township, Grand Traverse County, Michigan, I request that responsibility for the domain name whitewatertownshipmi.gov be delegated to my municipality.

Whitewater Township is a general law township serving a population of about 2,700 residents. Recently, DNS issues prevented reliable communications with Gmail users. This request is part of multistep program to correct the issue.

In order to obtain and maintain whitewatertownshipmi.gov Whitewater Township will meet the general and specific requirements for federal agencies, found at <https://get.gov/registration/requirements>.

The following will be listed as contacts for whitewatertownshipmi.gov, which Whitewater Township will keep up to date in the .gov registrar.

Administrative contact

Ronald Popp
Township Supervisor
P.O. Box 159/5777 Vinton Road, Williamsburg, Michigan 49690
231-267-5141 Ext 23
supervisorwhitewater@gmail.com

Technical contact

Kelly Collins
Netlink Business Solutions, Engineer
6005 E Traverse HWY, Traverse City, Michigan 49684
P231-946-8808
kcollins@netlinkbus.com

Security contact

Clerk@whitewatertownship.org

I understand that if I wish to retire whitewatertownship.gov, I must submit a written request to registrar@dotgov.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ronald Popp', with a stylized flourish extending to the right.

Ronald Popp
Whitewater Township Supervisor



Ron Popp <supervisorwhitewater@gmail.com>

DNS and domain transfer information

1 message

Bill Schaub <bschaub@netlinkbus.com>

Wed, Mar 22, 2023 at 11:46 AM

To: "clerk@whitewatertownship.org" <clerk@whitewatertownship.org>, "trustee02@whitewatertownship.org" <trustee02@whitewatertownship.org>, Ron Popp <supervisorwhitewater@gmail.com>, "heidivourtrustee@gmail.com" <heidivourtrustee@gmail.com>, Ardella Benak <treasurer@whitewatertownship.org>, Kelly Collins <kcollins@netlinkbus.com>

To All,

Kelly found the answers to the questions about domain "administrative" and "technical" assignments for all 3 domains. It is the same for all 3 domains. We can initiate the "first phase" today with Cheryl if approved.

First Phase costs

Based on the information below my original estimate of 3 to 6 hours (\$130.00 per hr.) would be the needed time to move the domain registrar and DNS hosting to a new provider. Once this has completed the second phase can happen, which is moving email hosting to Microsoft. See estimates for second phase below.

Go Daddy (paid directly by Whitewater Township to Go Daddy via a credit card).

Go Daddy Domain hosting for 3 domains	\$60.00 (per year approximately)
Go Daddy DNS hosting	Include in above subscription.

Admin contacts: (The same contact is listed in all 3 domains)

Whitewater Township

[5777 Vinton Road](#)

P.O. Box 159

Williamsburg, MI 49690 USPh: +1.2312675141

Fax:

clerk@whitewatertownship.org

Technical contact: (The same contact is listed in all 3 domains)

NameSecure Inc.

P.O. Box 785

NULL

Herndon, VA 20172 US

Ph: +1.5707088418

Fax:

support@namesecure.com

Second phase estimates, moving email hosting to Microsoft.

Labor 20 to 30 hrs.

Microsoft email box license \$5.00 (per user/per month)

This is for email box only

Microsoft 365 Bus. Standard license \$15.00 (per user/per month)

This license includes the email box

Along with license for using Microsoft

Office software.

Optional antispam filter \$3.50 (per user/per month)

Optional antispam and antivirus filter

This filters the email before getting to

Microsoft servers. Reduces the

Number of junk, spam, phishing, and virus

related Emails.

Best regards,

Bill Schaub

Netlink Business Solutions

"Complete Office Technology Integration"

(231) 946-8808 phone

(231) 946-0719 fax

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 3-27-2023
Re: Board Review of Bylaws

Board Members –

Sometime in late 2020 or early 2021 I sponsored a movement where the Board would no longer approve the Bylaws of the Planning Commission as the group updated them annually. Since that time a couple of issues have led to a reevaluation of that decision. If the following motion is adopted, the bylaws adopted by the Planning Commission each year would become a Board item to review, return for amendment or approve and file. This will ensure the full board is aware of any procedural changes the group wants to address.

In addition to the Planning Commission, I recommend this practice should include the Zoning Board of Appeals, Park & Recreation Advisory Committee and any future entity created at the direction of the Whitewater Township Board of Trustees that use bylaws.

Motion requesting the Whitewater Township Board of Trustees to annually review, return for amendment or approve and file bylaws from the Zoning Board of Appeals, Planning Commission, and the Park and Recreation Advisory Committee along with any future entity created at the direction of the Whitewater Township Board of Trustees that uses bylaws.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

TB Meeting Packet

1 message

Rachel Steelman <rsteelmanpc@yahoo.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Mon, Mar 20, 2023 at 1:24 PM

Hi Ron,

Attached are two items we'd like included in an upcoming TB Meeting packet. Please let me know which meeting they make it into.

1. PC Bylaws approved 03/01/2023
2. PC Annual Report approved 03/01/2023

Thank you,
Rachel

2 attachments



Planning Commission Bylaws - approved 3-1-23.pdf
142K



WWT PLANNING COMMISSION ANNUAL REPORT 2022.pdf
213K



Ron Popp <supervisorwhitewater@gmail.com>

PC Bylaws and Condominium Development Regulations Amendment

2 messages

Randy Mielnik <randy@northplaceplanning.com>

Thu, Mar 2, 2023 at 4:31 PM

To: Christopher Patterson <cpatterson@fsbrlaw.com>, Rachel Steelman <rsteelmanpc@yahoo.com>, Ron Popp <supervisorwhitewater@gmail.com>

Good afternoon Chris:

The Whitewater Township PC met last night and acted on the Bylaws and the Condominium Development Regulations Amendment. A few minor changes were made to both before passage. We wanted to provide updated copies of both documents and draw your attention to the following:

1. Regarding the Bylaws, the most significant change relates to the conflict-of-interest issue. The change is simply the addition of an additional sentence that defines "financial interest" (item C on page 6 of 8). This language came from a CPA, and was provided by Mr. Keaton.
2. Regarding the Condominium Development Regulations Amendment, there were two changes. One typo correction (Subsection E on Page 3) and a clarification to item 6 on Page 6. Attached is a redline version and clean copy.

As these changes did not seem significant (warranting more legal review), they are being sent on to the Township Board today (as today is the deadline for packet material). The Bylaw update is being provided to the Township Board for informational purposes. Please let us know if you see any issues.

Thank You Very Much,

Randy

Randy A. Mielnik, AICP

North Place Planning, LLC

3 attachments



Planning Commission Bylaws - approved 3-2-23.docx

33K



2023.02.10 Whitewater Twp Condo Amendments_as approved by the PC.docx

33K



2023.02.10 Whitewater Twp Condo Amendments_showing edits made at PC Meeting.docx

34K

Ron Popp <supervisorwhitewater@gmail.com>

Fri, Mar 3, 2023 at 3:40 PM

Draft To: Randy Mielnik <randy@northplaceplanning.com>

Just getting to your email. Are these to be placed on the agenda?

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

[Quoted text hidden]

Whitewater Township Planning Commission Bylaws

Adoption Date: March 1, 2023

The following rules of procedure are hereby adopted by the Whitewater Township Planning Commission to facilitate the performance of its duties as outlined in the Michigan Planning Enabling Act, Public Act 33 of 2008, MCL 125.3801, *et seq.*, and the Michigan Zoning Enabling Act, Public Act 110 of 2006, MCL 125.3101, *et seq.*

SECTION 1: MEMBERSHIP

- A. **Membership Size** - The Planning Commission (PC) shall consist of seven (7) members.
- B. **Membership Terms of Office** – Members are appointed by the Township Supervisor for staggered three-year terms with the approval of the Township Board and expire December 31. Members are expected to take the Oath of Office and serve until their term expires and a successor has been appointed as provided above.
- C. **Membership Departure** - Members who are unable or unwilling to serve the entire terms for which they were appointed or who do not wish to be considered for reappointment shall provide sixty (60) days advance written notice of that fact to the Township Supervisor so that a successor may be appointed and approved in a timely manner that does not require the PC to function with less than the seven (7) members provided.
- D. **Membership Qualification** - All members shall be qualified electors of the Township of Whitewater, except that one member may be a non-qualified elector.
- E. **Membership Representation** - Membership shall be representative of the important segments of the community including:
 - 1. Agriculture
 - 2. Natural Resources/Environmental
 - 3. Recreation
 - 4. Education
 - 5. Public Health/Safety
 - 6. Government
 - 7. Transportation
 - 8. Industry
 - 9. Commerce
 - 10. Waterfront Owner
 - 11. Building Trades
 - 12. Resident at Large

- F. Township Board Representation** – One member of the Township Board shall serve as a member of the PC. His/her term shall coincide with their term of office on the Whitewater Township Board of Trustees. The Township Supervisor is ineligible to serve in this capacity. As a Township Board representative, he or she shall prepare and share a report on PC activities at Board meetings, and shall act as a primary liaison between the PC and the Board. The Township Board representative shall also present proposed PC action items at Township Board meetings for consideration. The Township Board representative may not serve as an officer of the PC. The Township Board representative shall also inform the PC of Township Board activities, actions, and goals.
- G. Zoning Board of Appeals Representation** – The Michigan Zoning Enabling Act requires Townships that enact a zoning ordinance to have a Zoning Board of Appeals (ZBA). The ZBA is responsible for ruling on appeals of administrative decisions and zoning ordinance requirements. The processes are explained in the ZBA handbook published by the Michigan Municipal League, and in the Whitewater Township Zoning Ordinance itself. One member of the PC shall be appointed by the supervisor to serve as a member of the (ZBA). His/her term shall coincide with their appointment to the PC. The PC chair shall provide the supervisor with a recommendation for appointment following consultation with the PC membership. The PC member reports to the ZBA on relevant PC actions, proposed ordinances and, developments etc..., and responds to questions regarding the spirit and intent of ordinances. The PC member reports back to the PC on ZBA decisions and any issues the ZBA would like assistance on.
- H. Meeting Participation** - The Township Attorney, Planner, Zoning Administrator and any township planning staff shall have the ability to participate in discussions of the PC as they deliberate on agenda items during meetings.
- I. Zoning Administrator** - The Zoning Administrator shall carry out all responsibilities associated with an employment contract, or job description (if an employee). Such responsibilities should include assisting with the development of the PC annual report, preparation of required legal notices and preparation of materials needed to support development-related PC action items.
- J. Planner** - Subject to applicable contractual terms, the Planner may assist with updates to the Master Plan and zoning ordinance amendments. The Planner may also assist with independent reviews of development-related PC action items (special use approvals, site plans, etc...).

SECTION 2: OFFICERS

- A. Selection and Tenure** - At the first regular meeting each January, the PC shall select a Chairperson, Vice Chairperson and Secretary. All officers shall serve a term of one year and shall be eligible for re-election for consecutive terms for the same office. The newly elected officers shall assume their responsibilities at the next regular meeting. If due to unforeseen circumstances, the PC is unable to elect officers at the January meeting, those officers whose terms as officers have expired and who remain as active members of the PC shall continue their services as officers until elections are held.

- B. Chairperson** - The Chairperson shall preside at all meetings, appoint committees and perform such other duties as may be ordered by the PC, including recommending the ZBA Representative to the Township Board when a vacancy occurs. Other roles and responsibilities include:
1. Preside at all meetings
 2. Appoint committees
 3. Agenda creation and submission
 4. Inform Clerk of any necessary meeting date and/or time changes within 48 hours of known change
 5. Create Action Item list and distribute within 72 business hours of meeting to PC members
- C. Vice Chairperson** - The Vice Chairperson shall act in the capacity of the chairperson in his/her absence. In the event the office of Chairperson becomes vacant, the Vice Chairperson shall succeed to this office for the unexpired term, and the PC shall select a successor to the office of Vice Chairperson for the unexpired term.
- D. Secretary** - The Secretary shall execute documents in the name of the PC and shall perform such other duties as the PC may determine. The Secretary may be assisted by a Recording Secretary and/or the Zoning Administrator in the performance of his/her duties. Other roles and responsibilities include:
1. Ensure hall setup is complete 5 minutes prior to meeting start time (mics checked, name tags, recording equipment, Zoom, chairs, tables, etc.)
 2. Conduct Roll Calls
 3. Monitor zoom & equipment
 4. Take notes
 5. Assist with meeting packet organization and posting in a timely manner.

SECTION 3: MEETINGS

The business the PC may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act. The PC may establish reasonable rules and regulations in order to minimize the possibility of disrupting the meeting.

- A. Regular Meetings** – Meetings of the PC shall be held on the First Wednesday of each month. All meetings shall take place at Whitewater Township Hall, 5777 Vinton Road, Williamsburg, MI 49690 at 7:00 P.M. When a regular meeting falls on a legal holiday or upon a day resulting in a conflict, the PC shall, if possible, select a suitable alternate meeting date in the same month as the originally scheduled meeting.

Notice of regular PC meetings shall be posted at Township Hall each year in accordance with the Open Meetings Act and on the township website.

- B. Special Meetings** - Special meetings may be called by the Chairperson or upon written request to the secretary by at least two members of the PC. Notice of special meetings shall be given to the members of the PC at least 48 hours prior to the meeting. Such notice shall state the purpose, time and location of the special meeting and shall be posted in accordance with the Open Meetings Act.
- C. Notice** - Notice required for specific planning, zoning or other land use actions will be given in accordance with the Michigan Planning Enabling Act, the Michigan Zoning Enabling Act, Land Division Act, or other applicable statute. All PC agendas and notices will be posted on the Township website, whitewatertownship.org. and in all other Township designated locations.
- D. Public Hearings** - All public hearings held by the PC must be held as part of a regular or special meeting of the PC.
 - 1. Public Hearings that will result in the consideration of amending the Zoning Ordinance text or map shall be set by motion of the PC.
 - 2. Public Hearings that are required for site plan and/or special use consideration may be set in accordance with the PC regular schedule by the Zoning Administrator.
- E. Agenda** – Per, Section 2B above, the chairperson is responsible for preparing a tentative agenda, with assistance from the Zoning Administrator and/or Recording Secretary, if requested. The agenda may be modified by quorum of the PC. The PC may only take action on items that appear on the agenda.
- F. Quorum** - Four (4) members of the PC shall constitute a quorum for transacting business and taking official action for all matters with the exception of Master Plan adoption or amendments (see G below).
- G. Voting** - An affirmative vote of 2/3 of the members of the PC is required to recommend approval of the master plan or amendments to the plan or to amend these bylaws. Unless otherwise required by statute, other actions or motions placed before the PC may be adopted by a majority vote of the members present and voting, as long as a quorum is present. Voting shall be by voice vote; a roll call vote shall be required if requested by any PC member or directed by the chairperson. Except in the case of conflict of interest, all PC members, including the Chairperson and ex officio member, shall vote on all matters.
- H. Public Records** - All meetings, minutes, records, documents, correspondence and other materials of the PC shall be open to public inspection in accordance with the Freedom of Information Act, except as may otherwise be provided by law.
- I. Parliamentary Procedure** – Parliamentary procedure in PC meetings shall be governed by Roberts Rules of Order.

SECTION 4: DUTIES OF THE PC

The PC shall perform the following duties:

- A. Prepare, review, and update a master plan as a guide for development within the Township's planning jurisdiction.
- B. Take such action on petitions, staff proposals and Township Board requests for amendments to the Zoning Ordinance as required.
- C. Take such action on petitions, staff proposals and Township Board requests for amendments to the Master Plan as required.
- D. At the beginning of each year the Chairperson shall appoint one member of the PC to prepare an annual written report of the PC's accomplishments, development and planning activities for the Township Board. As required by the Michigan Planning Enabling Act, this report will include the status of planning activities, including recommendations regarding actions by the Township Board. This report will be presented to the PC for approval before presentation to the Township Board.
- E. Take such actions as authorized or required by the Michigan Planning Enabling Act.
- F. Take such actions as authorized or required by the Michigan Zoning Enabling Act, and Whitewater Township Zoning Ordinance.
- G. Review, approve and submit an annual budget to the Supervisor, on or before the first Township Board meeting in January of each year.
- H. Perform other duties and responsibilities or respond as requested by any Township Board or Commission.

SECTION 5: ABSENCES AND REMOVALS

- A. To be excused, members of the PC shall notify the PC Chairperson, or Township Staff when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence.
- B. Members may be removed by the Township Board for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing.
- C. Following three consecutive absences or six within any 12-month period, the PC Chairperson shall present to the Township Board a recommendation for dismissal or continued service of a member.

SECTION 6: CONFLICT OF INTEREST

During the Declaration of Conflict of Interest portion of the agenda, PC member(s) shall disclose the potential conflict of interest to the full PC membership. Failure of a member to disclose a potential conflict of interest as required by these bylaws constitutes malfeasance in office.

Conflict of interest is defined as, and a PC member shall declare a conflict of interest and abstain from participating in PC deliberations and voting on a request, when:

- A.** An immediate family member is involved in any request for which the PC is asked to make a decision. "Immediate family member" is defined as a spouse, mother, father, sister, brother, son, or daughter, including an adopted child.
- B.** The PC member has a business or financial interest in the property involved in the request or has a business or financial interest in the applicant's company, agency or association.
- C.** The PC member owns, or has a financial interest in, property that is required to receive a notice of a public hearing as required by the Whitewater Township Zoning Ordinance on an application under consideration by the PC. A financial interest is herein defined as an ownership stake in an equity security or debt security issued by an entity, including the rights and obligations to acquire such an interest.
- D.** These guidelines shall be superseded when the "rule of necessity" is invoked.

If there is a question whether a conflict of interest exists or not, the question shall be put before the PC. Whether a conflict of interest exists or not shall be determined by a majority vote of the remaining members of the PC.

In the event that a conflict is declared, the member shall remove themselves from the meeting table until the agenda item is concluded.

SECTION 7: COMPENSATION

PC members will receive compensation on a per meeting basis as determined by the Township of Whitewater Board of Trustees. PC members may receive reimbursement for travel and expenses with recommendation by the PC and approval by the Township Board.

SECTION 8: EDUCATION

Members shall complete one training/educational program each year. Training may be provided when available at regular meetings of the PC by other PC members, the Planner or Zoning Administrator and will qualify as acceptable training. Additional training from professional or educational organizations is also encouraged.

SECTION 9: ORDER OF BUSINESS

The order of business shall be as follows:

1. Mic Check, Call to Order/Pledge of Allegiance
2. Roll Call of PC Members
3. Set/Adjust Meeting Agenda
4. Declaration of Conflict of Interest pertinent to agenda items
5. Public Comment – Any person shall be permitted to address a meeting of the PC. Public comments shall be carried out in accordance with the following rules and procedures:
 - a. Comments shall be directed to the PC, with questions directed to the Chair.
 - b. Any person wishing to address the PC shall speak from the lectern (or use raise hand feature if Zoom is being utilized) and state his/her name and address.
 - c. Persons may address the PC on matters that are relevant to Township planning and zoning issues.
 - d. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer a PC members' questions.
 - e. Public comment shall be limited to 3 minutes per person.
6. Public Hearing
 - a. Open public hearing/ state time.
 - b. Request those attending sign attendance sheet.
 - c. State date of public hearing notice publication and newspaper published in.
 - d. State purpose of public hearing.
 - e. Brief Introductory Presentation (Zoning Admin. Planner, Applicant/Agent, etc.).
 - f. Read any written comments received.
 - g. Receive public comment.
 - h. Close public hearing/state time.

Questions shall be addressed through the Chair during the public hearing. PC discussion and action shall take place after the public hearing is closed. Action may also take place at a subsequent PC meeting.
7. Approval of Minutes of Previous Meeting(s)
8. Correspondence
9. Reports/Presentations/Announcements/Comments
 - a. Zoning Administrator
 - b. Chair
 - c. Township Board Representative
 - d. ZBA Representative
 - e. Committee Reports
 - f. Additional Items
10. Unfinished Business
11. New Business
12. Next Meeting Agenda (Review action items, due dates, meeting date/time)
13. Public Comment
14. PC Discussion/Comments
15. Continuing Education (5-15 minutes at each meeting)
16. Adjournment

SECTION 10: EX-PARTE COMMUNICATIONS

Pursuant to the Open Meetings Act, a “meeting” is any gathering of a quorum of members of a governmental body to discuss, or take action on, official business or policy. The term “meeting” also applies to information-gathering and fact-finding sessions at any location where a quorum of members is present and discussions include a public business item. All meetings must be properly noticed and advertised pursuant to the Open Meetings Act.

Members of the PC may not email, text or engage in other forms of electronic communication during, or outside of formal meetings for the purpose of sharing information or asking questions related to any action item. Additionally, it is the policy of the PC to not take part in meetings of three or more PC members at any location with an applicant to discuss a pending action item. Such communication may constitute deliberations toward decision-making or an actual decision.

SECTION 11: SUBMITTAL DEADLINES

To facilitate timely action on agenda items, it is the policy of the PC to require complete applications, applicable fees and related supporting material to be submitted to the Zoning Administrator no less than ten working days before a scheduled PC meeting. This provides time to review material, determine its completeness, place it on the meeting agenda and include all relevant materials in the meeting packet. If changes, updates, or additional information related to application for an action item is provided less than ten working days before a PC meeting, the PC reserves the right to defer consideration of such additional or updated material to a subsequent meeting.

SECTION 12: MEETING PACKETS

To ensure that PC members and the public have adequate time to review the agenda, and supporting materials for an upcoming meeting, the PC will aim toward making meeting packets available by the close of business on the day that is one week before the meeting. Pursuant to Section 3A above, the packet should be available by 5 PM on the prior Wednesday.

SECTION 13: AMENDMENTS

These bylaws may be amended at any time following a recommendation of the majority of the membership of the PC and subsequent notification to the Township Board. It is the policy of the PC to review these by-laws in January of each year and thereafter, make necessary changes to maintain a relevant and useful set of rules of conduct and practice.

Whitewater Township

Battle Creek Natural Area
Management Plan

Adopted February 7, 2008
Amended October 12, 2010

Natural Area Study Committee

Bud Ward
June Janis, emeritus
Harry Janis, emeritus
Mary Anne Rivers-Friese
Dennis Leach - Vice chair
Maria Taylor
Bret Bell - Chairman
Scott Walker
Jim Curnow

Advisors

Larry Lake - Township Supervisor
Carol Hockin - Township Clerk & Parks
and Recreation Administrator
Todd Vigland - Grand Traverse Regional
Land Conservancy

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Site Description and General Information

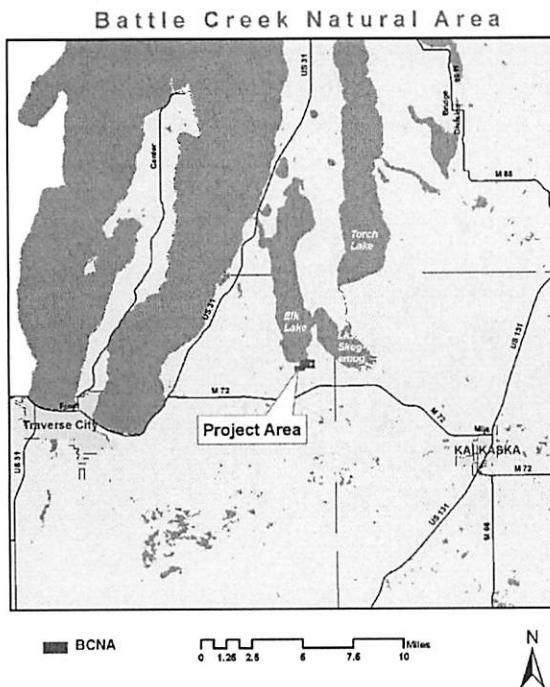
Whitewater Township has partnered with the Grand Traverse Regional Land Conservancy to acquire four parcels of high value wet lands at the South end of Elk Lake. The acquisition was made with the aid of a 75% matching grant from the Michigan Natural Resources Trust Fund (MNRTF). The property comprises 255 acres, with approximately 2300 feet of Elk Lake frontage, and is currently made up of four Parcels:

Parcel 13-126-006-00	80 Acres +/-
Parcel 13-126-004-00	55 Acres +/-
Parcel 13-126-003-20	31 Acres +/-
Parcel 13-126-003-00	89 Acres +/-

In addition Lossie Trail, acquired by Whitewater Township from Grand Traverse County in 1992, is incorporated in the scope of this management plan to provide two additional points of public access, as well as continuity. Lossie Trail is a 66 foot easement running in a West, Northwestern direction from Skegemog Point Road to Cook Road, adding approximately seven acres to the scope of the project.

Location

The Battle Creek Natural Area (Natural Area) is located approximately 3.5 miles northeast of Williamsburg. The property lies on the west side of Skegemog Point Road approximately one mile north of M-72.



Legal Descriptions

Former Moors Property:

A parcel of land situated in Whitewater Township, Grand Traverse County, Michigan, and more fully described as follows:

That part of the Northeast 1/4 of Section 26, Town 28 North, Range 9 West, described as:

Commencing at the East 1/4 corner of said section 26 for the point of beginning; thence South 00°48'25" West along the East line of said section and the centerline of Skegemog Point Road 660.76 feet; thence North 86°55'27" West 2709.21 feet to a point on the North and South 1/4 line of said section; thence North 00°52'33" East along said 1/4 line 673.84 feet to the center of said section; thence continuing North 00°52'33" East along said 1/4 line 1593.67 feet to a point on a traverse line along Elk Lake; thence North 67°02'53" East along said traverse 381.33 feet; thence North 56°45'39" East along said traverse 401.80 feet; thence South 42°56'37" East 197.07 feet; thence South 87°56'37" East 541.09 feet to a point on the East line of Government Lot 1; thence South 00°41'22" West along said East line 255.54 feet; thence South 87°54'25" East 1344.83 feet to a point on the East line of said section and the centerline of Skegemog Point Road; thence South 00°48'05" West along said East line and said centerline 812.60 feet; thence North 87°54'25" West 980.61 feet; thence North 23°31'41" West 75.65 feet; thence North 84°11'51" West 137.47 feet; thence South 87°32'27" West 217.11 feet; thence South 14°37'07" East 539.16 feet; thence South 42°23'24" East 163.79 feet; thence North 71°11'18" East 327.52 feet; thence South 87°54'25" East 326.43 feet; thence North 00°47'56" East 256.62 feet; thence South 87°54'25" East 475.04 feet to a point on the East line of said section and the centerline of Skegemog Point Road; thence South 00°48'05" West along said East line and said centerline 639.17 feet to the point of beginning; and containing 137.40 acres of land.

Subject to the rights of the Public over the Easterly 33 feet thereof as occupied by Skegemog Point Road.

Also subject to easements, right-of-ways, reservations and restrictions of record.

Also together with and subject to easement "A" described as follows:

A 66.00 feet wide easement for ingress and egress and the installation and maintenance of public and private utilities over and across part of the Northeast 1/4 of Section 26, Town 28 North, Range 9 West, the centerline of said easement being described as: Commencing at the Northeast corner of said section 26; thence South 00°48'05" West along the East line of said section and the centerline of Skegemog Point Road 1859.18 feet to the point of beginning of said easement centerline; thence South 83°47'33" West 75.00 feet; thence North 11°11'55" West 66.52 feet to the point of ending of said easement centerline.

Former Snowday Property:

The North 1/2 of the Southwest 1/4, Section 26, Town 28 North, Range 9 West, Whitewater Township, Grand Traverse County, Michigan.

ALSO the East 1200 feet of Government Lot 2, excepting those lands lying Northerly and Westerly of the following described lines: commencing at the West 1/4 corner of said Section

26; thence South 86°38'49" East along the East and West 1/4 line of said section 1452.74 feet; thence North 00°11'05" West 667.02 feet to the Point of Beginning of said lines; thence North 67°05'02" East 158.91 feet; to a point, more or less, in the center of the channel thence NORTH 340 feet plus or minus to the shore of Elk Lake for the Point of Ending of said lines; Section 26, Town 28 North, Range 9 West, Whitewater Township, Grand Traverse County, Michigan.

AND

Part of Government Lots 2 and 3, Section 26, Town 28 North, Range 9 West, Whitewater Township, Grand Traverse County, Michigan, more fully described as: Beginning at the Southeast corner of Lot 21 of the recorded plat of Clearwater Beach; thence North 13°51'16" West, 167.91 feet, (previously recorded as North 13°50' West, 168.00 feet) along the Easterly boundary of said plat to a point on a traverse line along the shore of Elk Lake; thence South 37°07'47" East, 10.00 feet, more or less, along said traverse line to a point on the centerthread of the Battle Creek inlet into Elk Lake and to the Point of Beginning; thence continuing South 37°07'47" East, 55.48 feet; thence north 72°06'28" East, 153.21 feet, along said traverse line; thence South 00°22'51" West, 268.43 feet, to a point on a traverse line within Battle Creek; thence South 55°47'13" west, 94.7 feet, more or less; along said creek traverse line to a point on said centerthread of the Battle Creek inlet into Elk Lake; thence Northerly along said centerthread to the Point of Beginning. Said parcel contains 0.8 acres, more or less. Including riparian rights to Elk Lake and Battle Creek. Subject to easement or restrictions, if any.

ADDITIONAL PROPERTY

A parcel of land situated in Whitewater Township, Grand Traverse County, Michigan, and more fully described as follows:

That part of the Northwest 1/4 of Section 26, Town 28 North, Range 9 West, described as: Commencing at the West 1/4 corner of said section 26; thence South 86°38'49" East along the East and West 1/4 line of said section 1246.21 feet to the point of beginning; thence North 00°39'23" West 566.02 feet; thence North 67°05'02" East 228.55 feet; thence South 00°11'05" East 667.02 feet to a point on said 1/4 line; thence North 86°38'49" West along said 1/4 line 206.53 feet to the point of beginning; and containing 2.95 acres of land.

Subject to easements, right-of-ways, reservations and restrictions of record.

Acquisition History

Whitewater Township was approved for a Michigan Natural Resources Trust Fund grant in December, 2003 to purchase the proposed Battle Creek Natural Area. The application originally totaled 500 acres among three separate property owners. The Grand Traverse Regional Land Conservancy assisted in negotiation with the landowners and temporarily secured the properties while financing was arranged by Whitewater Township. Agreement was reached with two of the three landowners on a total of 255.12 acres. The Township acquired the properties on March 28, 2007.

Tract Description and Ecological Information

Battle Creek is one of the largest and most important tributaries to Elk Lake. Resource protection associated with this proposal includes preservation of a variety of diverse habitats; vast ecological systems essential to continued water quality of Elk Lake and Grand Traverse Bay and scenic views from publicly accessible sites. This creek contributes approximately six billion gallons of clean water to Elk Lake. For comparison, 180 billion gallons of water flow over the dam at Elk Lake from the entire 500 square mile Chain of Lakes watershed. Battle Creek is especially important to water quality because of the size and quality of the wetland complex surrounding it. Wetlands provide numerous functions and values, including flood control, water quality protection and wildlife habitat. Most streamside wetlands are fed by groundwater discharge. Discharged water flows through the wetland to the stream and is filtered by it. Continuous supply of clean, cold water is important to the fishery, as evidenced by the fact that Battle Creek is a DNR-designated trout stream. Further, the capacity of wetlands to hold and filter large amounts of water during heavy rain events is vitally important to water quality as increased development adds increasing amounts of impervious surfaces to the watershed. In fact, the wetlands on these properties were identified by the Tip of the Mitt Watershed Council as some of the most valuable wetlands in the Elk Lake watershed in a 1994 study. Upland forest and grasslands found on the properties provide significant ecological diversity and habitat for game and non-game species. Further, the upland areas provide a buffer between the fragile wetlands and development along Skegemog Point Road.

Exceptional habitat and wildlife viewing opportunities are found throughout the proposed Natural Area. Observed on the property are the northern goshawk and American bittern, both of which are listed as species of *special concern* in Michigan, and the Red-shouldered hawk and Caspian tern, both of which are listed as *threatened*. The north-south orientation of Battle Creek and associated habitat provides an important corridor for neo-tropical migrating songbirds. Dead snags and open grassland provide excellent habitat for raptors hunting the property for rodents and other prey species. The large pond at the south end of Elk Lake is an important and productive nesting area for waterfowl, including green- and blue-winged teal, wood ducks, mallards, scaup, shovelers and an occasional black duck.

The majority of the property is designated as an important deer wintering yard. These winter yards provide critical thermal protection, food and cover for white-tailed deer during winters. Loss of this habitat through logging and/or development along Lossie Road could have implications for the health and quality of the regional deer population. Wetland habitats on the property boast diverse vegetative species.

Please see attached observed plant and avian lists in Appendix B

Human-made Features

The parcels making up the Property are in relatively natural condition. The few human-made features existing on the property include:

- Huebner Pond – located on the southern portion of the former Moors property. The date of the damming of the stream for creation of the pond is unknown. Steel plates line the pond side of the earthen dam. Wooden boards above an outflow pipe regulates water level in the Pond.

- Waterfowl Hunting blind on Huebner Pond – located on the northern shore of the Pond
- Various deer hunting blinds on former Moors property
- Bridge spanning former mouth of Battle Creek at Elk Lake
- Footbridge spanning Battle Creek along Lossie Road Nature Trail

Management Objectives

MNRTF Requirements

The Michigan Natural Resources Trust Fund (MNRTF), in place since 1976, provides financial assistance to local governments and the Department of Natural Resources (DNR) to purchase land or rights in land for public recreation or protection of land because of its environmental importance or its scenic beauty. MNRTF requirements include (for a full description of MNRTF requirements, see Land Acquisition Project Agreement #TF03-206):

- Make project area open to the public for public recreation including hunting, fishing, wildlife viewing, etc.
- Provide access trails to Elk Lake, Battle Creek, linkage to Lossie Road Nature Trail and interior of property to accommodate public recreation opportunities, including scenic viewing of Elk Lake
- Provide viewing platform/deck near Elk Lake for scenic viewing
- Grantee must erect a plaque on the entry sign of the project which designates the project as having been acquired with the assistance of the MNRTF
- Grantee may not develop any rights acquired by the grantee in coal, oil, gas, sand gravel or any other minerals in, on or under the lands in the project area in perpetuity
- Make project area and any facilities located thereon and the land and water access open to the open to the public within 90 days of the date of acquisition and to keep them open to the public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability

Unique Natural Features

Huebner Pond and Dam

The pond is located on the southern portion of the former Moors property and was created by the damming of an unnamed tributary of Battle Creek. The pond was annually stocked with trout by previous landowners, though predators routinely reduced fish population.

The pond is maintained by an earthen dam which is reinforced by steel plates. Water level is manually regulated via removable steel extensions of the outflow pipe. An access lid can be removed to adjust the steel extensions for pond level management. A bench exists above the access lid. The pond sustains heavy submerged vegetation which occasionally clogs the outflow pipe.

A hunting blind lies on the northern shore of the pond. The blind is currently in relatively good and operable condition.

The pond and dam shall be maintained and enhanced for scenic viewing. Enhancements shall include:

- Upgrading the access to the outflow pipe for public safety purposes. Concern exists that a person could fall into the outflow pipe and sustain injury. The access lid shall be modified to accommodate a locking mechanism so that the outflow pipe and extensions can only be accessed and manipulated by authorized personnel. A caution sign shall be placed at the outflow. The bench located above the outflow pipe shall be removed.
- Benches shall be located along the perimeter of the pond for quiet scenic viewing opportunities.
- The hunting blind shall remain in place for wildlife viewing purposes. Annual evaluation of the condition of the blind shall be performed. The blind shall be removed upon the determination that the blind is no longer safe for access.
- Swimming shall be prohibited in the pond.

Battle Creek

Battle Creek is designated by the MDNR as a trout stream and is one of the largest tributaries of Elk Lake, contributing approximately six billion gallons annually. The creek flows in a northerly direction through the Natural Area before widening in a pond near the shoreline of Elk Lake. The former outlet to Elk Lake has been closed via accumulation of sand. Current outflow to the lake occurs at a large beaver dam located on the Elk Lake shoreline approximately 800' east of the former outlet. A previous owner of the waterfront parcel erected a bridge spanning the mouth of the creek.

Preservation of the high quality of Battle Creek is the principal goal and shall drive management decisions. As such, the following specific management activities are recommended:

- The creek is currently non-navigable from Elk Lake and no improvements to the outflow shall be made for navigation purposes
- The bridge spanning the former (silted-in) mouth of the creek shall have a barrier at mid span than can be opened for emergency access. The barrier shall be signed indicating it is the boundary of the Natural Area and private property beyond.
- The footbridge spanning the creek along Lossie Road Nature Trail shall be maintained or replaced if necessary to provide safe crossing of the creek.

Pond at mouth of Battle Creek

Battle Creek widens into a large pond prior to flowing into Elk Lake. The pond provides rich habitat and breeding grounds for a wide variety of wildlife including fish (particularly perch), waterfowl, amphibians and reptiles. As mentioned earlier in this report, the former outflow has been closed by accumulation of sand. Current outflow to the lake occurs at a large beaver dam located on the Elk Lake shoreline approximately 800' east of the former outlet.

Upon concern for fish movement from Elk Lake to the pond, MDNR Fisheries Biologist Todd Kalish visited the site to assess fish movement conditions. Mr. Kalish indicated that Elk Lake does not have sufficient submerged vegetation to foster fish breeding and rearing and that the pond is vitally important to the Elk Lake fishery for these purposes. Likewise a sufficient channel between the water bodies sufficient fish movement must be provided. Mr. Kalish found that an adequate channel currently exists at site of the beaver dam for movement of fish between the two water bodies. Mr. Kalish suggested annual monitoring of the channel to assure effective fish passage. In a subsequent phone conversation on Nov. 27, 2007, Mr. Kalish indicated that monitoring in the fall of each year, during "base flow" (low water) conditions, would yield the

most accurate depth of the channel. The minimum desirable dimensions for the channel is 6" depth by 2'-3' width. A second monitoring in the spring of each year may be advantageous for confirming the channel dimensions considering ice and beaver activity over the winter.

Preservation of the pond for wildlife habitat and scenic viewing is a prominent goal. Access to the pond from the south is extremely difficult due to extensive wetlands. Likewise, the most reasonable access to the shoreline and pond is via Elk Lake. Due to sensitivity of the shoreline and the desire to provide a minimal impact, quiet recreational opportunity, access to the shoreline and vicinity of pond shall be provided for short-stay only. Camping, partying and other activities disruptive to the quiet enjoyment of the Natural Area by visitors and neighbors' own properties shall be prohibited. Signage to this effect shall be installed on the shoreline.

Wetlands

As described earlier in this Plan, wetlands associated with the Natural Area are of vital importance to the project and Elk Lake. Wetlands on the Natural Area shall be protected to the highest degree possible while accommodating minimal public access requirements. Trails, boardwalks and viewing platforms shall be designed and constructed to have minimal impact on the wetland while accommodating sufficient access.

Plantation Red Pine

Red pines were established on the former Moors property along Skegemog Point Road. The pines provide a pleasant border along the road and timber management opportunity. A parking area is proposed within the pines just north of the driveway which leads to the former Moors property.

The plantation shall be managed per MDNR Forester recommendation. It is anticipated that thinning of the pines will be necessary for overall stand improvement. Harvested wood could be used for firewood sale at Whitewater Township Park. Tops and limbs can be chipped for trail maintenance.

A parking area shall be established within the pine plantation and north of the 66' access easement which is described in the legal description of this report.

Upland Forest

Upland forest exists on a large portion of the former Moors property. Existing trails within the forest provide good access to multiple areas of the Natural Area. Additional trails within upland areas would enhance the recreational experience by provision of "loop" trails versus existing "out-and-back" trails. Proposed new trails are identified on the attached Trails Map.

Management of the forest within this sub-area shall focus on trail development and maintenance and public safety.

Shoreline

The shoreline on Elk Lake is one of the most striking features of the Natural Area. The approximately one-half mile of frontage on Elk Lake represents one of the longest undeveloped shorelines remaining on Elk Lake. The shoreline is low and forested and offers expansive views. Whitewater Township Park, located on the southwestern shore of Elk Lake, provides a boat

launch and improvements for numerous recreational activities. The relatively close proximity of Whitewater Township Park lessens the need to provide additional boat access and higher-impact activities on this fragile shoreline. Additional boat launches are also available at Fairview Road (northern tip of Skegemog Point) and Baggs Road (approximately one mile east of the Natural Area).

Intended use of the shoreline is for quiet enjoyment. Due to significant wetlands, access to the shoreline shall be via boat and a spur of the trail leading to a small (e.g. 8'x10') deck near Elk Lake. Camping and activities contrary to the quiet enjoyment of the shoreline by visitors and neighbors' own properties shall be prohibited. Signage to this effect shall be installed.

The Township's application to the MNRTF (to which the Township is bound) includes provision of a small (e.g. 8'x10') viewing deck at shore of Elk Lake (see attached Trails Map for location). The viewing deck shall be located near the shoreline and shall provide a scenic viewing opportunity of Elk Lake.

Archaeological Sensitive Areas

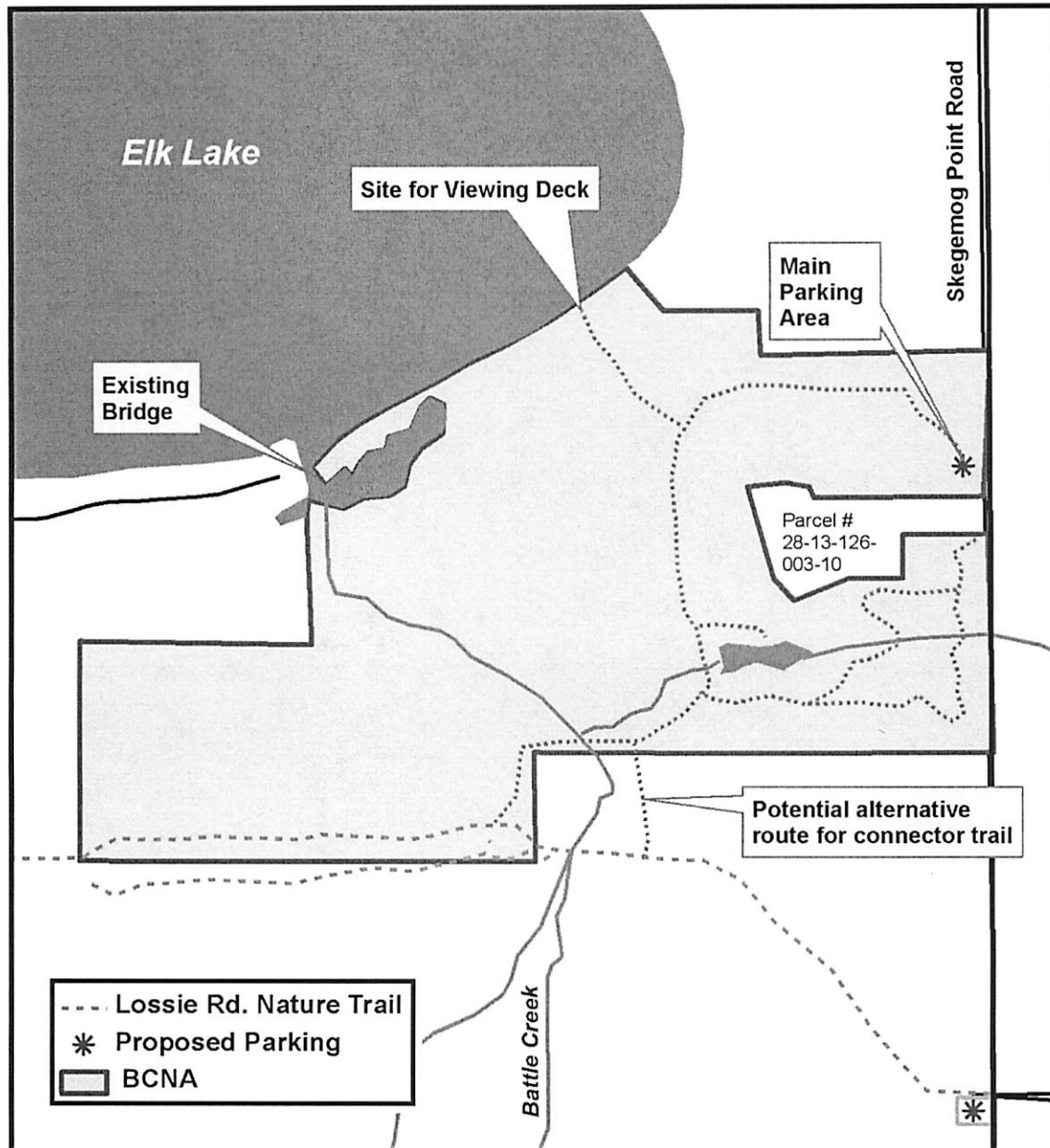
Given history of Native American habitation of Skegemog Point, potential exists that archaeological sites may exist on the Natural Area. It is recommended that an assessment of the Natural Area be performed to determine if sites of archaeological importance exist.

Recreational Opportunities

Trails

Trails shall be provided to link significant portions of the Natural Area and provide high quality recreational experience. It is intended that new trails may be added to existing trails to enhance recreational opportunities and complete a "loop" trail (as opposed to the existing "out-and-back" trail layout). Also necessary is a connector trail from the former Moors property to Lossie Road Nature Trail. Potential trails are shown on the following map.

Battle Creek Natural Area



0 250 500 1,000 1,500 2,000 Feet

Lossie Road Nature Trail

The Lossie Road Nature Trail is a former Grand Traverse County Road granted to Whitewater Township in 1992. The trail was granted to Whitewater Township for use as a nature trail and consists of a 66' wide Right-of-Way. The Lossie Road Nature Trail shall be considered a part of the Battle Creek Natural Area. The trail extends from Skegemog Point Road to Cook Road and follows what may be an elevated ancient shoreline of Elk Lake. This high, narrow, sandy ridge parallels the current shoreline of Elk Lake and supports stands of massive white pines as well as dense stands of hemlock and poplar. Lossie Road Nature Trail splits into two routes on either edge of the ridge, resulting in an existing loop system and unique hiking experiences on each side.

It is not known if the official route of Lossie Road Nature Trail follows the currently used path, though the route was surveyed in 1992. The proper route for the trail shall be determined utilizing the existing survey. Subsequent clearing and maintenance shall follow the proper route. Maintenance (primarily clearing of live branches, downed vegetation and re-routing of the trail around downed trees) has primarily been conducted by trail users. The Township shall take responsibility for or make arrangement for such maintenance.

Lossie Road Nature Trail shall be utilized for passive recreational use by the public including hiking, skiing and wildlife viewing. Such use shall be non-motorized. However, motorized vehicles may be used for maintenance activities by authorized persons.

Lossie Road Nature Trail crosses Battle Creek via a narrow footbridge. A safe crossing of the creek shall be provided. The existing footbridge shall be assessed as to whether it is suitable in its current design, dimension and state of repair for safe crossing of the creek by the general public and by occasional off-road vehicles for authorized maintenance activities.

It is desired that a trail be established that connects Lossie Road Nature Trail to the trails on the Natural Area. Two alternatives have been discussed:

1. Trail across Township-owned property. This option would require boardwalk across predominantly wet areas.
2. Trail across parcel #28-13-126-007-00 (privately owned) which is higher in elevation and better drained than alternative 1. It would be necessary to acquire a portion of this parcel or negotiate a trail easement from the landowner to accommodate the trail.

Parking shall be provided at each end of trail as described in the Special Management Issues Portion of this Plan.

View Platform

The Township's application to the MNRTF (to which it is bound) includes provision of a small (e.g. 8'x10') deck for scenic viewing near Elk Lake. The intent of the viewing deck is to provide a high quality viewing experience of Elk Lake. Given the fragile shoreline along Elk Lake, the deck would also serve to contain pedestrians to it, potentially via railings and management of vegetation around it to discourage unauthorized trails. The following criteria shall be employed in choosing a site for the deck:

- high quality scenic viewing experience of Elk Lake
- protective of wetlands and shoreline
- protective of view to and from neighboring landowner properties
- quiet enjoyment of neighbors' own properties
- avoid becoming an "attraction" for higher impact activities via visiting boats

Shoreline

As mentioned earlier in this Plan, the shoreline on Elk Lake is one of the most striking features of the Natural Area. The approximately one-half mile of frontage on Elk Lake represents one of the longest undeveloped shorelines remaining on Elk Lake. The shoreline is low and forested and offers expansive views. Whitewater Township Park, located on the southwestern shore of Elk Lake, provides a boat launch and improvements for numerous recreational activities, lessening the need to provide additional boat access and higher-impact activities on this fragile shoreline.

Intended use of the shoreline is for quiet enjoyment. Due to significant wetlands, access to the shoreline shall be via boat and a spur of the trail leading to a small (e.g. 8'x10') deck near Elk Lake. Camping and activities contrary to the quiet enjoyment of the shoreline by visitors and neighboring property owners shall be prohibited. Signage to this effect shall be installed.

Hunting

Hunting shall be allowed on the property per MDNRE rules and regulations. Safety zones include all areas within 150 yards (450 feet) of an occupied building, house, cabin, or any barn or other building used in a farm operation in which hunting shall be prohibited. Further hunting shall not take place directly from established trails.

Fishing

Fishing shall be allowed on the property and waterbodies and streams thereon per MDNR rules and regulations.

Special Management Issues

Parking

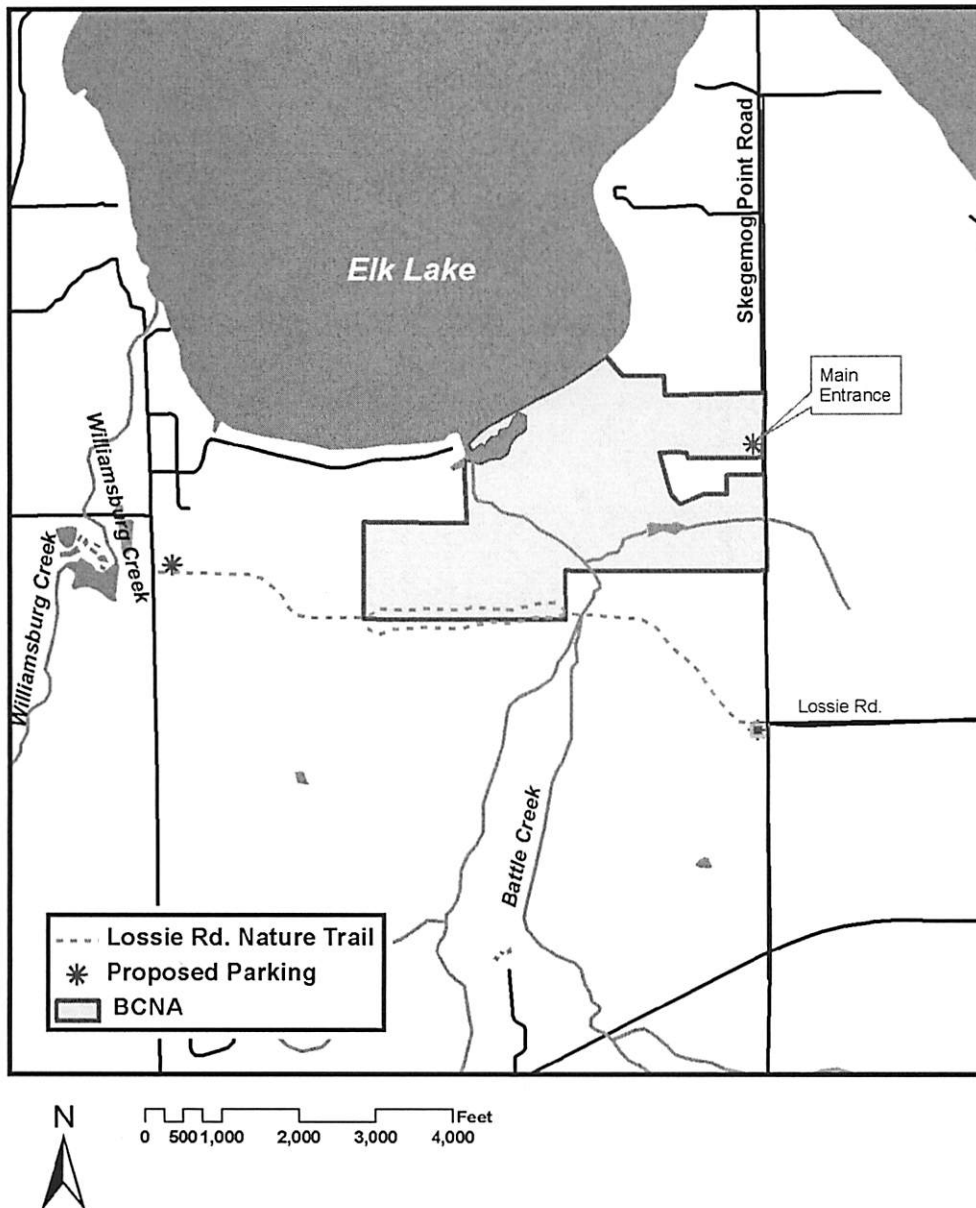
Parking shall be provided at three locations, all of which are shown on the attached Proposed Parking Areas map:

1. Main Entrance: A 66' ingress/egress easement was granted to the Township along the former Moors driveway for access to the Natural Area. The driveway currently services the former Moors residence, now owned by Scott and Polly Walker. Please see the attached survey. The parking area shall be located on Township property lying north of the Walker driveway and within the red pine plantation. The parking area shall be designed to accommodate four to six cars and include dimensions suitable for turning and parking and minimize clearing of trees.
2. West of Skegemog Point along Lossie Road Nature Trail: A site shall be selected along Lossie Road Nature Trail for the parking of three cars. The nature trail lies within a 66' Right-of-Way. Alternatively potential exists to acquire a small parcel of land owned by Elk Rapids School (Tax ID # 28-13-135-001-10) on which to locate the parking area. Said parcel is relatively level and dry and would provide additional space for location of a suitable parking area. Acquisition of the Elk Rapids School parcel is recommended.

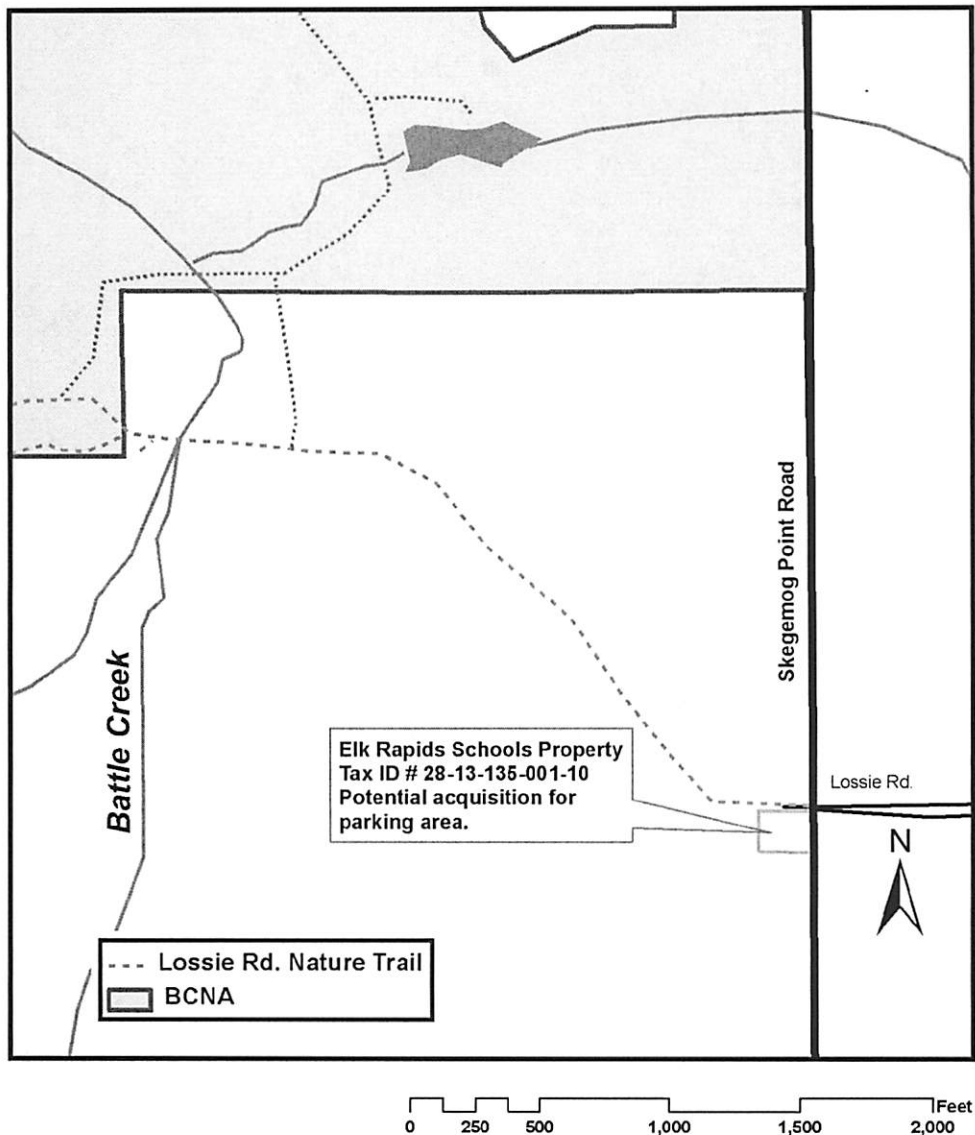
3. East of Cook Road along Lossie Road Nature Trail: A site shall be selected along Lossie Road Nature Trail for the parking of three cars within the 66' wide Right-of-Way. The selection of the site shall take into consideration minimization of impact on neighboring properties.

Gates or other barriers shall be erected to prevent vehicular use of Lossie Road Nature Trail or the Natural Area by unauthorized persons.

Proposed Parking Areas



Elk Rapids Schools Parcel



Boundaries

Each corner of the Natural Area shall be located and marked with a permanent, easily-visible post. Additionally, the perimeter boundary of the Natural Area shall be marked with labels (indicating Natural Area Boundary) and attached to naturally-colored posts. The intent behind boundary markers is to inform users of the Natural Area boundaries and prevent trespass to neighboring lands. Said boundary markers shall be located at 50' to 300' intervals, depending on level of use and sight lines along the specific boundary.

Trash

No trash receptacles will be provided at the Natural Area. Visitors to the Natural Area will be reminded via signage to “pack out” all garbage. However staff or volunteers from the Whitewater Township Park and Recreation staff or volunteers will visit the Natural Area to check on the condition of the Natural Area and remove discarded items.

Protection of Neighbors

The Township intends to be a “good neighbor” to adjacent property owners through its ownership and management of the Natural Area. The Township aims to manage the Natural Area according to its obligations under its project agreement with the Michigan Natural Resources Trust Fund (e.g. provision of public access and hunting) while protecting for the quiet enjoyment of neighbors’ own properties. Likewise, the Township shall consider impacts to neighboring properties as a criterion in making management decisions.

Six specific neighborhood interfaces have been currently identified:

1. Main Entrance. Public access to parking area on the former Moors property shall be provided on a portion of the driveway leading to the Walker property (property # 28-13-126-003-11). This right was granted to the Township via an access easement as described in Warranty Deed recorded at 2007R-06203 in the Grand Traverse County Record. Said easement was granted to the Township due to challenging sight-distance issues for turning onto and from Skegemog Point Road. The Township intends to improve the shared portion of the driveway to lessen maintenance impact to the landowner. Further, the Township shall coordinate with the landowner and Grand Traverse County Road Commission for installation of a “Hidden Driveway” sign along the Skegemog Point ROW.
2. View Platform at Elk Lake. The Township shall site said view platform in such a location that meets the MNRTF requirement of providing scenic viewing of Elk Lake while providing for the quiet enjoyment of neighboring properties (e.g. 10’-20’ from shoreline of lake). It shall use existing vegetation or provide vegetation to screen views to and from private property to the east. To avoid becoming an on-shore attraction, the platform shall be screened from views from Elk Lake.
3. Natural Area Boundaries. Boundaries shall be clearly marked to inform users of Natural Area boundaries. Boundary markers shall be placed at 50’-300’ intervals, depending on site intensity of use and probability of boundary encroachment at specific areas. The intent is to prevent trespass and unauthorized hunting on adjacent private property by Natural Area users.
4. Parking for Lossie Road Nature Trail. The Township shall contain parking within the 66’ Right-of-Way on the east and west ends of Lossie Road Nature Trail to minimize impact on adjacent properties. Further, it shall explore the possibility of acquiring the Elk Rapids School property (Tax ID # 28-13-135-001-10) on which to locate the parking area. Excessive noise, loitering, dumping, etc. will not be tolerated at any of the parking areas.
5. Former Snowday Bridge. The bridge spanning the former mouth of Battle Creek shall have a barrier at mid span than can be opened for emergency access. Probably two pipe posts and a chain or welded pipe gate with lock. The intent is to prevent trespass from the Natural Area to the neighboring private property. The barrier will be marked with an appropriate sign. The bridge should also be posted with caution signage.

6. **Allow access for adjoining property owners.** Landowners adjacent to Lossie Road Nature Trail have historically used and maintained the trail through removal of overgrown vegetation and maintenance of the footbridge crossing Battle Creek. In some cases, landowners have used off-road-vehicles (ORVs) to perform said maintenance. The Township may provide permission on a case-by-case basis to individuals for use of ORVs for maintenance of the Lossie Road Nature Trail and Natural Area.

Signage

A variety of signage is necessary at the Natural Area to inform the public of amenities, provide safe and enjoyable recreational experiences and to protect neighbors from unwanted or unintentional trespass by users of the Natural Area. Current needs for signage include:

- A MNRTF plaque must be included on the park entry sign identifying the site as available for public use as designating the project as one that has been acquired with the assistance of the MNRTF.
- Main Entrance sign: it is anticipated that a majority of users will access the Natural Area via the northern parking area on Skegemog Point Road (shared Walker property driveway). The sign shall be clearly visible from Skegemog Point Road to both north- and south-bound traffic. It may be necessary to obtain permission from the Grand Traverse County Road Commission to locate the sign within the Right-of-Way of Skegemog Point Road.
- Directional sign at Main Entrance: a sign shall be erected that clearly directs vehicular traffic north to the main parking area and which prohibits trespass onto private property. The intent is to prevent trespass onto the Walker property (property # 28-13-126-003-11) and to contain all vehicles to the main parking area. A gate currently marks the western extent of the Township's access easement and the entrance to the Walker property. The location of this gate may be a suitable site for the directional sign.
- Kiosk at main entrance: a kiosk shall be installed at the trailhead leading from the main parking area. The information on the kiosk shall include Natural Area rules, warning about snakes, a map or maps and acknowledgement of MNRTF and other partners in acquisition of the site.
- Lossie Road Nature Trail parking areas: signs shall be erected indicating the parking areas at the east and west portions of Nature Trail directing vehicles to intended parking locations and include rules for use of the Nature Trail and Natural Area.
- Natural Area boundaries: the boundaries of the Natural Area shall be clearly marked with signs which state that the user has reached the boundary and that trespass onto adjacent private property is prohibited. Boundary signs shall be placed at 50'-300' intervals, depending on site intensity of use, sight lines, and probability of boundary encroachment at specific areas. The intent is to prevent trespass and unauthorized hunting on adjacent private property by Natural Area users.
- Waterfront: signs shall be placed at the Viewing Platform and along the Elk Lake shoreline (visible to users accessing the Natural Area from the water) stating the rules of use of the waterfront and warnings as needed.
- Trail intersections: it may be necessary to provide simple signs at trail intersections to direct trail users.

Rules for Use

The Battle Creek Natural Area is open to the public for passive public recreation and hunting. As such, please observe the following:

1. Quiet enjoyment of the Natural Area is expressly encouraged. Please respect the privacy of neighboring property owners.
2. Do not cross Natural Area boundaries. Adjacent properties are private and trespass or unauthorized hunting is strictly prohibited.
3. Do not hunt directly from trails.
4. Park only in designated parking areas.
5. Pack out trash.
6. No motorized vehicles, except for emergency and authorized maintenance vehicles.
7. No grills or open fires.
8. No camping.
9. No removal of natural materials.
10. Only Type 1 (Portable Ground Blind) as defined by the Michigan DNRE is allowed. This blind must be clearly portable and removed at the end of each day's hunt. *

*Amended 10/12/10

Implementation Plan

Upon approval of the Management Plan, the Township shall create a budget and timeline for necessary improvements. Following is a preliminary timeline for such improvements:

2008:

- Signage (at least temporary) indicating location of main parking area, directional signage for main parking area
- Boundaries: corner posts and boundary markers at intervals of 50' to 300' as described herein
- Adopt Management Plan and create budget for improvements
- Erect barrier at mid span than can be opened for emergency access on the Snowday Bridge as further described on page 15.
- Arrange financing of acquisition and construction of necessary improvements, including applying for grants. Some grants (e.g. MNRTF Development grant) may be reimbursement grants.
- Construct main parking area and kiosk
- Mow or otherwise mark trails
- Secure outflow pipe at Huebner Pond, remove bench at dam, install benches for viewing of pond
- Determine official route of Lossie Road Nature Trail
- Explore and negotiate acquisition of Elk Rapids Schools parcel for parking at east end of Lossie Road Nature Trail
- Construct parking areas at east and west ends of Lossie Road Nature Trail

2009:

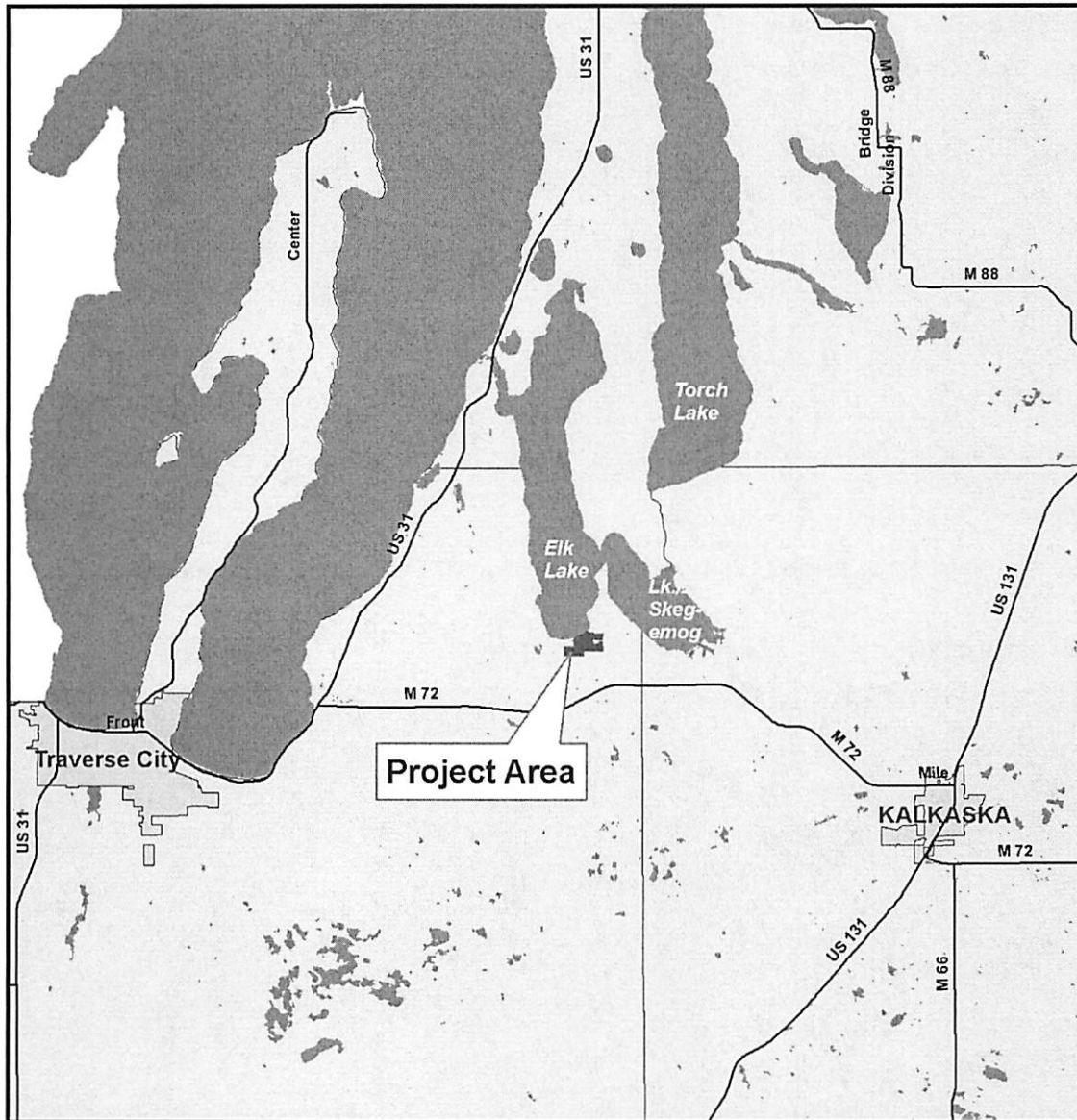
- Construct connector trail from Natural Area to Lossie Road Nature Trail

Ongoing:

- Whitewater Township Park and Recreation Staff or Volunteers will perform maintenance activities
- Seasonal clean up of Natural Area as needed
- Trail, sign maintenance
- Evaluation of recreational needs, use, rules, overall management plan
- Monitoring of channel for fish passage between Battle Creek and Elk Lake
- Many of the trails and enjoyable areas of the 255 acres have been maintained by local friends and neighbors. The study committee recommends an invitation to these friends and neighbors to continue to participate in managing and making recommendations to the Township Board. Toward that end it is the recommendation of the committee to form a "Friends of the BCNA" organization to answer to the board.
- Explore and negotiate acquisition of land or trail easement for connector from Natural Area to Lossie Road Nature Trail

Appendix A - Location, Topographic, and Plat Maps

Battle Creek Natural Area

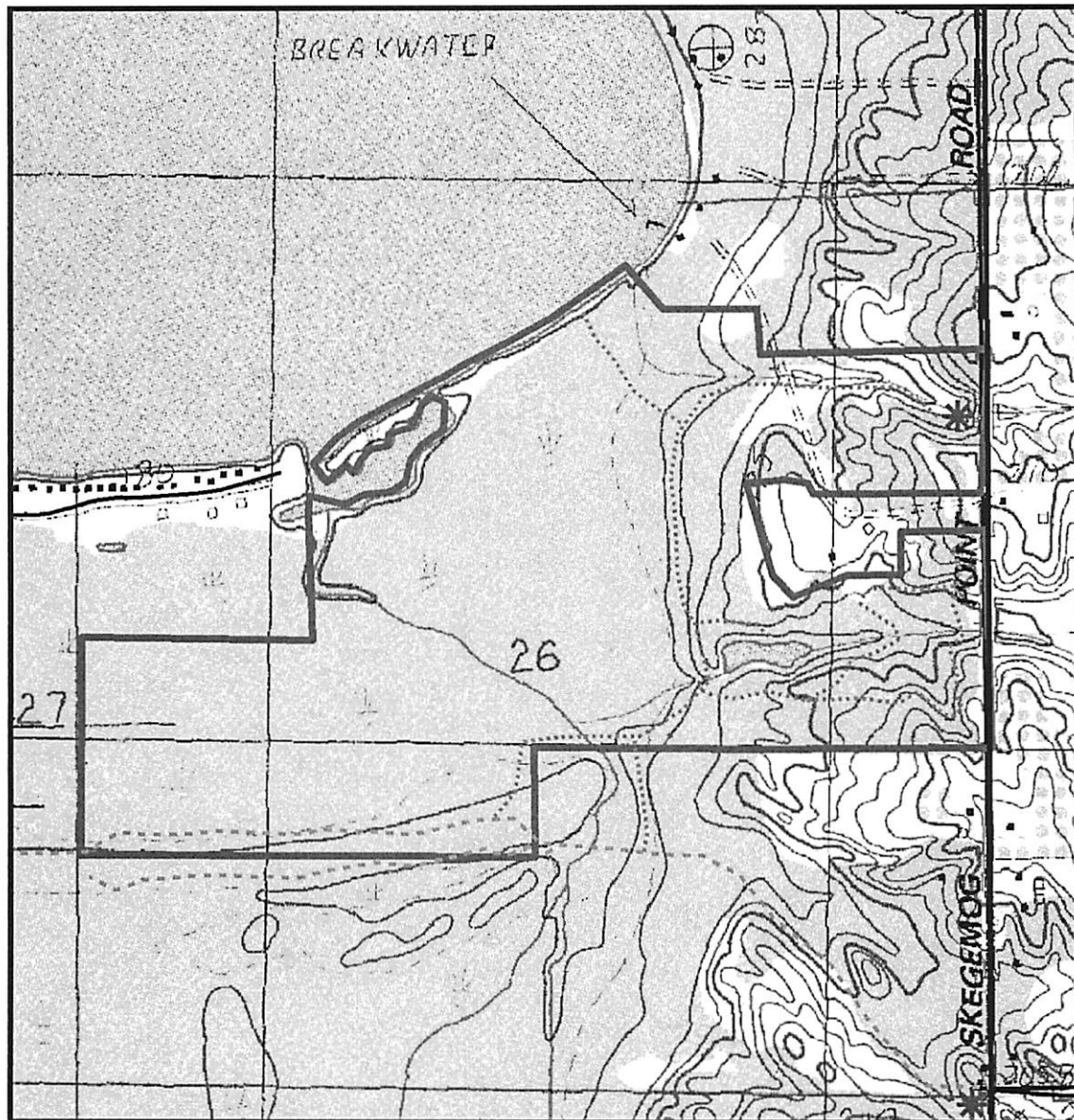


BCNA

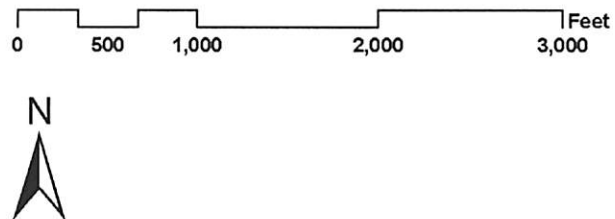
0 1.25 2.5 5 7.5 10 Miles



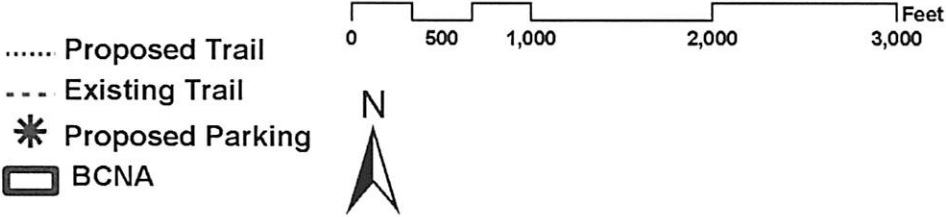
Battle Creek Natural Area



- Proposed Trail
- Existing Trail
- * Proposed Parking
- BCNA



Battle Creek Natural Area



Appendix B

Flora and Fauna of the Battle Creek Natural Area

Lists provided are living documents and are subject to additament upon acquisition of new information regarding the status of species presence at site.

Plant species inventory

Preliminary inventory of flora at proposed Battle Creek Natural Area

Compiled by Abby Mahan, Preserve Stewardship Specialist, GTRLC July, 2003

Family	Species	Common Name	C
Pinaceae	Abies balsamea	Balsam Fir	3
Aceraceae	Acer rubrum	Red Maple	1
Aceraceae	Acer saccharum	Sugar Maple	5
Ranunculaceae	Actaea pachypoda	White Baneberry	7
Rosaceae	Agrimonia striata	Woodland Agrimony	3
Betulaceae	Alnus rugosa	Speckled Alder	5
Ranunculaceae	Aquilegia canadensis	Wild Columbine	5
Araliaceae	Aralia nudicalis	Wild Sarsaparilla	5
Araceae	Arisaema triphyllum	Jack-in-the-pulpit	5
Asclepiadaceae	Asclepias incarnata	Swamp Milkweed	6
Compositae	Aster macrophyllus	Large-leaved Aster	4
Cruciferae	Berteroa incana	Hoary Alyssum	N
Betulaceae	Betula papyrifera	White Birch	2
Ranunculaceae	Caltha palustris	Marsh-marigold	6
Campanulaceae	Campanula aparinoides	Marsh Bellflower	7
Cyperaceae	Carex vulpinoidea	Sedge	1
Compositae	Chrysanthemum leucanthemum	Ox-eye Daisy	N
Onagraceae	Circaea lutetiana	Enchanter's Nightshade	2
Cyperaceae	Cladium mariscoides	Twig-rush	10
Ranunculaceae	Clematis virginiana	Virgin's Bower	4
Cornaceae	Cornus amomum	Silky Dogwood	2
Cornaceae	Cornus canadensis	Bunchberry	6
Cornaceae	Cornus stolonifera	Red-osier Dogwood	2
Orchidaceae	Cypripedium acaule	Ladyslipper	5
Gramineae	Dactylis glomerata	Orchard Grass	N
Lythraceae	Decodon verticillata	Swamp Loosestrife	7
Ericaceae	Epigaea repens	Trailing-arbutus	7
Orchidaceae	Epipactis helleborine	Helleborine	N
Compositae	Erigeron philadelphicus	Common Fleabane	2
Compositae	Eupatorium maculatum	Joe-pye-weed	4

Compositae	Eupatorium perfoliatum	Boneset	4
Rosaceae	Fragaria vesca	Woodland Strawberry	2
Oleaceae	Fraxinus americana	White Ash	5
Oleaceae	Fraxinus nigra	Black Ash	6
Ericaceae	Gaultheria procumbens	Wintergreen	5
Rosaceae	Geum rivale	Water Aven	7
Polypodiaceae	Gymnocarpium dryopteris	Oak Fern	5
Compositae	Hieracium aurantiacum	Orange Hawkweed	N
Compositae	Hieracium piloselloides	Yellow Hawkweed	N
Guttiferae	Hypericum ascyron	Giant St. John's-wort	8
Guttiferae	Hypericum kalmianum	Kalm's St. John's-wort	10
Guttiferae	Hypericum perforatum	Common St. John's-wort	N
Balsaminaceae	Impatiens capensis	Spotted Touch-me-not	2
Iridaceae	Iris versicolor	Blue Flag Iris	5
Pinaceae	Larix laricina	Tamarack	5
Campanulaceae	Lobelia kalmii	Brook Lobelia	10
Caprifoliaceae	Lonicera canadensis	Fly Honeysuckle	5
Labiatae	Lycopus americanus	Water Horehound	2
Labiatae	Lycopus uniflorus	Northern Bugleweed	2
Primulaceae	Lysimachia terrestris	Swamp Candles	6
Primulaceae	Lysimachia thrysiflora	Tufted Loosestrife	6
Liliaceae	Maianthemum canadense	Canada Mayflower	4
Labiatae	Mentha arvensis	Wild Mint	3
Rubiaceae	Mitchella repens	Partridge-berry	5
Polypodiaceae	Onoclea sensibilis	Sensitive Fern	2
Osmundaceae	Osmunda regalis	Royal Fern	5
Vitaceae	Parthenocissus quinquefolia	Virginia Creeper	5
Gramineae	Phleum pratense	Timothy	N
Urticaceae	Pilea pumila	Clearweed	5
Pinaceae	Pinus strobus	White Pine	3
Polygalaceae	Polygala paucifolia	Fringed Polygala	7
Salicaceae	Populus grandidentata	Bigtooth Aspen	4
Rosaceae	Potentilla fruticosa	Shrubby Cinquefoil	10
Compositae	Prenanthes alba	White Lettuce	5
Labiatae	Prunella vulgaris	Heal-all	0
Rosaceae	Prunus serotina	Black Cherry	2
Polypodiaceae	Pteridium aquilinum	Bracken	0
Fagaceae	Quercus rubra	Red Oak	5
Ranunculaceae	Ranunculus acris	Tall Buttercup	N
Ranunculaceae	Ranunculus hispidus	Swamp Buttercup	5
Rhamnaceae	Rhamnus alnifolia	Alder-leaved Buckthorn	8

Rosaceae	Rosa palustris	Swamp Rose	5
Rosaceae	Rubus alleghaniensis	Common Blackberry	1
Rosaceae	Rubus pubescens	Dwarf Raspberry	4
Compositae	Rudbeckia hirta	Black-eyed Susam	1
Polygonaceae	Rumex orbiculatus	Great Water Dock	9
Salicaceae	Salix candida	Sage Willow	9
Caprifoliaceae	Sambucus racemosa	Red-berried Elder	3
Cyperaceae	Scirpus atrovirens	Bulrush	3
Cyperaceae	Scirpus pendulus	Bulrush	3
Cyperaceae	Shoenoplectus acutus	Hardstem Bulrush	5
Solanaceae	Solanum dulcamara	Nightshade	N
Rosaceae	Spiraea alba	Meadow-sweet	4
Polypodiaceae	Thelypteris palustris	Marsh Fern	2
Cupressaceae	Thuja occidentalis	White-cedar	4
Anacardiaceae	Toxicodendron radicans	Poison-ivy	2
Primulaceae	Trientalis borealis	Star-flower	5
Pinaceae	Tsuga canadensis	Hemlock	5
Typhaceae	Typha latifolia	Common Cat-tail	1
Ericaceae	Vaccinium angustifolium	Low Sweet Blueberry	4
Ericaceae	Vaccinium corymbosum	High-bush Blueberry	6
Violaceae	Viola cucullata	Marsh Blue Violet	5
Vitaceae	Vitis riparia	Riverbank Grape	3

Floristic Quality Index

A Floristic Quality Assessment (FQA) was developed by the Michigan Department of Natural Resources to aid in determining the natural significance of a piece of property. Each plant in the state has been designated with a coefficient of conservatism (C) ranging from 0-10, or N representing non-native flora, defining the probability that the area the plant was located in remains in its natural state. A value of 10 would represent a sensitive plant that tolerates little to no human disturbance, indicating an unaltered, untouched habitat, while a value of 0 would indicate that it is found in extremely disturbed habitats. Using the C values and number of plants present (n) a Floristic Quality Index (FQI) is calculated. An FQI of less than 20 demonstrates minimal natural significance, while an FQI higher than 35 demonstrates statewide significance, and an FQI higher than 50 represents a very rare and naturally significant area. I did not calculate an FQI for this property because the floral inventory was only preliminary but did include the C value for each plant to indicate something about that plant.

KETTLEWELL -SNOWDAY -MOORS -AVIAN SURVEY 2003 4-27-03 THRU 7-24-03

	4-27-03			5-9-03	
52	Caspian Tern	2	71	Common Yellowthroat **	1
	Wood Ducks	4	72	Spotted Sandpiper *	3
53	Green Heron **	1	73	Rough-winged Swallow *	2
	Yellow-rumped Warbler	30	74	Baltimore Oriole **	1
54	Palm Warbler	1			
55	Sharp-shinned Hawk *	1		5-10-03	
56	Barn Swallow **	1	75	Rose-breasted Grosbeak **	1
			76	White-crowned Sparrow	2
	4-29-03		77	Gr.-crested Flycatcher **	1
57	Northern Waterthrush **	2	78	Scarlet Tanager **	1
58	Blue-winged Teal	5	79	Solitary Sandpiper	1
59	Sandhill Crane	1	80	Eastern Kingbird **	1
60	Virginia Rail **	3	81	Yellow Warbler **	1
61	American Kestrel *	2	82	Ovenbird **	1
	(beaver)			Nashville Warbler	7
	(muskrat)				
	(raccoon)			5-13-03	
	(cottontail rabbit)		83	Least Flycatcher *	1
			84	Black-billed Cuckoo *	1
	4-30-03			Ovenbird	5
	Palm Warbler	12		Black & White Warbler	4
	5-2-03				
62	White-throated Sparrow **	2		5-15-03	
63	Gadwal	1	85	Grey Catbird **	1
	Red-breasted Nuthatch	3	86	Bay-breasted Warbler	1
			87	Canada Warbler *	1
	5-4-03				
64	Brown Thrasher *	1		5-16-03	
65	Ring-billed Gull	2	88	American Bittern	1
66	Black & White Warbler **	1			
67	Dbl-crested Cormorant	2		5-17-03	
	Wood Duck	12	89	Wilson's Warbler	1
			90	Veery **	1
	5-7-03			Hermit thrush	7
68	Blk-throated Green Warbler **	1			
697	Nashville Warbler **	4		<i>Survey by Bob Carstens</i>	
0	Blue-headed Vireo *	1			
	Northern Flicker	5		<i>All species listed have been observed</i>	
	White-throated Sparrow	4		<i>perched on a limb, on the ground, or</i>	
	Winter Wren	5		<i>swimming. Flyovers are listed as such.</i>	
	Northern Waterthrush	3			
	** breeding			* possibly breeding	

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Appendix C

MNRTF Documents

MNRTF Application
Project Agreement and Amendments

Memo

To: Whitewater Township Board of Trustees

CC: None

Date: 3.31.2023

Re: Ordinance Enforcement Ad Copy -

Board Members –

Zoning enforcement and the lack thereof in Whitewater Township is a concern that has been developing for a while now. Late summer early fall of 2022 the Board had the decade old Whitewater Township Code Enforcement Policy & Procedure Manual reviewed by legal to begin enforcement protocols. Mr. Bob Hall of Certified Zoning Services (CZS) informed the Board of Trustees of his limited involvement in the process. This business item is to learn what the direction the Board wants to follow to find an outlet for these needs.

The independent contractor method has been a stepping stone for the Township and I believe is still the preferred method of zoning administration/enforcement. To begin an enforcement program, I ask the Board to consider two additional days per month of Bob Hall's time to assist with this significant undertaking in his 2023/2024 service agreement which will renew in in early June. An email has been to Mr. Hall confirming his availability and/or interest in the proposal. I also recommend we generate ad copy looking for vendors for these services. A proposed Ordinance Enforcement Officer (OEO) job description and job posting verbiage is provided for Board review, modification, and approval. The 2023/2024 budget did include funding for ordinance enforcement. Depending upon response levels that figure may have to be adjusted.

Motion One: Motion to request two additional days per month of CZS time in the 2023/2024 agreement to begin an ordinance enforcement program.

Motion Two: Motion to approve Ordinance Enforcement Officer Job Description as amended.

Motion Three: Motion requesting the Clerk's office to issue an ecopy purchaser order to the Elk Rapids News for ad copy placement as presented not to exceed \$100.00

Motion Four: Motion requesting the Clerk's Office to issue an ecopy purchase order to the Traverse City Record Eagle for ad copy as presented not to exceed \$400.00

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. J. [unclear]", written in a cursive style.

Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township

Whitewater Township Ordinance Enforcement Officer Job Description

General Description

The Ordinance Enforcement Officer shall:

1. Be responsible for the enforcement of the township zoning and general ordinances, precisely as written.
2. Work collaboratively with the Zoning Administrator to increase voluntary compliancy with Whitewater Township Ordinances.

Qualifications

1. Knowledge of northern rural Michigan's unique assets and problems, especially those of Whitewater Township or similar sized townships.
2. Knowledge of Michigan statutes pertaining to township zoning and general ordinances, civil infraction, and circuit court processes.
3. Ability to work and communicate with elected, appointed officials and the public with appropriate etiquette and diplomacy.
4. Possess adequate writing and computer skills to perform the duties of the job.
5. Ability to understand and interpret plans, diagrams, blueprints, and specifications.
6. Ability to pay close attention to details; to organize, prioritize, and work independently; to schedule and produce work on a timely basis.
7. Possess a valid driver's license to meet travel requirements and be able to make site inspections during all seasons.
8. Computer and Microsoft Office Suite proficiency.

Physical Demands

Good general health. The work is light with some walking, standing, stooping and crouching. Visual acuity is important.

Work Environment

This job will expose the employee to outside weather conditions from time to time.

Salary

Salary shall be set by the Whitewater Township Board.

Hours of Work

The Ordinance Enforcement Officer shall be considered an independent contractor (part-time employee), working a flexible schedule up to 24 hours per week providing at least four hours per week of "Office Hours".

Typical Duties Include, But Are Not Limited To:

1. Review correspondence from the Zoning Administrator for compliance issues with the provisions of the township zoning and/or general ordinances.
2. Investigate all completed Code Enforcement Complaint Forms verifying alleged violations of the township zoning and/or general ordinance, enforcing corrective measures when required, and approved by the Township Board.
3. Assist as needed the zoning administrator and/or planning commission with compliancy recommendations and agenda items.
4. Attend meetings of the planning commission, and township board as needed.
5. Testify as necessary at public and judicial hearings.
6. Prepare a monthly written report and an annual report; submit the report for the township board to the township supervisor eleven (11) days prior to the regular board meeting.
7. Use acceptable township accounting standards to, prepare a pay period timesheet, and invoice/expense report, remitted to the clerk's schedule.
8. Maintain a receipt book for all monies collected on behalf of the township, remitted to the treasure's schedule.
9. Submit invoices and expense vouchers to the township clerk following the policies and procedures established by the township board.
10. Propose solutions to any problems encountered in ordinance enforcement.

I have read the above job description and fully understand the conditions set forth therein. I will perform these duties to the best of my knowledge and ability.

Signature: _____ Date: _____

Ordinance Enforcement Officer Whitewater Township, Grand Traverse County, is seeking a qualified individual or independent contractor to serve as Ordinance Enforcement Officer. Interested candidates should submit their letter of interest and/or resume' with salary requirements to resumewwt@gmail.com with OEO in the subject line by May 1, 2023. Direct other questions to email Supervisorwhitewater@gmail.com or phone at the Supervisor's Office (231) 267-5141 Ext. 23.

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 3.31.2023
Re: Roland Oosterhouse

Board Members –

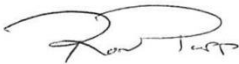
Late in 2021 Mr. Roland Oosterhouse responded to placement of non-motorized trail signs being posted at the west and east ends of the Lossie Road Nature Trail with a claim of prescriptive easement. A copy of his 2021 presentation is provided.

A long process to confirm the proper steps were taken between the Road Commission and the Township during the 1990's relinquishment process began. Several weeks into the review, the idea occurred to me that Township had completed the necessary steps to receive the relinquished right of way from the Grand Traverse County Road Commission and it was up to Oosterhouse to prove otherwise. Oosterhouse has since requested to use a portion of the Lossie Road Nature Trail as a personal driveway for a proposed house on a parcel of land that has been assigned a Skegemog Point Road address by Grand Traverse County. In January of 2023 the Township Board authorized a letter to Oosterhouse requesting he find an alternative route for his driveway.

Oosterhouse has since retained counsel and is continuing his assault on the Lossie Road Nature Trail which is part of the Whitewater Township Park System for his personal benefit. A copy of his complaint is attached. This business item is for direction from the Board as to their wish to protect the park system.

Motion One: Motion to schedule a closed session with Township legal to discuss options regarding protection of all park land from similar claims of easement.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township

Memo

To: Whitewater Township Board

From: Ron Popp, Supervisor

CC: None

Date: 10.27.2021

Re: Lossie Road Trail – Non-Motorized

Board Members,

Mr. Rolland Oosterhouse, has submitted a few pages of information regarding prescriptive easements for the Township Board to review. If you will recall Mr. Oosterhouse first contacted the Whitewater Township Board via his attorney regarding the placement of Non-Motorized Trail signs on the Lossie Road Nature Trail (LRNT). The Township reached out to Attorney Chris Patterson to determine the best way to resolve the issue and how we could generate an easement document so all adjoining land owners could have motorized access the LRNT. Since that initial contact with Attorney Patterson, Trustee Vollmuth and I have been reading over minutes from the very beginning of Lossie Road, about 1934, to current times. Like the recent library ownership issue in Elk Rapids, situations occur, mistakes happen, that give rise to question authority of an easement. This is the very item Mr. Patterson wants addressed before he provides a path forward.

Mr. Oosterhouse's presentation material follows:

Respectfully submitted,



Ron Popp

Supervisor, Whitewater Township



received
10.25.2021
LAP

Warner Norcross + Judd

MARCH 21, 2018

MSC rules that prescriptive easements vest automatically and “run with the land” to future parcel owners


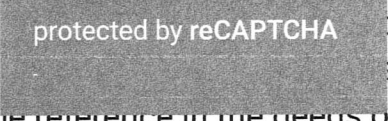


Gerville-Réache, Gaëtan | *Real Property*



A prescriptive easement arises in a manner similar to adverse possession—after 15 years of open, continuous, notorious, and adverse use. In the landmark decision of *Marlette Auto Wash, LLC v. Van Dyke SC Properties, LLC*, No. 153979, the Michigan Supreme Court put to rest all doubts that a prescriptive easement vests automatically after 15 years, regardless of whether the adverse user ever took legal action to claim the easement. Once the 15 years has run, the easement vests and runs with the land, like any express easement, even if it is not mentioned in any deed or reflected in the chain of title.

For 23 years, the car wash on the corner of M-53 and Euclid in the village of Marlette used the parking lot of an adjacent development for customer access to its car wash bays. The car wash sat on a parcel originally owned by Bernard and Evelyn Zyrowski, which was split from a larger parcel. The car wash was established on the smaller corner parcel abutting M-53 and Euclid in 1989 by B & J Investment, whose owners were Bernard Zyrowski and his son James. The remaining parcel was conveyed to Marlette Development in March 1990 and developed as a parking lot and shopping center. For more than 15 years, the car wash’s customers used the shopping center parking lot to access the car wash. In 2000, B & J Investment closed the street-side entrance to the parcel by constructing a car wash bay on that side of the parcel, and the village of Marlette completed the closure by curbing the old entrance. That left the adjacent parking lot as the only practical entrance. In April 2005, B & J Investment sold the car wash to Lipka Investments, which defaulted on its mortgage 17 months later and gave the bank’s property-holding entity a deed in lieu of foreclosure. Six months later, Marlette Auto Wash purchased the property.

Six years later, the story takes an interesting turn. In May of 2013, Van Dyke SC Properties, LLC,

whose sole owner was James Zyrowski (prior owner of the car wash), purchased the shopping center and parking lot. Shortly after renovations concluded in November, Zyrowski “made clear that unless plaintiff contributed \$1,500 per month to support the overall maintenance of the parking lot, defendant would park trailers at the property line, closing off access to the car wash.” Marlette Auto Wash refused and, after finding snow banks across the entrance to the car wash, sued to quiet title. After a bench trial, the Sanilac Circuit Court concluded that a prescriptive easement had vested in 2005 and run with the la  protected by reCAPTCHA  Wash. The Court of Appeals reversed, holding that no presci  Privacy - Terms  the Marlette Auto Wash had failed to establish “privity of estate by some reference in the deeds or a parole statement regarding the easement at the time of sale. The Court of Appeals further opined that, while a property interest acquired through adverse possession vests when the statutory period expires and not when the action is brought, Marlette’s claim failed because “no previous owner of the car wash asserted a claim of prescriptive easement with regard to [Van Dyke’s] property.” It held that this requirement was obviated only when the easement was used for “many years” beyond the 15-year prescriptive period.

The Michigan Supreme Court reversed. Relying on two prior decisions, one from the 1920s and one from the 1950s, the Court held, “when a claimant can demonstrate that a predecessor-in-interest met the requirements for the establishment of a prescriptive easement, the vested easement transfers to subsequent property owners in the chain of title without the obligation to show privity of estate.” The Court further explained that “when the property has been adversely used in excess of the prescriptive period for a substantial period of time, the burden shifts to the servient estate owner to show that the use was merely permissive.” But the “many years” rule “is not germane to whether the proponent of the easement is required to establish privity of estate with a predecessor in the proponent’s chain of title under whose ownership a prescriptive easement had vested.” Finally, nothing in the case law the Court of Appeals relied on “requires that a prior property owner assert a legal claim in order for a prescriptive easement to vest.” Though defendant raised the specter of secret easements that “spring to life” many decades later, the court was not concerned. Van Dyke—whose owner had established the easement—could certainly make no claim that the easement was secret, and multiple doctrines—such as the bona fide purchase rule—precluded easements from sneaking up on unwary purchasers of the property.

Disclaimer: Warner Norcross & Judd LLP represented the prevailing party in this case.

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received
10.25.2021
R.P.

Mr. Patterson –

Because of attachment file size I am transmitting this correspondence via Gmail and Google drive. Do not use or save this email address for future correspondence. Please use my supervisor@whitewatertownship.org for all future correspondence.

In the early 1990's Whitewater Township petitioned the Grand Traverse County Road Commission to relinquish a section of the Lossie Road right of way which was part of a March 7, 1934 taking under Public Act 283 of 1909. The portion of right of way requested by the Township was never improved to become a road and existed from 1934 until the early 1990s as an unmarked two tracked used year round by off road vehicles and pedestrian traffic alike.

Sometime after the right of way was relinquished to the Township, it became part of the park system we see today as a 66' wide by some 9,000 foot linear walking park named the Lossie Road Nature Trail (LRNT) and like all the other parks in Whitewater Township is non-motorized. Over the years, there has been various reports of ATV/ORV use, followed by periods of stricter enforcement to stop it. LRNT is located in a low area encompassed by even lower (swampy) area to the north, with some upland to the south. It incorporates a small foot bridge to cross the Battle Creek at a section of the creek with multiple fingers. These elements are likely why the easement was never developed as a road and precisely why many enjoy it as a nature trail. A few months ago, you drafted some agreements involving Westerly portion of the LRNT and the Miami Beach Road Association. To clarify, we are talking about the entire trail for this exercise.

Recently and in response to trail damage observations caused by ATV/ORV usage, Non-Motorized Only signs were installed at both the west and east entrances of the park. The signs have created quite the stir with adjacent land owners. In one case, Mr. Rolland Oosterhouse, (see his attorney's letter attached) has plans of building on his land and claims to need the park (trail) as his driveway.

The Whitewater Township Board met on 10.13.2020 to discuss the most recent sign developments and heard commentary by a couple of additional adjacent land owners disenchanted with the signs. I suspect an equal or greater number of comments will arise from supporters of the non-

motorized designation as we move through this process. The Board shares a consensus with the adjacent land owner's about their property rights to the land under the easement and agree they should have unrestricted access. I also believe the consensus extends to this access being transferable including land division. I recommended a sort of easement agreement to convey, or in this case solidify access rights that may already exist to LRNT not enjoyed by the general public. The Board was not supportive in creating new deeds for the adjoining property owners so, they would be left to make any changes to their existing deeds referencing whatever conveyance method you recommend.


I think it important for all involved to look forward a few generations to see the possible impact transferable, land division access and the development it could foster may have on LRNT and its eventual end as a nature trail. While none of the current adjoining landowners have development aspirations to that extent, or want to negatively impact the park, future owners may eye something a bit more robust. An agreement without limits could certainly bring about the end to quiet enjoyment of the public land.


To help draw a better picture, I will attempt to share two google drive files too large to send via email. One file is an overhead image created by Grand Traverse County GIS and does a great job at depicting current adjacent landowners and how the LRNT impacts their land. The second is a soils map that aids in delineating the low and uplands of the area. The file containing the business item discussed at our 10.13.2020 Township Board Meeting (NB 2 – Lossie Road Trail Review NonMotorized Designation Update) includes a site inspection report of Mr. Oosterhouse's property by Zoning Administrator Bob Hall, and a letter from Mr. Oosterhouse's attorney, Mr. Joseph R. Zayaz dated October 1, 2020.

Please provide the Township with any insight and recommendations for granting/confirming motorized access for the adjoining lands. For questions, please feel free to contact me at 231-267-5141 Ext. 23 or by cell phone at 231-409-5059.

Thank you,
Ron Popp

 [NB 2 - Lossie Road Trail Review Nonmotorized De...](#)

 [Corr 6 - Popp ltr 10.1.20 re taking Lossie Road...](#)

 [Lossie_road_centerline_soils.pdf](#)

 [Lossie_road_centerline.pdf](#)



Ron Popp <supervisorwhitewater@gmail.com>

FW: Roland Oosterhouse- Lossie Road/Trail

1 message

Christopher Patterson <cpatterson@fsbirlaw.com>

Fri, Mar 24, 2023 at 12:14 PM

To: Ron Popp <supervisorwhitewater@gmail.com>, "Cheryl A. Goss" <clerk@whitewatertownship.org>

Cc: Matthew Kuschel <MKuschel@fsbirlaw.com>, Jamy Staffeld <jstaffeld@fsbirlaw.com>

Ron and Cheryl:

See attached letter from counsel for Mr. Oosterhouse. We haven't discussed this issue for some time. It is my understanding that we have not taken any activity to directly stop use by Mr. Oosterhouse but the Township has historically challenged his right to use the property. Note that the letter indicates that the Township has historically encouraged Mr. Oosterhouse's use of Lossie Trail, as has the County. We have looked at this issue over several years, and my memory is that we have never seen correspondence between the County or Township historically discussing Mr. Oosterhouse's use. I would recommend that we identify historical information we would like to understand and request a meeting with Mr. Oosterhouse's counsel to fully understand the information they are relying upon in providing us this letter.

Also note that if no resolution can be reached, this letter indicates that Mr. Oosterhouse would act against the Township to either perfect his alleged right in the road or be compensated for depriving him of use of the road. That may mean that other solutions are also of value to discuss, such as any interest in providing money to build a different road for him, etc.

If you have other thoughts on how you want us to proceed on behalf of the Township or want us to discuss with the Board, please let me know.

Sincerely,

Chris



Christopher S. Patterson

Member • Fahey Schultz Burzych Rhodes

Direct: 517.381.3205 • Cell: 269.744.4807

Office: 517.381.0100 • Fax: 517.381.3185

fsbirlaw.com • cpatterson@fsbirlaw.com

[4151 Okemos Road, Okemos, MI 48864 USA](#)

▼ U.S. News & World Report Ranked Best Law Firm

From: Angie Ross <aross@nmichlaw.com>
Sent: Friday, March 24, 2023 11:58 AM
To: Christopher Patterson <cpatterson@fsbrlaw.com>
Cc: Joe Zayaz <jzayaz@nmichlaw.com>
Subject: re: Roland Oosterhouse- Lossie Road/Trail

Hello Mr. Patterson-

Attached please find a letter from Joseph Zayaz in regard to the above referenced matter, for your information and attention. A hard copy is not being mailed.

Thank you,



Angie Ross

Legal Assistant to Joseph C. Fisher and Joseph R. Zayaz

Alward, Fisher, Rice, Rowe & Graf, PLC
[412 S. Union Street](#)
Traverse City, MI 49684

Direct Line (231) 346-5404
Office (231) 346-5400
Fax (231) 941-9679
www.nmichlaw.com



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THIS LAW FIRM IS A DEBT COLLECTOR AND ANY INFORMATION OBTAINED DURING THE COURSE OF THIS COMMUNICATION WILL BE USED FOR THAT PURPOSE.



Patterson ltr 3.24.23 re taking.pdf
424K

ALWARD FISHER RICE
ROWE & GRAF

ATTORNEYS AT LAW

412 S. UNION STREET
TRAVERSE CITY, MI 49684
Phone (231) 346-5400
Facsimile (231) 941-9679

WWW.NMICH LAW.COM

E-mail: jayaz@nmichlaw.com
Direct: (231) 346-5414

March 24, 2023

Via Email Transmission

Christopher S. Patterson
Fahey Schultz Burzych Rhodes
4151 Okemos Road
Okemos, MI 48864
cpatterson@fsbirlaw.com

Re: Roland Oosterhouse
7185 Skegamog Point Road
Parcel No. 28-13-126-012-20

Dear Mr. Patterson:

This office represents Roland Oosterhouse regarding his property located at 7185 Skegemog Point Road. Mr. Oosterhouse has forwarded your letter dated January 12, 2023 for response. Mr. Oosterhouse previously notified Whitewater Township in a letter dated October 1, 2020, of his rights regarding Lossie Road/Trail. Specifically, Mr. Oosterhouse explained to Whitewater Township that Lossie Road was the only way to access his property and that by prohibiting vehicular traffic on the portion of Lossie Road my client needs to access his property, the Township was executing a taking without just compensation, in violation of the Michigan and United States Constitutions. My client maintains this position. It is worth noting that Mr. Oosterhouse has been using his property for over 15 years to develop walnut trees for future harvest of both walnuts and lumber. Therefore, if the Township decides to take away the access to his property, the damage to Mr. Oosterhouse will be substantial.

The Michigan Supreme Court holds that, "It has long been decided law in this State that an abutting owner's right of access to a public street or alley is an interest in the land concerned." *Thom v State Highway Commissioner*, 376 Mich. 608, 619 (1965). In fact, the Court classified the right of access as an "indefeasible right." *Id.* at 618. Therefore, according to the Court, "It follows that when a government unit injures that right of access, it injures a property interest, and that injury ... constitutes a 'taking' for which just compensation is constitutionally required." *Id.* at 619. Here, there is little question under Michigan law that the Township's act of designating Lossie Road as a trail and prohibiting vehicular traffic, not only injures but eliminates Mr. Oosterhouse and his neighbors' right of access to their property. It is therefore a taking and entitles them to fair compensation.

Christopher S. Patterson
March 24, 2023
Page 2 of 2

Further, Mr. Oosterhouse and his predecessors in interest have been using Lossie Road to access their property for well over the 15 years needed to establish a prescriptive easement. This is activity that both Grand Traverse County, when the road was a seasonal road, and Whitewater Township, not only permitted but encouraged. Again, this is the only way to access these properties. It is well settled in Michigan that a prescriptive easement vests after fifteen years with or without action by the easement holders. *Marlette Auto Wash, LLC v Van Dyke SC Properties, LLC*, 501 Mich. 192 (2018). Therefore, due to the long-standing use by Mr. Oosterhouse and his predecessors in interest, Mr. Oosterhouse enjoys easement rights over Lossie Road. And, part of his right is to use Lossie Road to access his property using motorized vehicles as he has always done.

Therefore, Mr. Oosterhouse intends to continue to exercise his rights to use Lossie Road as he historically has. If the Township prohibits Mr. Oosterhouse from doing so, then he will seek to enforce his rights in court, which will include either recognition of his right to use Lossie Road, or compensation for taking private property. Mr. Oosterhouse is, however, open to alternative solutions and would welcome a chance to discuss this issue with the Township before proceeding any further towards litigation. Thank you for your consideration.

Sincerely,

ALWARD, FISHER, RICE, ROWE & GRAF, P.L.C.

A handwritten signature in black ink that reads "Joseph R. Zayaz". The signature is written in a cursive style with a small "1/2" written above the first "J".

Joseph R. Zayaz

JRZ

cc: Mr. Roland Oosterhouse

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 3-31-2023
Re: 2023 Road Brine Agreement -

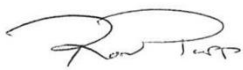
Board Members,

The 2023 brine agreements have been sent and are presented below. I recommend the Board take a very close look at the Road list to control the costs.

Pending Board discussion, the following motion is made.

Motion: Motion to authorize the Clerk and Supervisor to execute the annual County Road Improvement Agreement (brine agreement) between Whitewater Township and the Grand Traverses County Road Commission for the 2023/2024 fiscal year capped at two (2) applications or \$37,116.00 total expenditure, which-ever is MORE.

Respectfully submitted,



Ron Popp

Supervisor, Whitewater Township



COUNTY ROAD IMPROVEMENT AGREEMENT BETWEEN
THE GRAND TRAVERSE COUNTY ROAD COMMISSION AND WHITEWATER TOWNSHIP

Mineral Brine

	Miles	Estimated Cost	GTCRC 50%	Twp 50%/ALL
County Maintained	19.48	\$29,128.44	\$14,564.22	\$14,564.22
Non County	18.79	\$28,096.69		\$28,096.69
Undefined	0.50	\$747.65		\$747.65
Total Miles	38.77			
Grand Total				\$43,408.56

(The formula for the estimated cost is $1900 * 0.787 * \text{Amt of Miles}$)

- _____ Whitewater Township has chosen _____ (number) applications of brine.
_____ Whitewater Township has chosen not to brine.
_____ The road list has been reviewed and there are no changes. **(please initial)**

The Board of County Road Commissioners' policy is to provide a 50% match for two (2) brine applications on county maintained gravel roads, with the Township paying 50%. The Township will pay 100% for all seasonal, public access roads requested and for any additional applications after two (2).

This proposal is for the summer of 2023. Please return by April 28, 2023 to schedule the first application. The first application is expected to take place towards the middle to end of May. The second application will be towards the middle to end of July. Both applications are weather permitting.

*The above amounts are based on the 2023 bid and are close approximations of costs to be incurred. Invoices will be based on actual costs billed to GTCRC which may vary from the estimates above.

Enclosed are road listings/approximated distances and maps of the areas to be brined. If any discrepancies are discovered, please contact us at your earliest convenience.

PLEASE CHOOSE THE ROADS YOUR TOWNSHIP WOULD LIKE BRINE APPLIED TO AND HOW MANY APPLICATIONS. PLEASE NOTE - DISTANCE COULD BE DIFFERENT THAN IN YEARS PAST, DUE TO OUR IMPROVEMENT IN MAPPING AND ACCURACY.

Township Supervisor

Dated

Township Clerk

Dated

Manager, GTCRC

Dated

Grand Traverse County Road Commission
Township Brining 2023

Road Name	Destination 1 (From)	Desination 2 (To)	Legal System	Township	Seasonal	All Total	Historical Totals	Custom Totals	1st Application	2nd Application
Broomhead Road	Farrell Rd	Samels Rd	County Local	Whitewater Twp	No	0.50				
Bunker Hill Rd	Williamsburg Rd	Township Line	County Local	Whitewater Twp	No	2.29	2.29			
Crisp Rd	Williamsburgs Rd	Arnold Rd	County Local	Whitewater Twp	No	1.50	1.50			
Drake Lane	Skegemog Point Rd	Kardees Rd/Start of Pavement	County Local	Whitewater Twp	No	0.12	0.12			
Farrell Rd	Broomhead Rd	Hursh Rd	County Local	Whitewater Twp	No	0.50	0.50			
Gay Rd	Munro Rd	Elk Lake Rd	County Local	Whitewater Twp	No	0.50	0.50			
Guernsey Lake Rd	N Broomhead Rd	Seasonal Rd	County Local	Whitewater Twp	No	0.54	0.54			
Hursh Rd	N Broomhead Rd	Farrell Rd	County Local	Whitewater Twp	No	0.49	0.49			
Lackey Rd	Truax Lake Rd	Township Line	County Local	Whitewater Twp	No	0.87	0.87			
Lake Side Trl	End of Pavement	End	County Local	Whitewater Twp	No	0.36	0.36			
Lossie Rd	Skegmog Point Rd	Township Line	County Local	Whitewater Twp	No	0.99	0.99			
Moore Rd	Bunker Hill Rd	Start of Pavement	County Local	Whitewater Twp	No	2.37	2.37			
N Broomhead Rd	North Branch Rd	Samels Rd	County Local	Whitewater Twp	No	4.65	4.65			
Park Rd	Merrill Ridge Dr	West to End	County Local	Whitewater Twp	No	1.05	1.05			
Sand Lakes Rd	N Broomhead Rd	Private Road	County Local	Whitewater Twp	No	0.38	0.38			
Townline Rd	Elk Lake Rd	End	County Local	Whitewater Twp	No	0.44	0.44			
Vinton Rd	O Dell Rd	Seasonal Rd Sign	County Local	Whitewater Twp	No	0.48	0.48			
Watson Rd	Skegemog Point Rd	Seasonal Rd Sign	County Local	Whitewater Twp	No	0.59	0.59			
Whitney Rd	Viton Rd	Brown Bear Trl	County Local	Whitewater Twp	No	0.87	0.87			
Boat Launch	Bagg-Lakeside Trl	Turnaround	Undefined	Whitewater Twp	No	0.06	0.06			
Park Rd	County Road End	Turnaround	Undefined	Whitewater Twp	No	0.44	0.44			
Bowman Rd	Lackey Rd	END	County Local	Whitewater Twp	Yes	0.54				
Dead Horse Rd	Supply Rd	N Broomhead Rd	County Local	Whitewater Twp	Yes	2.17				
Diagonal Rd	N Broomhead Rd	Williamsburg Rd	County Local	Whitewater Twp	Yes	2.23				
Guernsey Lake Rd	Start of Seasonal Rd Sign	N River Rd/ County Line	County Local	Whitewater Twp	Yes	0.53				
Hursh Rd	N Broomhead Rd	End	County Local	Whitewater Twp	Yes	0.32				
N Muncie Lake Rd	Supply Rd	Twp Line	County Local	Whitewater Twp	Yes	0.91				
North Branch Rd	N Broomhead Rd	County Line	County Local	Whitewater Twp	Yes	1.88				
O Dell Rd	Viton Rd	N Broomhead Rd	County Local	Whitewater Twp	Yes	0.64	0.64			
Roots Lake Rd	Broomhead Rd	County Line	County Local	Whitewater Twp	Yes	1.00				
Samuels	Deal Rd	Broomhead Road	County Local	Whitewater Twp	Yes	1.01	1.01			
Sand Lakes Rd	N Broomhead Rd	Twp Line	County Local	Whitewater Twp	Yes	4.13				
Strombolis Rd	Supply Rd	Sands Lake Rd	County Local	Whitewater Twp	Yes	1.81				
Vinton Rd	Farrell Rd	Seasonal Rd Sign	County Local	Whitewater Twp	Yes	0.52	0.52			
W Island Lake Rd	Supply Rd	Rennie Lake Rd	County Local	Whitewater Twp	Yes	0.70				
Watson Rd	Seasonal Rd Sign	County Line	County Local	Whitewater Twp	Yes	0.40				

Local	19.48	18.98			
Seasonal	18.79	2.17			
Undefined	0.50	0.50			

Note

1) Road Names in BOLD have been Historically Completed

2) To add new road(s) or area(s) please contact GTCRC

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 3.31.2023
Re: Attorney Client Confidential Opinion Hymore -

Board Members –

The attorney has returned their second opinion on the Hymore complaint. I recommend the following:

Motion One: Motion requesting the attorney set up a closed session meeting with all members of the Whitewater Township Board of Trustees to discuss the opinion.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 3.31.2023
Re: Petobego Hayfield Mowing Agreement

Board Members –

Mr. Damon McCormick of Common Coast Research & Conservation has presented some concern about a bird called the bobolink and its nesting habits in the Petobego Hayfield. The hayfield is mowed every year and Mr. McCormick is asking the Board to confirm the dates of that mowing are outside of the bird's nesting period.

Several requests for the mowing agreement with a local farmer have been placed with the Clerk's Office. She claims to have provided the document via email July 1, 2014. See the provided email string. I do not have an email recorded of that date. This could be because Clerk Cheryl Goss is the only staff with administrative access to all Township emails or she has provided incorrect information.

The decision before the Board is what level of wildlife protection they want to support. The first step is to get the agreement, review it and if need be, modify it to support the protection level the Board desires.

Motion Requesting the Clerk provide an executed copy of the Petobego Natural Area Mowing Agreement to the Board.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Fwd: Petobego Hayfield Mowing Agreement

1 message

Ron Popp <supervisorwhitewater@gmail.com>

Mon, Mar 27, 2023 at 4:32 PM

To: clerk@whitewatertownship.org

Bcc: Ardella Benak <treasurer@whitewatertownship.org>, Ardella Benak <treasurerwhitewater@gmail.com>, heidivourtrustee@gmail.com, Don Glenn <dglenn6542@yahoo.com>

No email from the Clerk's Office with that date.

Still need the executed agreement.

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

bcc: Township Board

----- Forwarded message -----

From: **Cheryl A. Goss** <clerk@whitewatertownship.org>

Date: Mon, Mar 27, 2023 at 3:54 PM

Subject: RE: Petobego Hayfield Mowing Agreement

To: Ron Popp <supervisorwhitewater@gmail.com>

Since e-mail is not to be deleted, a search of your e-mail should locate the documents for you.

bcc Township Board

Cheryl A. Goss, MIPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>

Sent: Monday, March 27, 2023 3:42 PM

To: clerk@whitewatertownship.org
Subject: Fwd: Petobego Hayfield Mowing Agreement

Hence the request for a copy today.

The request for public record still stands.

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

bcc: Township Board

----- Forwarded message -----

From: **Cheryl A. Goss** <clerk@whitewatertownship.org>
Date: Mon, Mar 27, 2023 at 3:34 PM
Subject: RE: Petobego Hayfield Mowing Agreement
To: Ron Popp <supervisorwhitewater@gmail.com>

The entire contents of the township's file regarding the Petobego hayfield was previously provided to you on 07/01/2014.

bcc Township Board

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>
Sent: Monday, March 27, 2023 1:09 PM
To: clerk@whitewatertownship.org
Subject: Petobego Hayfield Mowing Agreement

Cheryl - - Please provide the most recent copy of this agreement. It is for the April Board Packet.

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

bcc: Township Board



Ron Popp <supervisorwhitewater@gmail.com>

FW: Petobego Natural Area haying

1 message

Damon McCormick <dml@commoncoast.org>

Thu, Feb 16, 2023 at 4:05 PM

To: "supervisorwhitewater@gmail.com" <supervisorwhitewater@gmail.com>

Hi Ron,

Below are the still-active links to the report I put together last year regarding bird usage and haying at Maple Bay Natural Area. Note that I mistakenly sent you that email from my personal account; this one – dml@commoncoast.org – is a better bet for communication going forward. I will (again) plan on getting an overview to you well in advance of your April meeting. Ahead of this it would be helpful to know, if possible, the typical timing of mowing at Petobego NA in recent years... e.g. initially in late June and then again in late August. And as I just relayed, please feel free to pass along my phone and email to the farmer – Luke, I believe you said – if he has any interest in conversing about my perspective relative to ecological concerns.

Thanks, Damon

~

Damon McCormick

Common Coast Research & Conservation

906 202 0602

From: Damon McCormick <dlvm@msn.com>

Date: Friday, September 9, 2022 at 11:20 AM

To: supervisorwhitewater@gmail.com <supervisorwhitewater@gmail.com>

Subject: Petobego Natural Area haying

Hi Ron,

Here are Apple iCloud and Google Drive links to the large (230Mb) report that I referenced during our conversation:

https://www.icloud.com/iclouddrive/091olz9MuA3UeOCMRumkwKjUw#MAPLE_BAY_BOBOLINKS_2022_REPORT

https://drive.google.com/file/d/1MkwvpL23_kcGpvlL2syyutTlrw_4eOyi/view?usp=sharing

My fieldwork at Maple Bay this season focused upon a specific bird species – the Bobolink – because the County’s 2018 Conservation Plan for the property prioritizes its protection. As I conveyed on the phone, I’ll leave it to your discretion whether to share the document with other Whitewater officials. In either case, I’ll plan on putting together a short Petobego-specific overview/proposal pertaining to haying by mid-late October, with an eye toward your November meeting.

Thanks for the informative talk,

Damon

~

Damon McCormick

Common Coast Research & Conservation

906 202 0602

Memo

To: Whitewater Township Board of Trustees

CC: None

Date: 4.3.2023

Re: Incompatible Offices

Board Members –

This business item seeks approval for Don Glenn to submit time for wages under the Additional Activities Compensation Program as he helps the Township bridge the gap between Park & Recreation Administrator and Park Manager. To recap the concerns a reprint of the 1.27.2023 memo which first raised the questions is provided. Following that is the email exchange from attorney Chris Patterson on the issue of incompatible offices as it may pertain the Additional Compensation Program.

I also reached out to Clearwater Township Supervisor, Tom Backers, as he has dealt with similar issues regarding additional compensation. In his case, additional wages were not approved by the Board which was the legal concern and the reason he is paying back monies paid to him for additional services.

With the information we have today, how would the Board like to proceed. Do you want Mr. Patterson to generate a legal opinion on the matter? If no legal opinion is desired, the Board does have the authority to spend money including those items intended to be addressed by the Additional Activities Compensation Program. To protect the applicant, in this case Don Glenn, the Board could approve the ongoing request each month, or for several months or anything in between.

Motion One: Motion to have legal develop a legal opinion of the Additional Activities Compensation Program and possible impacts of incompatible offices.

Motion Two: Motion to approve Don Glenn's request for payment under the Additional Activities Compensation Program beginning January 1, 2023 through April 30, 2023, not to exceed \$2,500.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 1-27-2023
Re: Incompatible Offices

Board Members –

A few weeks ago Trustee Glenn shared he would not be submitting application for payment in regard to his additional services with PRAC. Concerns relating to Incompatible Offices Public Act 566 of 1968 and our Additional Activities Compensation Program were the basis for his scrutiny. Glenn cites recent labor payment issues in Elk Rapids and Clearwater Township as additional support. This business item is submitted to begin a secondary discussion to verify the Board can authorize payment to elected and appointed positions when those positions take on additional duties.

A review of notes and minutes indicates a motion to send this topic to legal for review was rescinded during a 11.09.2021 Township Board Meeting. No other legal advice appears to have been requested by the Board. The Compensation Program was again discussed during the 2.08.2022 and the 3.08.2022 Township Board Meetings with it being unanimously approved during the 3.08.2022 gathering. At the 3.09.2022 Township Board Meeting, Goss rescinded her vote on the topic according to the minutes of that meeting. It is unclear what effect this action could have as changing ones vote on an adopted motion from a previous meeting may not be legal. Considering Trustee's concerns, we may want to revisit the topic.

No motion is made at this time pending Board discussion of the topic.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

RE: Legal Opinion re: Incompatible Offices

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>
To: Christopher Patterson <cpatterson@fsbrlaw.com>

Mon, Mar 6, 2023 at 10:58 AM

Chris –

Thank you for your prompt reply, and thank you for checking for such an opinion. Apparently, my memory is faulty in that regard.

The issue was brought up by one of the trustees who is currently acting temporarily as the parks and recreation manager without pay. I don't think it's worth getting a legal opinion on. As you say, there is a statute that applies to this type of issue for small communities, and we should consult that first.

But I'll let you know if the board has a different view on getting a legal opinion.

Thank you!

bcc Township Board

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

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Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

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From: Christopher Patterson <cpatterson@fsbrlaw.com>
Sent: Wednesday, March 1, 2023 10:28 AM
To: Cheryl A. Goss <clerk@whitewatertownship.org>
Subject: RE: Legal Opinion re: Incompatible Offices

Cheryl:

I searched our records related to all opinions regarding incompatibility that we would have provided the Township since engaged by Whitewater, and I don't see anything. In general, there are townships where the supervisor acts as the zoning administrator. Given the size of Whitewater, even if there were an incompatibility with the offices, it is likely proper as a dual role in a small community based on the population exception.

See Section 3 of the statute related to additional services for the Township that has a population of less than 40,000:
[https://www.legislature.mi.gov/\(S\(nv2daairc1sfpwpdadjpa34e\)\)/documents/mcl/pdf/mcl-Act-566-of-1978.pdf](https://www.legislature.mi.gov/(S(nv2daairc1sfpwpdadjpa34e))/documents/mcl/pdf/mcl-Act-566-of-1978.pdf) .

The Attorney General has issued many decisions on incompatibility. I can do a search and see if any address this scenario if that is of value.

Chris



Christopher S. Patterson

Member • Fahey Schultz Burzych Rhodes

Direct: 517.381.3205 • Cell: 269.744.4807
Office: 517.381.0100 • Fax: 517.381.3185
fsbriaw.com • cpatterson@fsbriaw.com

[4151 Okemos Road, Okemos, MI 48864 USA](#)

▼ U.S. News & World Report Ranked Best Law Firm

From: Cheryl A. Goss <clerk@whitewatertownship.org>
Sent: Wednesday, March 1, 2023 10:21 AM
To: Christopher Patterson <cpatterson@fsbriaw.com>
Subject: Legal Opinion re: Incompatible Offices

Hello Chris –

The issue of incompatible offices has come up again here, and I believe we got a legal opinion from your office back in 2013(?) on that issue. It had to do with the supervisor also serving as the zoning administrator. I'm not finding this opinion in my files. It may have been purged due to age, or my memory may be faulty on this topic.

Any chance your office might still have this opinion and could send it to me?

Thank you for any assistance you can provide.

bcc Township Board

Cheryl A. Goss, MIPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

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I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 4.3.2023
Re: Covid Testing Supplies Vending Machine

Board Members –

Mr. Rick Simpson is providing the Township a unique way to help residents. Mr. Simpson's offering is a vending machine which contains COVID-19 testing supplies which are free of charge to the user. The machine collects the samples to be resulted, also free of charge in a couple of days. All the Township needs to do is provide a place with a 120V 15 amp electrical outlet for the machine. Rick has provided an image of a device for a better understanding.

Fire Chief Flynn has offered a location on the west side of the fire station in full view of the Post Office which is a very convenient location. If the Board would like to provide a machine of this nature, I recommend we review the location offered by Fire Chief Flynn determine the suitability and availability of an appropriate electrical supply.

In February of this year, I had a driver go to Kalkaska and pay \$20.00 for supplies of this kind. This is a likely scenario, COVID testing, that plays out many times in our area. Just being sick with cold and flu symptoms COVID testing is a high priority. Having a convenient local access to supplies could be helpful.

Motion: Motion for the Supervisor to work collaboratively with the Fire Chief to finalize a location at the Fire Station located 8380 Old M-72 for the COVID testing supplies vending machine and develop an associated start up cost estimate.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Covid Testing

1 message

Richard Simpson <RSimpson@lts.com>

Mon, Feb 6, 2023 at 11:38 AM

To: "supervisorwhitewater@gmail.com" <supervisorwhitewater@gmail.com>

Good morning, Ron

I hope you and the boys are doing well; I know when Landen was home, he sure enjoyed spending time with you guys, and it sounded like all was good. I stopped by to see you the other day when I paid my taxes, but the office was closed so I just left it in the mailbox. I was going to tell you about the kiosk Covid testing units my company is offering free of charge through the CDC. We are putting one at the TC Library and I was thinking it might be something convenient for our community as well, maybe placed at the fire department like some other communities. Interest in testing for Covid has been going down with less locations offering tests and if you get sick, well then that's a problem. I think the CDC and my company are trying to make testing as convenient as possible. With the kiosk, people just scan a code, retrieve the test kit, swab themselves and drop the test kit back into the machine with results coming to them in a couple days. Pretty easy and free of charge for the patient. Down the road, I am told these kiosks will offer flu, STD, fentanyl testing strips and more, but for now, just Covid. I'll include some of the Information they sent me so you can look it over and maybe pass it on if you think it's something that might benefit us. Take care!

[https://secureservercdn.net/198.71.233.229/p62.f2d.myftpupload.com/wp-content/uploads/2022/08/20220801_LTS-TAG_English-5.mp4?_=1](https://secureservercdn.net/198.71.233.229/p62.f2d.myftpupload.com/wp-content/uploads/2022/08/20220801_LTS-TAG_English-5.mp4?_=)

Rick

Richard Simpson

Michigan Covid Response Team

Regional Site Manager

c. 231.357.2977

rsimpson@lts.com





Test And Go.pdf

611K



Ron Popp <supervisorwhitewater@gmail.com>

RE: Covid Testing

1 message

Richard Simpson <RSimpson@lts.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Wed, Mar 15, 2023 at 3:09 PM

Afternoon sir,

Hope things are well! This is what they look like in real life. It's at GT Mall across from Dunham's if you want to take a look at it.

Rick

From: Ron Popp <supervisorwhitewater@gmail.com>
Sent: Monday, February 6, 2023 2:00 PM
To: Brandon Flynn <firechief@whitewatertownship.org>; Richard Simpson <RSimpson@lts.com>
Subject: Fwd: Covid Testing

Hey Chief - Here is some follow up information regarding the COVID kiosk we spoke about. When possible give it a look. My concerns are around placement and secure utilities. Specifically, Township Hall, s.w. corner of building, adjacent to the current location of the trash receptacle could be a location. Or the Fire Station, likely the n.w. corner of the station (which may impact one of two parking spaces). We may want to consider a hardwire "liquid-tight" electrical connection for either location. I am picturing something with a disconnect similar to an air conditioning unit.

I would like to get this in front of the Board April of 2023 just into the new budget year, if that works into your schedule.

Many thanks,

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Richard Simpson** <RSimpson@lts.com>
Date: Mon, Feb 6, 2023 at 1:00 PM
Subject: RE: Covid Testing
To: Ron Popp <supervisorwhitewater@gmail.com>

Good question. That is all built in, just needs power.

From: Ron Popp <supervisorwhitewater@gmail.com>
Sent: Monday, February 6, 2023 12:43 PM
To: Richard Simpson <RSimpson@lts.com>
Subject: Re: Covid Testing

Ok, good. How about communication cables, do the machines need an internet or cell phone connection? I met with Fire Chief this morning and we think the Fire Station would be the better of the two places as it is next to the post office.

Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

On Mon, Feb 6, 2023 at 12:19 PM Richard Simpson <RSimpson@lts.com> wrote:

No, they go outside, and temperature is not a problem. They do require an outlet for power, but we maintain them daily and in fact, outside is best.

From: Ron Popp <supervisorwhitewater@gmail.com>
Sent: Monday, February 6, 2023 11:52 AM
To: Richard Simpson <RSimpson@lts.com>
Subject: Re: Covid Testing

Good to hear from you Rick. This is an important item. Are the Kiosk themselves temperature sensitive? Both the Fire Department and Township Hall are short on space; having to locate a machine inside would be unlikely currently.

Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

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https://secureservercdn.net/198.71.233.229/p62.f2d.myftpupload.com/wp-content/uploads/2022/08/20220801_LTS-TAG_English-5.mp4?_=1

Rick

Richard Simpson

Michigan Covid Response Team


Regional Site Manager

c. 231.357.2977

rsimpson@lts.com



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 **IMG_7794.MOV**
26737K



Ron Popp <supervisorwhitewater@gmail.com>

Re: Fwd: Covid Testing

1 message

Brandon Flynn <firechief@whitewatertownship.org>
To: Ron Popp <supervisorwhitewater@gmail.com>

Mon, Feb 6, 2023 at 4:30 PM

Sounds good to me.

I would think our small community would only need one kiosk & the fire station would probably be the best site because we have a standby generator.

If it just needs power, that is pretty easy.

Thanks,

On 02/06/2023 1:59 PM Ron Popp <supervisorwhitewater@gmail.com> wrote:

Hey Chief - Here is some follow up information regarding the COVID kiosk we spoke about. When possible give it a look. My concerns are around placement and secure utilities. Specifically, Township Hall, s.w. corner of building, adjacent to the current location of the trash receptacle could be a location. Or the Fire Station, likely the n.w. corner of the station (which may impact one of two parking spaces). We may want to consider a hardwire "liquid-tight" electrical connection for either location. I am picturing something with a disconnect similar to an air conditioning unit.

I would like to get this in front of the Board April of 2023 just into the new budget year, if that works into your schedule.

Many thanks,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

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Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

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Sent: Monday, February 6, 2023 11:52 AM

To: Richard Simpson <RSimpson@lts.com>

Subject: Re: Covid Testing

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Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

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Rick

Richard Simpson

Michigan Covid Response Team

Regional Site Manager

c. 231.357.2977

rsimpson@lts.com



BRANDON FLYNN, FIRE CHIEF



Whitewater Township Fire Department

8380 Old M72

Williamsburg, MI 49690

p. 231.267.5969 f. 231-267-5903

e. firechief@whitewatertownship.org



COVID Testing Vending MachineIMG_7794 (1)

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: Whitewater Township Park & Recreation Advisory Committee
Date: 4.3.2023
Re: Follow up Hi Pray Park Playground

Whitewater Township Board Members -

Recently an image was provided to all Board Members calling into question the recent repairs that were to be completed at the Hi Pray Park Playground. Several things in the image created questions. I looked at the PRAC business item submitted for the 3.14.2023 Whitewater Township Board packet that attested to the completeness of the repairs at the park. The Action Plan dated 8.28.2022 and the bid for repairs dated 9.26.2022 were next. These documents appear to call out metal or plastic edging materials and that the fall zone area was to be increased in size 3 feet in all directions. Minutes of what the Board approved will be reviewed and a business item will be created for the Board to review.

No motion made at this time pending further project review.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township



**Whitewater Township
Trustee**

Memo

To: Whitewater Township Board
From: Don Glenn, Trustee
Date: March 1, 2023
Re: Hi Pray Park playground repairs completed

As a follow-up to the brief discussion and answer provided at our February 14th board meeting regarding the re-opening of the Hi Pray Park playground, attached to this memo is a motion passed by the PRAC at their February 21, 2023, meeting attesting to the completeness of the repairs. The inspection report from Kathryn Berry dated August 28, 2022, can be found in the liaison report as part of the PRAC meeting packet.

Although the PRAC has requested a final inspection from Kathryn Berry, the repairs to the playground were completed too late in 2022 for Ms. Berry to revisit the park and she will schedule to return once spring allows for better inspection conditions.

The PRAC is requesting that the board consider allowing the park to be declared reopened with the expectation that the final inspection will be submitted to the township board most likely during the 2nd quarter of 2023.

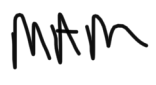
A motion could be as follows: *“Based on the Parks & Recreation Advisory Committee’s action taken to approve unanimously a motion at their regular meeting February 21, 2023, attesting to the fact that all necessary repairs to the Hi Pray Park playground have been completed, the Board of Trustee’s has approved the reopening of the playground and the associated “playground closed” signage be removed effective immediately.”*

**Whitewater Township
Parks & Recreation**

Memo

To: Whitewater Township Board
From: PRAC
cc:
Date: 2/21/2023
Re: Hi Pray Park Playground Reopening Request

Board-

The Parks and Recreation Advisory Committee passed a motion on 2/21/23 to request that the board approve a re-opening of the Hi Pray Park Playground. 

After receiving the playground inspection by Kathryn Berry (see attached copy for reference), the PRAC began the process of any corrections she reported was necessary to comply with the guidelines and standards.

We took all actions as described per the PRAC memo dated 9/26/22 (see attached) and motion approved by the board on 10/11/22 to purchase materials, hire landscape contractor, and provide our time voluntarily to complete this. We did complete everything by 12/13/22. We then requested a final inspection from Kathryn Berry, but unfortunately winter had set in. She has it on her schedule to return once spring allows better inspection conditions.

Hi Pray Park Playground Inspection Results and Action Plan

08/28/2022

6075 Elk Lake Rd., Williamsburg. MI 49690 6075 Elk Lake Rd., Williamsburg. MI 49690

Preliminary report based on consult with Kathryn Berry Playground Inspector on 8/27/2022 at Hi Pray Park. Slopesma, Melton, and Cosgrove present for review.

Key Findings:

1. Playground perimeter fall zones inadequate
2. Weeds in sand compromise 12" safety surface
3. Excess bolt threads present (>2 threads showing)
4. Swing "S" hooks at top pivot are degraded (rusty)
5. Lack of signage indicating parental supervision

Required Actions:

1. Enlarge perimeter 3', excavate sod and dirt, and install 12" of sand
2. Weeds in sand must be fully removed (pulled out including root mass)
3. Excess bolt threads under slide platforms and on top bar of swing must be cut off and burrs removed – approximately 8 locations
4. Swing "S" hooks and bolt/pins must be replaced
5. Signage indicating parental supervision must be posted

Recommended Immediate Actions:

1. Quote Landscaper to enlarge playground perimeter (currently 60' x 36') by 3' in all directions, remove weeds, and install landscape edging (plastic or aluminum) (items 1 & 2)

Concurrently:

- a. locate resource to remove bolt head
 - b. procure and install "S" hooks and bolts/pins – recommend stainless steel if available,
 - c. order and install signage
2. Prepare Township Board communication including motion to allocate funds "not to exceed" based on landscaper quote and remaining items by 9/1 so that board can take action at the 9/13/2022 meeting.

Hi Pray Park Playground Inspection Results and Action Plan

08/28/2022

6075 Elk Lake Rd., Williamsburg. MI 49690 6075 Elk Lake Rd., Williamsburg. MI 49690

QUOTE REQUEST: Landscaping Statement of Work Hi Pray Park Playground

Enlarge playground perimeter (currently ~60' x 36') by 3' in all directions:

1. Excavate 3' from the perimeter of the existing inboard side of the 6"x6" timber border to a depth of 12"
 - a. Remove and dispose of 6"x6" border timbers
 - b. Remove and dispose of all grass & weeds within the playground perimeter including all root masses
 - c. Install landscape edging (plastic or aluminum) as a weed / grass barrier along the new outside perimeter
2. Final Inspection must verify a minimum of 6' measured horizontally from all play equipment to the outside edge of the playground and be weed free.

WHITEWATER TOWNSHIP PARKS & RECREATION

09/26/2022

TO: TOWNSHIP BOARD

FROM: MELISSA MELTON, PRAC CHAIR

SUBJECT: HI PRAY PLAYGROUND EXPANSION RECOMMENDATIONS

CC: BRANDON HUBBELL, TOM COSGROVE, FRAN BUTLER, AMBER VOICE

The PRAC submitted recommendations to the board last month to 'fix' the concerns listed from the inspector, who performed the playground inspection at HI Pray park on August 27th. The board had concerns of our recommendations and the estimates/quotations for these fixes, so I would like to clarify and address what I hope will answer all of these.

The inspection report had detailed 6 items of concern and are addressed as follows:

- 1) Fall zone: we are expanding fall zone 3 ft out in each direction (see attached Landscaping estimate)
- 2) Bolts under slides and at top of swing axis point: Brandon Hubbell has volunteered (and will sign waiver prior to doing this work) to cut these bolts so only 2 threads showing. He will file down any sharp edges. Per Kathryn Berry's email of 9/26/22 (see attached), there is no requirement of rubber/plastic covering. However, if the board feels this is warranted, we can purchase these locally or I did find on Amazon a 24 pc kit for \$9 as a general cost estimate.
- 3) Swing hangers on swing axis point: We will purchase and replace (see attached quote)
- 4) Signage indicating Adult Supervision required: We will purchase and install (see attached quote).
- 5) Signage for age appropriateness of 5-12 years of age: The decals to be purchased and installed (see attached)
- 6) Weeding grass out of fall zone area: Included in the Landscaping estimate (see attached)

NOTE: The quantities on label quote is left blank, but I would recommend a minimum of: 1 Adult supervision (on sign), 5 Age group (1 on each equipment), and 5 Level marker (1 for each equipment).

There was concern of the sand and metal edging listed in the first Landscaping quotation, so I have asked Kathryn Berry if these meet code (see her email of 9/26/22 answering this). I asked the Landscaper to give the board options to determine if they want metal edging, plastic edging, or expanding the existing wood border material as needed from expansion. (see attached Landscaping estimate options).

Here is the project cost summary:

Landscaping (worst case scenario cost option): \$4582

Playset (swing clevises): \$49.96

Labels: \$38.00

Fast Signs: \$98.79

Final inspection: \$0

Plus 5% variance: \$238.44

GRAND TOTAL (Not to exceed): \$5007.19

We hope the board will make a swift decision to allow for this playground to be re-opened to the public. The board asked for us to have a targeted completion date, that will be predicated based on board approval – but we believe once approved this project can be completed within 3 weeks. Note: This is based on current contractor schedule and would change if this was delayed until the springtime, as would the estimate.



Mel Melton <mammelon@gmail.com>

Whitewater township playground

2 messages

Melissa Melton <mammelon@gmail.com>
To: kberry2036@comcast.net

Mon, Sep 26, 2022 at 8:11 AM

Good morning Kathryn - We spoke the other day about three questions the board had and you answered them verbally to me, but would it be something you could email me your response so it is in writing for the board?

The first question was is there any specs for sand material?

The second question is the metal edging OK per code or guidelines?

And lastly they wanted to know if you could come back for a final inspection and if there was a charge?

Additionally there has also been comments that we should put a rubber cap or rubber spray over the bolts that we are cutting down, is that required?

Thank you!
Melissa Melton

Kathryn Berry <kberry2036@comcast.net>
To: Melissa Melton <mammelon@gmail.com>

Mon, Sep 26, 2022 at 8:40 AM

- 1) The fall zone, Sand there is no real specs however for safety issues the use of sand that has larger rocks wouldn't be advisable. As children may pick them up and throw them at other children.
- 2) Metal edging, as per our conversation you indicated said edging will have a rolled edge with no sharpness exposed to children so this would be acceptable edging material.
- 3) The final inspections to be performed after all revisions are completed. For that inspection I do not charge as it is part of the initial charges billed. However if changes or new equipment is added after final is done and another inspection is requested for new equipment or relocation of equipment that would be a new inspection and warrant new fees.
- 4) The bolts that are in need of cutting off just need to have sanding done to remove any sharp edges left from the cutting.

Thank you
Kathryn Berry
810-691-3718

On Sep 26, 2022, at 8:11 AM, Melissa Melton <mammelon@gmail.com> wrote:

Good morning Kathryn - We spoke the other day about three questions the board had and you answered them verbally to me, but would it be something you could email me your response so it is in writing for the board?

[Quoted text hidden]



Original Roots Outdoor LLC
231-360-9878

5325 Broomhead Rd.
Williamsburg, Michigan
49690
United States

Prepared For
White Water Township

Estimate Date
09/09/2022

Estimate Number
0000068

United States

Description	Rate	Qty	Line Total
Labor 2022 Location: Hi Pray Park (play ground area and front perennial bed.) 2 People for 2 days. Excavate 1' in depth and 3' outward from the perimeter of existing border. Fill with 12" Sand. Install aluminum edging as new border, and weed both the playground and front garden.	\$45.00	36	\$1,620.00
Option 1: Black Finish Aluminum Edging (16ft) Expensive- However a word of warning- plastic edging does not hold up, and it does not stay in the ground well, due to lack of anchoring. Metal edging lasts a long time, is easier to work with, and comes with stakes to anchor and scure it in the ground. (this is helpful for areas that are frequently mowed, and in the long run, avoids tripping hazards.)	\$58.00	14	\$812.00
Sand /ton	\$35.00	30	\$1,050.00
Debris Disposal /yard	\$25.00	4	\$100.00
Equipment Rental Dump Trailer for 2 Days	\$150.00	2	\$300.00
Equipment Rental Skid Steer for 2 days	\$350.00	2	\$700.00
Option 2: Poly Plastic Edging Includes connectors. no anchors	\$35.00	10	\$350.00

Option 3: Adding onto current wooden Edge 6"x6" cut to length, inclues screws, and other hardware needed.	\$200.00	1	\$200.00
<hr/>			
		Subtotal	5,132.00
		Tax	0.00
<hr/>			
	Estimate Total (USD)		\$5,132.00

Notes

All rentals are coming from McLean's in Kalkaska. Equipment is expensive, however, it'll save on labor, disposal, and delivery costs. Screened Sand from TWS.
Obviously the subtotal is not correct. The subtotal will need to be adjusted according to what edging option is chosen. I raised the labor amount to cover for all option possibilites.
Any time/material savings will be given back to the township.

Playground perimeter expansion

Legend



New Border
Expansion 3 ft in
each direction



MEMO

To: Whitewater Township Board
From: Cheryl A. Goss, Clerk
Date: 09/06/2022
Re: Hi Pray Park Playground Repairs

Kathryn Berry's playground inspection report is attached. Basically, the repairs consist of:

- Extend fall zone to 6 feet in all directions for both slides, as well as cut off bolts with too much thread showing. (This involves actual extension of 1' to 2" in some places, per the report, for all equipment.)
- Add a fall zone for the monkey bars and round brown climber.
- Add fall zone for the swings, replace axis point hooks, cut off bolt with too much thread showing
- Install signs indicating adult supervision required.
- Decals on each piece of equipment showing appropriate age is 5-12 years.
- Remove weeds in fall zones.

Currently, there are no funds allocated in the Recreation Fund to pay for Hi Pray Park playground upgrades. There was \$8,000 in the Recreation Fund budget as of 02/17/2022 for "enlarge playground area, remove/reinstall playground components that do not meet use zone requirements" and "purchase/install safety surfacing material." See attached budget detail for the 930 Facility Repairs/Maintenance and 970 Capital Expenditure line items. The bottom-line numbers for both of these accounts can be verified on the 3/21 proposed budget document or the revenue/expenditure report the board recently received.

Estimated cost of repairs:

- Melissa Melton, PRAC chair, is seeking a quote from a landscaper to remove the timbers and sod, install edging at the perimeter of the new fall zones, and add sand, but it is not available as of the time of this memo.
- A couple clevises for the swing axis points from Playset Parts will cost \$15.98, plus shipping.
- Cutting off of bolt threads will be done by a volunteer with a power tool.
- The required signs in aluminum will be \$100 from FastSigns.
- Decals will be approximately \$30.

The big question is how much will the landscaper charge. Until we receive that information, hopefully in advance of the 9/13 meeting, an appropriate motion would be:

To approve the amount of \$_____ to cover the cost of Hi Pray Park playground repairs.

###

PLAYGROUND INSPECTION CERTIFICATION SUMMARY
 State of Michigan – Department of Licensing and Regulatory Affairs
 Child Care Licensing Bureau

FACILITY

Facility Name "Hi" Pray Park		Facility Phone Number 231-267-5141	
Licensee Name Whitewater Township		License Number none Park	
Address 6075 Elk Lake Road		County Grand Traverse	
City Williamsburg		State MI	Zip Code 49690

APPROVALS – ALL pieces of equipment on the playground must be listed below. (Use page 2 if additional rows are needed.)

R 400.8170(11) requires playground equipment, use zones and surfacing in the outdoor play area to be inspected and approved by a certified playground safety inspector prior to issuance of an original provisional license or before using newly added equipment. If "Approved" is checked, the piece of equipment, including surfacing and use zones, has been approved under the Consumer Product Safety Commission's (CPSC) **2010 Edition** of the Handbook for Public Playground Safety. If "Not Approved" is checked, the piece of equipment, surfacing and/or use zones aren't approved under the CPSC's **2010 Edition** of the Handbook for Public Playground Safety. If "Not Applicable (NA)" is checked, the piece of equipment was not inspected. This includes equipment not required to be inspected such as residential climbing equipment for children under age 2 approved prior to January 2, 2014, non-climbing residential equipment, equipment the center is not using, or a natural playground area. If Not Approved or NA are checked, a comment must be included.

Approved	Not Approved	NA	Name of Piece of Equipment	Approved for Ages	Comments	Manufacturer (if known)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slide Red Plastic	5-12 years	Fall zone needs to be extended to 6ft all directions Bolt need to be cut off	Burke
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Slide Metal yellow	5-12 years	Fall zone needs to be extended to 6ft all directions Bolts need to be cut off	Burke
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yellow Spinner Ball	5-12 years	Good fall zone	Burke

Has additional documentation been provided to the licensee such as a narrative report, photos, diagrams, etc.?

☐ Yes ☐ No

PLAYGROUND INSPECTOR INFORMATION

Name of Playground Inspector Kathryn Berry		Date of Inspection 8/23/2022	
Name of Company Independent contractor		Phone Number 810-691-3718	Email Address kberry2036@comcast.net kberry2036@gmail.com
Certification Number NC130535	Certifying Organization NPPS	Certification Expiration Date April 2024	
Signature Needs final inspection			Date

LARA is an equal opportunity employer/program.

Approved	Not Approved	NA	Name of Piece of Equipment	Approved for Ages	Comments	Manufacturer (if known)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Horizon monkey bars	5-12 years	fall zone needs to be added	unknown
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Round Brown Climber	5-12 years	fall zone needs to be added	unknown
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Wings	5-12 years	fall zone needs to be added axis point hooks need to be replaced, bolt need to be cut	unknown
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

"Hi" Pray Park
Whitewater Township
6075 Elk Lake Road
Williamsburg, MI 49690
August 27, 2022





Currently this park is closed due to the necessary updates needed to promote a safer playground. The following issues were found to be concerns while inspecting.

- 1) The fall zone needs to be extended out by 1 ft to 2 ft in some places.
- 2) There are bolt under the slide and at the top axis point of the swings that need to be cut so only 2 threads are showing.
- 3) The hangers at the top of the swing axes points are deteriorated and need to be replaced.
- 4) Signs need to be added to the playground in total advising usage with adult supervision required.
- 5) Signs need to be added for age appropriateness of 5-12 years of age.
- 6) Fall zone has weeds in place that need to be removed.

Other than the above noted concerns the playground appears to be in good shape with no chipping paint a few newer pieces equipment mixed with a few older pieces of equipment all to be rated for children 5-12 years of age. However none of the equipment would be considered ADA as with the fall zone being sand this is very hard for a wheel chair to gain access and also the equipment itself would be hard for a handicapped child to maneuver and master.

When making assessments of playground equipment I use the Public Playground Safety Handbook 2010 to determine risk of the equipment. Although this is a snap shot in time and cannot completely insure a child not getting hurt while using the playground and supervision is the number one safety measure, this report will help you and your community have a safer place for children to use.

1)

5.3.10 Fall height and use zones not specified elsewhere

Most playground equipment belongs in one of the categories listed above. If it does not, the following general recommendations should be applied:

- The fall height of a piece of playground equipment is the distance between the highest designated playing surface and the protective surface beneath it.
- The use zone should extend a minimum of 6 feet in all directions from the perimeter of the equipment.
- The use zones of two stationary pieces of playground equipment that are positioned adjacent to one another may overlap if the adjacent designated play surfaces of each structure are no more than 30 inches above the protective surface and the equipment is at least 6 feet apart.
- If adjacent designated play surfaces on either structure exceed a height of 30 inches, the minimum distance between the structures should be 9 feet.

- Use zones should be free of obstacles

5.3.8.3.3 Use zone for single-axis swings – belt and full bucket

The use zone in front of and behind the swing should be greater than to the sides of such a swing since children may deliberately attempt to exit from a single-axis swing while it is in motion.

- The use zone for a belt swing should extend to the front and rear of a single-axis swing a minimum distance of twice the vertical distance from the pivot point and the top of the protective surface beneath it.
- The use zone for a full bucket swing should extend to the front and rear a minimum of twice the vertical distance from the top of the occupant's sitting surface to the pivot point.
- The use zone in front of and behind swings should never overlap with any other use zone.
- The use zone to the sides of a single-axis swing should extend a minimum of 6 feet from the perimeter of the swing. This 6-foot zone may overlap that of an adjacent swing structure or other playground equipment structure

2)

3.2 Entanglement and Impalement

Projections on playground equipment should not be able to entangle children's clothing nor should they be large enough to impale. To avoid this risk:

- The diameter of a projection should not increase in the direction away from the surrounding surface toward the exposed end
- Bolts should not expose more than two threads beyond the end of the nut.
- All hooks, such as S-hooks and C-hooks, should be closed (see also §5.3.8.1).

A hook is considered closed if there is no gap or space greater than 0.04 inches, about the thickness of a dime

3)

2.5.4 Paints and finishes

- Metals not inherently corrosion resistant should be painted, galvanized, or otherwise treated to prevent rust.
- The manufacturer should ensure that the users cannot ingest, inhale, or absorb potentially hazardous amounts of preservative chemicals or other treatments applied to the equipment as a result of contact with playground equipment.
- All paints and other similar finishes must meet the current CPSC regulation for lead in paint.
- Painted surfaces should be maintained to prevent corrosion and deterioration.
- Paint and other finishes should be maintained to prevent rusting of exposed metals and to minimize children playing with peeling paint and paint flakes.

4)

2.2.7 Supervision

The quality of the supervision depends on the quality of the supervisor's knowledge of safe play behavior. Playground designers should be aware of the type of supervision most likely for their given playground. Depending on the location and nature of the playground, the supervisors may be paid professionals (e.g., childcare, elementary school or park and recreation personnel), paid seasonal workers (e.g., college or high school students), volunteers (e.g., PTA members), or unpaid caregivers (e.g., parents) of the children playing in the playground. Parents and playground supervisors should be aware that not all playground equipment is appropriate for all children who may use the playground. Supervisors should look for posted signs indicating the appropriate age of the users and direct children to equipment appropriate for their age. Supervisors may also use the information in Table 1 to determine the suitability of the equipment for the children they are supervising. Toddlers and preschool-age children require more attentive supervision than older children; however, one should not rely on supervision alone to prevent injuries. Supervisors should understand the basics of playground safety such as:

- Checking for broken equipment and making sure children don't play on it.
- Checking for and removing unsafe modifications, especially ropes tied to equipment, before letting children play
- Checking for properly maintained protective surfacing.
- Making sure children are wearing foot wear

5)

2.2.6 Signage and/or labeling

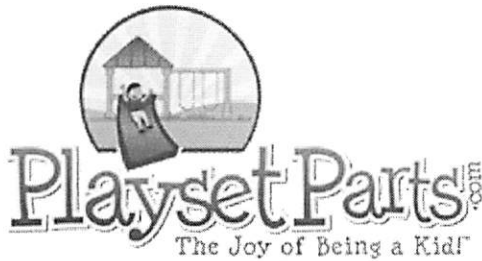
Although the intended user group should be obvious from the design and scale of equipment, signs and/or labels posted in the playground area or on the equipment should give some guidance to supervisors as to the age appropriateness of the equipment

6) Weeds and vegetation in the fall zone need to be removed as the roots hold the fall zone in place and makes it less resilient to absorb falls.

All the above issues are concerns however I would address the signage first, followed by the fixing the swing axes points and then the bolt cutting, finally doing the fall zone. The fall zone needs to be extended however the amount you have as long as children are being supervised this item will be ok for the time it will take to get fixed. however it is imperative all items are brought in compliant with the handbook.

Cheryl A. Goss

From: PlaysetParts.com <orders@playsetparts.com>
Sent: Tuesday, August 23, 2022 5:30 PM
To: clerk@whitewatertownship.org
Subject: Your PlaysetParts.com Order Confirmation (#64477)



Thanks for your order!

Order #64477



Double Clevis

SH-42
\$7.99 USD

Qty: 2 **\$15.98 USD**



**Basic Commercial Belt Swing
Seat with 8'6" Plastisol Chain**

S-024-G-G
Swing Color: Green, Chain Color: Green
\$82.99 USD

Qty: 1 **\$82.99 USD**



Hex Tool

SH-41
\$0.00 USD

Qty: 1 **\$0.00 USD**

Subtotal:	\$98.97 USD
Shipping:	\$18.99 USD
Sales Tax:	\$0.00 USD

Grand Total: **\$117.96 USD**
Payment Method: **Credit Card**
Shipping Method: **Flat Rate (Ground) for \$18.99 USD**

Shipping Address

Cheryl Goss
WHITEWATER TOWNSHIP
5777 VINTON RD
PO BOX 159
WILLIAMSBURG, MICHIGAN
49690
UNITED STATES
231 267-5141 EXT 24

Billing Address

Cheryl Goss
WHITEWATER TOWNSHIP
5777 VINTON RD
PO BOX 159
WILLIAMSBURG, MICHIGAN 49690
UNITED STATES
231 267-5141 EXT 24
CLERK@WHITEWATERTOWNSHIP.ORG

Order Comments

2022-08-23: Tax Exempt - \$7.08 refunded. KS Ship to the PO Box entered by karen

Shipping Lead Times

You will receive an automated email after your order ships out. Please check listed lead times for each product on your order before contacting us about your order status. Thank you!

[Check order status](#)

Have Questions?

Have questions about your order or our shipping times? Our Frequently Asked Questions page is a great resource for many common questions about ordering with us. If there's anything else we can help you with don't hesitate to contact us!



PlaysetParts.com
www.playsetparts.com

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Safety Play, Inc.

Recreation Specialists

Site Audits, Inspection Tool Kits, Expert Testimony, Safety Manuals, Safety Classes, Planning & Design Services, Safety Labels

PLAYGROUND SAFETY LABELS® ORDER FORM

SOLD TO; _____ SHIP TO; _____

PHONE; () - - PHONE; () - -

CONTACT; _____ CONTACT; _____

***Discounts; 5% off for 1,000-1,999 labels, 10% off for 2,000+ labels. Dealers inquire!**

☐ **SPANISH VERSIONS ONLY (use 2 separate forms if ordering both English & Spanish)**

Method of payment:

- ☐ Check enclosed (made payable to "Safety Play, Inc.") ☐ Bill me (Pre-approved accounts only)
- ☐ Purchase Order enclosed (Government agencies and pre-approved accounts only)
- ☐ **Charge my credit card**¹ (V, M.C., AMEX, DISC.); Card # _____ Expiration date; _____
- ☐ **Send me an invoice from PayPal** to pay with my **credit card** (V, M.C., AMEX, DISC.) and send me a receipt.

SEE "HOW TO CALCULATE LABEL TYPE & QUANTITIES NEEDED" ON HOW TO ASSESS THE "MINIMUM" QUANTITY TO ORDER

QTY.	TITLE	UNIT PRICE	EXTENDED PRICE
	STRANGULATION <u>WARNING</u> LABEL	\$1.50 *	\$
	HOT SURFACE <u>WARNING</u> LABEL	\$1.50 *	\$
	SURFACING <u>WARNING</u> LABEL (version "A")	\$1.50 *	\$
	SURFACING <u>WARNING</u> LABEL (version "B")	\$1.50 *	\$
	<u>ADULT SUPERVISION LABEL</u>	\$1.50 * 4	\$ 6.00
	AGE GROUP LABEL; 6-23 MONTHS OF AGE	\$1.50 *	\$
	AGE GROUP LABEL; 2-5 YEARS OF AGE	\$1.50 *	\$
	<u>AGE GROUP LABEL; 5-12 YEARS OF AGE</u>	\$1.50 * 8	\$ 12.00
	AGE GROUP LABEL; 2-12 YEARS OF AGE	\$1.50 *	\$
	TOT SEAT AGE LABEL	\$1.50 *	\$
	<u>SURFACING LEVEL MARKER LABEL</u>	\$1.50 * 8	\$ 12.00

Shipping & Handling (USA(48 states), other destinations please call); \$ 30 .00

1-50 labels=\$10 *, 51-100=\$15.00, 101-300=\$20, 301-800=\$25, 801-1000=\$35,
1001-2000=\$55, >2000 call us.

***ADDITIONAL handling charge for orders less than 50 labels; \$8.00** \$ 8.0

SUBTOTAL \$

Florida sales tax (or tax exempt#) (not due if out of Florida or gov't. agency) \$/#

¹Credit card convenience fee (add 3%, i.e. subtotal times .03 for USA orders, 5% for all others) \$

GRAND TOTAL \$ 38.00

BUYER AGREES THAT PLACEMENT OF PLAYGROUND SAFETY LABELS MUST BE SEEN FROM ANY APPROACH TO THE EQUIPMENT, AND THAT SAFETY PLAY, INC. WILL NOT BE HELD LIABLE FOR ANY DAMAGES OR INJURIES WHATSOEVER. LABELS ARE SIMPLY TO HELP KEEP CHILDREN FROM GETTING HURT. THE UNDERSIGNED HEREBY CERTIFIES THAT HE/SHE IS AN AUTHORIZED AGENT AND THAT THE ITEMS TO BE PURCHASED WILL BE USED IN CONNECTION WITH THE AGENCY NAMED ABOVE AND THAT FUNDS WILL MOVE FROM SAME. AUTHORIZED SIGNATURE _____ DATE / /

☐ Please have a rep. call about inspection tool kits, expert testimony, and site audits.

SEND PAYMENT TO - Florida Office: 10460 Roosevelt Blvd., #295, St. Petersburg, FL 33716

Toll Free: (888)878-0244 • Phone & Fax: (727)522-0061

www.safetyplay.net safetyplay@mindspring.com

fastsigns.com/435

FOR REFERENCE ONLY: THIS IS THE INVOICE COPY
FROM SIGNS PURCHASED FOR WHITEWATER
TOWNSHIP PARK PLAYGROUND. WE WILL BE
DUPLICATING THIS FOR HI PRAY PLAYGROUND
SIGNAGE

Payment Terms: Cash Customer

Order Due Date: 9/20/2022

Created Date: 9/13/2022

DESCRIPTION: Playground Signage for Park

Bill To: Whitewater Township
PO Box 159
Williamsburg, MI 49690
US

Pickup At: FASTSIGNS
1420 Trade Centre Dr
Traverse City, MI 49696
US

Ordered By: Cheryl Goss
Email: clerk@whitewatertownship.org
Work Phone: (231) 267-5141 x 24
Tax ID: not required

Salesperson: Kim Koszyk
Email: 435@fastsigns.com
Entered By: Kim Koszyk

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Playground Rules	2	\$49.395	\$98.79
1.1	Aluminum .063 - Aluminum .063 Part Qty: 1 Width: 12.00" Height: 18.00" Sides: 1			
Subtotal:				\$98.79
Taxes:				\$0.00
Grand Total:				\$98.79
Amount Paid:				\$0.00
BALANCE DUE:				\$98.79

Signature: _____ **Date:** _____

Memo

To: Whitewater Township Board
From: Don Glenn, Trustee
cc: None
Date: March 30, 2023
Re: TruGreen contract – Hi Pray Park

Attached is a 1-year contract for TruGreen to have them spray for weeds at Hi Pray Park. This would be a contract renewal for 2023 to have them apply chemicals three (3) times this year to spray around the ball fields, tennis court, playground and batting cage area.

The total cost for this three (3) application service is cost estimated to be \$798.75 (\$266.25 per application for 2023 vs. a cost of \$250 per application in 2022).

If this 1-year contract proposal is accepted by the board, the attachment will need to be signed by an authorized representative of the township.

Motion to accept and execute the TruGreen 2023 service contract as proposed in the amount of \$798.75 for Hi Pray Park.



Kyle Oshaughnessy
6869 M-72
Williamsburg, MI 49690
United States
Phone: (231)218-9043

Customer Information

BILL TO:

WHITEWATER TOWNSHIP
PO BOX 159
WILLIAMSBURG, MI 49690
USA
Phone: (231) 267-5141

SERVICE LOCATION:

WHITEWATER TOWNSHIP
6075 ELK LAKE
WILLIAMSBURG, MI 49690
USA
Phone: (231) 267-5141

Detail of Charges

Service Location	Line Item Description	Round #	Round Description	Total Price
WHITEWATER TOWNSHIP	Vegetation Control	3	Non selective weed control	\$266.25
WHITEWATER TOWNSHIP	Vegetation Control	4	Non selective weed control	\$266.25
WHITEWATER TOWNSHIP	Vegetation Control	6	Non selective weed control	\$266.25

Subtotal: \$798.75

Total Sales Tax Amount: \$0.00

Grand Total: \$798.75

Description:

Standard Terms and Conditions

- Term.** The term of this Agreement shall one (1) year from the date signed by you, the Customer.
- Price increases.** Prices of services provided in this agreement may be increased should you add property under this agreement, or in the event of increases in the cost of fuel, material, or labor, or costs incurred by TruGreen due to government regulation and other causes. In addition, TruGreen may elect to increase the price of services under this agreement after the first year, or after any subsequent anniversary date of the agreement by a percentage amount not to exceed five percent (5%) of the then current price, or consistent with any increase in the current consumer price index, whichever is greater. TruGreen shall not increase its prices on an elective basis more frequently than once during any agreement year.
- Payment Terms.** Payment is due to TruGreen within 30 days after the invoice date. In the event you fail to make payment when due, TruGreen reserves the right to terminate this Agreement. A late service fee equal to the lesser of 15% per month (18% a.p.r.) or the maximum interest rate allowed by law will be charged on any balance unpaid over thirty (30) days. A service charge of \$25.00 will be charged for any returned check. Should it become necessary to bring an action to collect amounts due under this agreement, you agree to pay all costs of such collection including, but not limited to, any reasonable attorney's fees or other professional fees and court costs.
- Check processing policy ACH.** When you provide a check as payment, you authorize TruGreen either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. If TruGreen uses information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution. Returns: in the event that your payment is returned unpaid, you authorize us the option to collect a fee as allowed by law through an electronic fund transfer from your account.
- Termination.** In the case of your non-payment or default, TruGreen has the right to terminate this Agreement immediately upon notice to you. TruGreen may terminate this Agreement for convenience upon thirty (30) days prior written notice to you. You may cancel this Agreement for material breach by TruGreen, provided that you give TruGreen written notice of the details of the breach, and thereafter TruGreen fails to cure the breach within thirty (30) days after said notice. (a). **Additional termination provisions for landscape companies, property management companies, agents and other similar entities:** To the extent you represent one or more property owners and/or properties covered under this agreement, and in the event such owner terminates your contract with regard to one or more properties, then upon notice to TruGreen, you may terminate this Agreement only as it relates to such property for which owner terminated its contract with you. To the extent that this Agreement applies to other properties, not terminated by the owner, this Agreement shall continue in full force and effect with regard to such other properties.
- Sale of Property.** You agree to notify TruGreen in writing immediately in the event that you sell any property which is the subject of this Agreement. TruGreen shall make the appropriate adjustment in price to accommodate the reduction of square footage treated in the event that property is sold. In the event all property which is the subject of the Agreement is sold, this Agreement shall be terminated upon receipt by TruGreen of your written notice that you have sold the property. Should you fail to notify TruGreen as required in this provision, you agree to indemnify TruGreen for any damages incurred as a result of your failure to notify.
- LIABILITY.** TRUGREEN IS RESPONSIBLE FOR DIRECT DAMAGES RESULTING FROM ITS NEGLIGENCE OR BREACH OF THIS AGREEMENT. BUT IS NOT RESPONSIBLE FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR SPECIAL DAMAGES ARISING OR RESULTING FROM THE PERFORMANCE OR NONPERFORMANCE OF ANY OBLIGATIONS UNDER THE AGREEMENT INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS OR INCOME, REGARDLESS OF THE BASIS FOR THE CLAIM.
- Duty to Inspect.** You have a duty to inspect the property within fifteen (15) days after service has been performed by TruGreen. If you believe TruGreen provided deficient work, you agree to notify TruGreen immediately in writing. If written notice is not received by TruGreen within fifteen (15) days after the date of service, you agree that any and all claims alleging damage of any nature or to recover past payments and/or rights to withhold future payments due under this Agreement are waived.
- Notice to tenants, employees, invitees.** To the extent necessary, you have a duty to notify all tenants, employees, visitors and any other invitee on the premises of a scheduled service prior to the performance of any scheduled service by TruGreen.

10. **No Warranties.** Except as expressly set forth in this Agreement, TruGreen makes no warranty or representation of any kind, expressed or implied, concerning either products used or services performed, including no implied warranty of merchantability or fitness of the product for any particular purpose, and no such warranty shall be implied by law, usage of trade, course of performance, course of dealing, or on any other basis.

11. **Force majeure.** Except for the payment of TruGreen's invoices owed by you, if either TruGreen or you shall be prevented or delayed in the performance of any or all of the provisions of this Agreement, by reason of any labor dispute, industry disturbance, delay in transportation, governmental regulatory or legal action, act of God or any cause beyond such party's control, the obligations hereunder of such party shall be extended for as long as such cause shall be in effect and any delay or loss suffered by the other party shall not be chargeable in any way to such party; provided, however, the other party suffering such cause shall immediately notify the other party of such inability and shall use reasonable efforts to remedy same with all reasonable dispatch. If any event of force majeure should prevent a party from performing its obligations under this Agreement for a period of ninety consecutive (90) days, the other party shall have the right to cancel this Agreement upon notice to the party unable to perform its obligations.

12. **No assignment.** You shall not have the right to assign this Agreement or agree to the transfer of this Agreement by operation of law or otherwise without the prior written consent of TruGreen. This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and to any permitted successors and assigns.

13. **Watering, Cultural Practices.** The success of this program depends on proper watering, mowing and cultural practices. Some products used by TruGreen may include label directions requiring the watering of the material after application. If any of these products are used on the property, TruGreen will provide you with watering instructions following the application and you agree to assume such watering responsibility. Climate conditions, soil conditions, plant diseases, plant material, and miscellaneous external factors will impact response to treatment. Results for difficult-to-control diseases will vary depending on environment, culture and agronomic programs used or treatment applied. Treatment for diseases may include additional cost. Consult your TruGreen specialist for details.

14. **Modification of program.** This program consists of lawn care and/or tree and shrub care as indicated above. Specific products, rates of application and method of application will vary with the season, weather conditions, and the needs of your lawn as determined by your TruGreen specialist. Your regularly scheduled programs may be modified depending on the weather and the condition of your landscape. The application methods and procedures used to perform service under this Agreement will be determined solely by TruGreen. Your TruGreen specialist will keep you informed on any modifications to this schedule.

15. **Insects and Borers.** Total insect elimination is not desirable with any program because beneficial insects will be lost along with the targeted pests. Plants invaded by borers have a high probability of death or decline. Sound cultural practices and control applications may extend the life of some plant species. Treatment for boring insects may include additional cost. Consult your TruGreen specialist with details.

16. **Authorization to provide Service.** TruGreen agrees to furnish labor and materials for purposes of this Agreement and is authorized by you to treat the property at the address shown above. You represent and warrant to TruGreen that you are the owner of said property, or in the event that you are not the owner of the property to which this Agreement applies, you represent and warrant that you have the legal authority to execute and bind the owner of the property to the terms and conditions of this Agreement.

17. **MANDATORY ARBITRATION.** Any claim, dispute or controversy, regarding any contract, tort, statute, or otherwise ("Claim"), arising out of or relating to this agreement or the relationships among the parties hereto shall be resolved by one arbitrator through binding arbitration administered by the American Arbitration Association (AAA), under the AAA Commercial or Consumer, as applicable, Rules in effect at the time the Claim is filed ("AAA Rules"). Copies of the AAA Rules and forms can be located at www.adr.org, or by calling 1-800-778-7879. The arbitrator's decision shall be final, binding, and non-appealable. Judgment upon the award may be entered and enforced in any court having jurisdiction. This clause is made pursuant to a transaction involving interstate commerce and shall be governed by the Federal Arbitration Act. Neither party shall sue the other party other than as provided herein or for enforcement of this clause or of the arbitrator's award; any such suit may be brought only in Federal District Court for the District or, if any such court lacks jurisdiction, in any state court that has jurisdiction. The arbitrator, and not any federal, state, or local court, shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, unconscionability, arbitrability, enforceability or formation of this Agreement including any claim that all or any part of the Agreement is void or voidable. However, the preceding sentence shall not apply to the clause entitled "Class Action Waiver."

18. **CLASS ACTION WAIVER.** Any Claim must be brought in the parties' individual capacity, and not as a plaintiff or class member in any purported class, collective, representative, multiple plaintiffs, or similar proceeding ("Class Action"). The parties expressly waive any ability to maintain any Class Action in any forum. The arbitrator shall not have authority to combine or aggregate similar claims or conduct any Class Action nor make an award to any person or entity not a party to the arbitration. Any claim that all or part of this Class Action Waiver is unenforceable, unconscionable, void, or voidable may be determined only by a court of competent jurisdiction and not by an arbitrator. THE PARTIES UNDERSTAND THAT THEY WOULD HAVE HAD A RIGHT TO LITIGATE THROUGH A COURT, TO HAVE A JUDGE OR JURY DECIDE THEIR CASE AND TO BE PARTY TO A CLASS OR REPRESENTATIVE ACTION. HOWEVER, THEY UNDERSTAND AND CHOOSE TO HAVE ANY CLAIMS DECIDED INDIVIDUALLY, THROUGH ARBITRATION.

19. Unless expressly noted otherwise herein, this Agreement and any invoice issued by TruGreen pursuant to the terms hereof, set forth the entire understanding of the parties, and supersede any and all proposals, negotiations, representations and prior agreements relating to the subject matter of this Agreement, written or otherwise, including, without limitation any sales agreement previously executed by the parties. To the extent that any terms set forth in an invoice should conflict with the terms set forth in this Agreement, this Agreement shall control. No terms, conditions, or warranties other than those stated herein or in any invoice issued by TruGreen, and no agreements or understanding, oral or written, in any way purporting to modify these conditions shall be binding on the parties hereto unless hereafter made in writing and signed by authorized representatives of both parties.

20. This customer service Agreement is only valid if accepted by you within 30 days of the date submitted to customer.

By: _____ Date: _____
REPRESENTATIVE/GENERAL MANAGER

Print Name: _____ Date: _____
AUTHORIZED AGENT/CUSTOMER

Customer Signature: _____ Date: _____
AUTHORIZED AGENT/CUSTOMER

BUDGET: Signature requested on "2023-R-5800-WHITEWATER TOWNSHIP - 2022-11-04 15:55:13 Agreement"

From: Cheryl A. Goss (clerk@whitewatertownship.org)

To: clerk@whitewatertownship.org

Date: Thursday, January 12, 2023 at 03:43 PM EST

Board –

The attached document is a new TruGreen contract for 2023. We have had them spray for weeds, etc. 3x a season at Hi Pray Park for the past 2-3 years. They spray around the ball fields, tennis court, playground, batting cage shed and net. If it is continued, the dugouts should be added. The price last year was \$250 per application and was posted to 740 in the Rec Fund.

This service can be continued or discontinued as you see fit.

FYI -

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Kyle Oshaughnessy <echosign@echosign.com>

Sent: Thursday, January 12, 2023 10:44 AM

To: clerk@whitewatertownship.org

Subject: Signature requested on "2023-R-5800-WHITEWATER TOWNSHIP - 2022-11-04 15:55:13 Agreement"



Kyle Oshaughnessy requests your signature on
2023-R-5800-WHITEWATER TOWNSHIP - 2022-11-04 15:55:13 Agreement

Review and sign

Please review and complete this document.

KYLE OSHAUGHNESSY

KyleOshaughnessy@trugreenmail.com

Don't forward this email: If you don't want to sign, you can **delegate** to someone else.



Powered by
Adobe Acrobat Sign

By proceeding, you agree that this agreement may be signed using electronic or handwritten signatures.

To ensure that you continue receiving our emails, please add **echosign@echosign.com** to your address book or safe list.

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Memo

To: Whitewater Township Board

From: Ron Popp, Supervisor

CC: None

Date: 4.3.2023

Re: Township Audit - Update

Board Members –

We learned last month about the importance of advertising now for audit services so the work could be scheduled during the summer and not the fall of the year. I believe Clerk Goss was going to provide some examples of an RFP for the Board to approve. I have not received any additional information on this topic

Can the Clerk provide an update?

No motion is made pending Board discussion

Respectfully submitted,



Ron Popp
Supervisor, Whitewater Township

Memo

To: Whitewater Township Board of Trustees

CC: None

Date: 3-27-2023

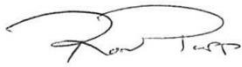
Re: Whitewater Township Agenda

Board Members –

This business item proposes a change to the consent calendar within the Board's agenda by adding G.4 of reports to the Receive and File section as H.11 of the Consent Calendar. This proposed change does not affect Section 2.4 (d) of the Whitewater Township Policy and Procedure Manual, which simply calls for a consent calendar. If adopted the action would recognize the Park & Recreation Committee in a similar fashion as the Fire Department and the Planning Commission.

Motion to amend the Whitewater Township Board of Trustees' Consent Calendar to include Park & Recreation advisory Committee's report under the Receive and File Section as H.11.

Respectfully submitted,



Whitewater Township FOIA Coordinator
Supervisor, Whitewater Township