

**PACKET FOR**

**MARCH 10, 2015**

**TOWNSHIP BOARD**

**MEETING**

**WHITEWATER TOWNSHIP BOARD**  
**AGENDA FOR 1st REGULAR MEETING – MARCH 10, 2015**  
**7:00 p.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 your electronic devices.*

- A. Call to Order/Pledge of Allegiance
- 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 members' questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed five (5) minutes.
- F. Public Hearing (none)
- G. Reports/Presentations/Announcements/Comments
  - 1. Grand Traverse County Sheriff Department Report
  - 2. County Board of Commissioners Report
  - 3. Fire Captain Report
  - 4. Ambulance Coordinator Report
  - 5. Planning Commission Report
  - 6. Parks & Recreation Advisory Committee Report
- H. Consent Calendar
  - Receive and File
    - 1. Supervisor's Report for February 2015 (none)
    - 2. Clerk's Report for February 2015
    - 3. Zoning Administrator's Report for February 2015 (none)
    - 4. Fire Captain's February 2015 Activity Report (none) REMOVE ITEM?
    - 5. Ambulance Coordinator's February 2015 Activity Report
    - 6. Approved 05/22/2014 Zoning Board of Appeals Minutes
    - 7. Approved 08/07/2014 Zoning Board of Appeals Minutes
    - 8. Approved 01/12/2015 Parks & Recreation Advisory Committee Minutes
    - 9. Approved 02/04/2015 Planning Commission Minutes

## 10. Clerk's Memos re: February Ambulance Overtime

### Correspondence

1. Grand Traverse County Sheriff Department February 2015 Statistics
2. E-mail 02/23/2015 UMich Survey re: Road Conditions and Funding
3. Letter 02/25/2015 American Tower re: Sublease and Leaseback 8380 Old M-72
4. Letter 02/25/2015 American Tower re: Sublease and Leaseback 9500 Park Road
5. E-mail 03/05/2015 DEQ re: Tents in Campgrounds
6. Fahey Invoices – February 2015

### Minutes

1. Recommend approval of 02/10/2015 and 02/24/2015 regular meeting minutes and 02/11/2015, 02/16/2015, 02/19/2015, and 02/23/2015 special meeting minutes

### Bills for Approval

1. Approval of Alden State Bank vouchers # 39201 through 39279
2. Approval of First Community Bank Miami Beach voucher # 1159

Budget Amendments (none)

Revenue & Expenditure Report (none)

## I. Unfinished Business

1. Review Ordinance 22 Pension Plan - Fahey's Comments (if received in time)

## J. New Business

1. Budget Work Session (rescheduled from 03/03/2015)
2. Rural Fire Cost Recovery – Resolution #15-02 (review and discuss Ordinance 37, Chief Weber's comments, comparison with Blair Township agreement)
3. Ambulance Bid Specification Sheet (MMR request re: needs, i.e., 24-hour service, ALS, response time, number of ambulances in township, etc.)
4. Review Graded Wage Scale / Deputy Treasurer Wage (discussion to generate application process for document)

## K. Tabled Items

## L. Board Comments/Discussion

## M. Announcements

1. Next meeting date March 24, 2015 (Budget Public Hearing)

## 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 or the TDD at 800-649-3777.

To: Township Board Members

From: Cheryl A. Goss, Township Clerk

Date: 03/06/2015

Re: Consent Calendar for 03/10/2015

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Receive and File

1. Supervisor's Report for February 2015 (none)
2. Clerk's Report for February 2015
3. Zoning Administrator's Report for February 2015 (none)
4. Fire Captain's February 2015 Activity Report (none) REMOVE ITEM?
5. Ambulance Coordinator's February 2015 Activity Report
6. Approved 05/22/2014 Zoning Board of Appeals Minutes
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Minutes

1. Recommend approval of 02/10/2015 and 02/24/2015 regular meeting minutes and 02/11/2015, 02/16/2015, 02/19/2015, and 02/23/2015 special meeting minutes

Bills for Approval

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Budget Amendments (none)

Revenue & Expenditure Report (none)

**An appropriate motion would be: Motion to approve Consent Calendar items as presented.**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_.

Roll call vote:

## Clerk's Report for February 2015

To: Whitewater Township Board Members

From: Cheryl A. Goss, Township Clerk

Date: 03/06/2015

This report details activities (other than routine duties) in the Clerk's office since my last report on 02/05/2015.

**Meetings Attended (In Addition to Township Board Meetings):** Attended the Clerks' Association of Grand Traverse County meeting on 02/11/2015 and a Managers and Supervisors Conference on 02/17/2015.

**Elections:** Approved ballot language for the May 5, 2015 special election has been posted on the township website. Absent voter applications were mailed this week.

**Whitewater Township Park:** The Board set dates and rates for the 2015 season at their February 24th meeting. That information has been sent to Jim Sundberg for preparation of the online reservation system for the 2015 season. I recently had a telephone and e-mail conversation with a DEQ campground engineer concerning the issue of more than one tent on a campsite. The e-mail exchange has been included in the board packet for the March 10th meeting. Supervisor Popp has submitted the issue to the township attorney.

**Other News:** I will be out of the office the entire week of March 16th through 20th to attend the Michigan Association of Municipal Clerks' Basic Institute classes. Deputy Clerk Hooper will be staffing the office on Tuesday and Thursday of that week.

###

WHITEWATER TWP EMS  
2015 FEBRUARY REPORT

TOTAL RUNS TO DATE: 36

TOTAL RUNS in FEBRUARY: 21

TOTAL TRANSPORTS in FEBRUARY: 13

TOTAL NEGATIVE TRANSPORTS in FEBRUARY: 4

TOTAL NORTH FLIGHT on board TRANSPORTS: 1

TOTAL CANCELLED in ROUTE FOR 3A2: 2

TOTAL MISSED CALL: 1 (missed prior to 48 hr shifts in placed)

Out of 36 Runs, we have Transported 58.3% of those patients which is a total of 21 patients.

CALLS: Weakness, ETOH, PIA, Sick Person, Back Pain, Dizziness, Fall/Assist, Overdose, Confusion, Hip injury, Difficulty Breathing.

At this time, we have all shifts covered in March 2015 and just finalizing April 2015. The team continues to work hard and to dedicate themselves to serve our community and those who live outside our area.

I have been in continuous contact with North Flight and with Med Control over the past year and a half. At this time, I have thanked them both for their support and guidance during our transition period. Individuals who I work with on a daily bases have expressed how excited they are with the coverage Whitewater Twp EMS has been providing. This is so important; we are standing in the gap and making a difference in our community and those surrounding us. HATS OFF TO MY TEAM!!!!!!!!!!!!!!!!!!!!

MARCH 10, 2015 ----- MED CONTROL MEETING and HP-CPR COMMITTEE

MARCH 16, 2015 ----- MEDICAL TRAINING FOR CE'S

APRIL 24, 25, 26, 27 ----- EMS CONFERENCE at GRAND TRAVERSE RESORT

THANK YOU TO THE BOARD AND TO OUR AMAZING COMMUNITY FOR YOUR SUPPORT.

WE ARE A HEARTBEAT AWAY.....

DAWN MARTIN, EMS

WHITEWATER TOWNSHIP ZONING BOARD OF APPEALS  
MEETING MINUTES OF MAY 22, 2014

Call to order at 7:03 p.m.

Roll Call: Benak, Halstead, Lake, Bowen, Lyons

Also in attendance: Recording Secretary MacLean and Zoning Administrator Habedank.

Public Comment None

Approval of Minutes: of 9/26/2013 regular Meeting. Motion to approve by Benak, second by Halstead.

All in favor. Motion carried.

Business Session – New Business

1. Election of officers for 2014/2015. Officers for 2013/2014: Chair=Bowen, Vice Chair=Halstead, Secretary=Lake. Motion by Benak to keep them the same for the 2014/2015 year, second by Lyons. All in favor. Motion carried.

2. 2014/2015 Meeting schedule, Resolution ZBA14-01.

Motion to adopt Resolution ZBA14-01 by Benak, second by Bowen.

Roll call vote

Bowen-yes

Lake-yes

Halstead-yes

Lyons-yes

Benak-yes

Motion Carried. Resolution adopted.

Discussion: Accessory buildings need to be addressed. This is something that is coming to the Zoning Administrator now, regarding “Established Use” as stated in the Ordinance. The property owner needs to establish the plan for future building.

Everyone agrees it would be beneficial to have training in the fall to be kept up to date on issues. This is the legislative body of the township so it is very important. Zoning is important for home values, health, safety, welfare and aesthetics. ZA will get a copy of The Zoning Handbook, by the Michigan Municipal League. Common sense, good judgment and compassion go a long way in making decision. People have a right to a reasonable use of their property.

It is important that site visits are done by members when cases come before this Board.

Call the ZA anytime with any questions.

Adjournment at 7:35

Respectfully Submitted by Recording Secretary MacLean

WHITEWATER TOWNSHIP ZONING BOARD OF APPEALS  
SPECIAL MEETING MINUTES OF AUGUST 7, 2014

Call to order at 7:00 p.m.

Roll Call: Benak, Halstead, Lake, Bowen, Lyons

Also in attendance: Recording Secretary MacLean and Zoning Administrator Habedank plus 3 in audience.

Open Public Hearing at 7:02 on Appeal #A-14-001, of applicant: Andrew & Jill Sill of 1756 St. Joseph St., Traverse City, Michigan, regarding parcel 28-13-390-008-00, 560 Island Lake Dr., Traverse City, Michigan, currently owned by Michael & Anne Gordon, 305 E. Duncan, Manchester, Michigan, 48158.

Requesting a Dimensional Variance of 15' from Article 12.11, specifically the front yard setback requirement of 30'.

Zoning Administrator Presentation: Habedank: Notices were sent out and posted July 22, 2014. This is Lot 8 in the Island Lake sub-division. Practical difficulties are due to the steepness of the lot. The road does not run in the center of the road right of way.

Petitioner Presentation: Andy Sill, 1756 St. Joseph St., in East Bay Township.

Island View Drive is not in the center of the right of way. The setback requirements in the zoning ordinance were intended for a larger lot. The pattern of development has been wells in the front yard and septic in the back. Building within the set-back area would require a much steeper drive-way with more run-off issues. This project is strictly in the discussion phase, no plans have been set and no one has been commissioned to do any work.

Six points

#1 The special conditions are particular to the property, steep slope, etc.

#2 15' variance, with possible wording indicating a set back from the center of road.

#3 Special conditions are because of the way the whole sub-division was platted in the first place.

#4 Compliance with set-backs are impractical since the lots are so small and the development pattern of the neighboring properties and the steep slopes of the parcels.

#5 Discussed with many, not a single potential detriment has been presented. Keeping home back from lake could be nicer for neighbors.

#6 The spirit of the front yard set-back was to keep it 30' from the road and that will be maintained even with the variance, however, because the road is not in the center of the road right-of-way it will not be the minimum from the road right-of-way. Additional piece of information received from the county health department, Dan Thorell, endorses.

Suggests building into the setback 10 feet or maybe more depending on the site plan.

Lake question: How close to the bulldozer cut? The bulldozer cut is all on this property.

Report on site visits:

Lyons: Marked well, it is a steep lot.

Benak: It is a very steep hill. It appears the same thing has happened on each side of this lot.

Bowen: Found a large paper wasp nest. Is the shed part on the property? It is on the side yard setback.

The bench is on the neighbor's property.

Lyons: Ravine is there. It was created in the 1970's, makes for a nice foot path to the water.

Lake: Question: Plan to have a basement? Yes, a walkout basement, will build up the bench.

Halstead: Very steep.

Correspondence: None

Public Comment in Favor of Appeal: John Mater, 302 Island View Dr., President of the Island Lake Association. Only concern deals with the septic system. Well on top, septic down below. Looks like the septic system will be 75' from lake. Lake level is up this year. There is some erosion happening at the water and he will want some sort of retaining wall. The setback from the road right-of-way will not cause any problems. No problems from the association. The easement has always been a



question, you can put things on the easement but the road will be staying the same width (at least for now).  
Lyn DeLong, 722 Island View Dr., do not see any foreseeable problems. Do not have a problem.

Public Comment in Opposition of Appeal: None

Any Comment on this Appeal: Lyn DeLong, there has been a number of figures and measurements. The variance request is stated as 15' from setback, edge of the road right-of-way. The ordinance indicates it should be from the front lot line.

Petitioner's request is 45' from the center of the road.

ZA: Requested a 15' variance from the lot line.

Lyn DeLong: Road easement and lot lines are different and difficult.

Close Public Hearing on Appeal A-14-001

Discussion:

Bowen: This looks very much like other ZBA situations in the Island Lake area.

Lake: Setbacks from center of the road right-of-way? Road was plotted one way and laid another way. The road is not in the center of road right-of-way. Everyone has always been very understanding of the situations.

Standards of nonuse or dimensional variance:

1. Special or unique conditions, lay of the land/steepness: Consensus: Yes.
2. Interpretation of this ordinance: Consensus: Yes.
3. Special conditions not from the actions of the applicant: Consensus: Yes.
4. Granting of variance will meet the intent of the ordinance: Consensus: Yes.
5. Granting of variance will not cause harm to others: Consensus: Yes.
6. The spirit of the ordinance shall be observed, public safety secured and substantial justice would be done: Consensus: Yes.

Findings of Fact:

1. Special or unique conditions, lay of the land/steepness: Consensus: Yes.
2. Interpretation of this ordinance: Consensus: Yes.
3. Special conditions not from the actions of the applicant: Consensus: Yes.
4. Granting of variance will meet the intent of the ordinance: Consensus: Yes.
5. Granting of variance will not cause harm to others: Consensus: Yes.
6. The spirit of the ordinance shall be observed, public safety secured and substantial justice would be done: Consensus: Yes.

Conclusion: Looks appropriate based on the findings of fact, the customary use and health, safety and welfare are not in jeopardy.

Decision: Approve request.

**Motion by Lake to grant the variance of 15' to the front yard setback from Article 12/11, second by Benak, based on the findings of fact.**

**Roll call: Halstead-yes; Lake-yes; Benak-yes; Lyons-yes; Bowen-yes. All in favor. Motion carried.**

Adjournment at 7:50 p.m.

Respectfully Submitted by Recording Secretary MacLean

**Whitewater Township  
Parks and Recreation Advisory Committee  
Minutes for Monday, January 12, 2015**

**Call to order 7:00 p.m.**

**Roll Call:** Leach, Melton, Hubbell, Butler (arrived late)

Fran Butler was notified just before the meeting and arrived a few minutes late.

Absent: Donkers

**Set / Approve Agenda** Add discussion of committee alternate, add appointment of officers.

**Declaration of Conflict of Interest** None

**Public Comment** None

**Approval of Meeting Minutes of 11/10/2014:** Motion to approve minutes of by Leach, second by Hubbell. All in favor.  
Motion carried.

**Reports/Presentations/Announcements/Comments:** Notification of grant writing training opportunities.

Need to get a book put together for Fran (Della)

Introductions, Fran Butler. Quick over-view of the parks and recreation properties, the committee and the Recreation Master Plan Draft.

**Old Business:**

1. **Petobego gate** status Apple Gate indicated they would try to get it scheduled this year. No one has checked to see if it has been installed-probably not, there has been no contact by Apple to Hubbell.  
Kiosk status: Map needs to be updated, printed and laminated – Della to work on that. Leach notes there is no kiosk at Battle Creek beside the Galligan memorial marker.
2. **Lossie Trail** stakes, has the Supervisor contacted property owner? No info on that yet. Steve did let the Supervisor know that he needed to contact the property owner about the flush mount stakes at the property owner's drive.
3. **Replacement committee members:** Butler has been appointed by the Board as a full time committee member. The last discussion at the Board is the the PRAC needs an alternate member. Popp has Cosgrove up for appointment at the Board. The committee notes that Cosgrove owns half of the bridge and half of the dam/plug at the mouth of Battle Creek. (Brief history of the property, bridge, island and dam/plug) Benak made the point at the Board regarding the appointment of Cosgrove is that he may be biased. Leach notes that he recalls that Cosgrove had stated something along the lines that he (Cosgrove) would do what he needed to do to keep it (Battle Creek), the way it is currently. It is important that the Board knows how this committee feels. This group has worked well together. There is concern that Cosgrove may have a personal agenda. Melton will email the Supervisor.
4. **Update of the Draft Rec Plan** The Draft was given to the Board April 2014; it had not made it to the Board agenda until December. Popp indicated that he would give Della the list of changes. Melton notes what she heard said at the meeting regarding the Draft Rec. Plan  
Popp said that the committee should review other townships' Rec. Plans. The bottom line is to be able to get grants – use the DNR guidelines. This committee's job was to update the previous, already in place Rec. Plan with current information. The main focus was the capital improvement schedule. Got public input and held open public meeting with specific invitations and notes sent out with township newsletters. There is not a specific Rec. Budget. Park is separate from Rec as far as funding is concerned. Rec funds come from the General Fund. Does our current Draft Plan cover everything that is needed, comparing with the other communities' plans? Compare our Draft to what DNR requires to go for grants:  
Community description: Early history page, Popp noted that there is too much zoning type information in there. Maybe it should be included in the back as reference. Social characteristics start on page 6. Used the 2010 census information. Used 2000 census as a reference. Community description on the other plans is similar to what we have and where it is in the plan – very similar to Milton Twp. Milton Twp. Included a brief on the DNR guidelines. Our introduction covers a lot of what the DNR requires. Is there other information needed? Social and physical characteristics is not a requirement by the DNR (updated October 2014) as a specific section. The

information should be included in other specific areas of the plan. Social and physical characteristics can possibly be moved to the back of the document for reference. A lot of the “what and where” of the information is based on the previous requirements. It can be moved to the back.

Administrative structure, ours starts on page 15. Environmental issues is on page 13, gas blow-outs info is part of the history. Current funding sources, staff description, Ranger / manager. The information is there in description form. Relationship with other agencies is covered. The draft plan references the website for most current Park policies and procedures.

Inventory of Parks and recreations available with facilities and activities. We include the needs and deficiencies in each inventory section. Maps are set as an appendix which was a decision made previously. Butler notes that there is a hiking trail TC to Kalkaska, just south of the Quiet Area. It is not the horst trail or the VASA. She noticed the new signs in the 1 – 1 ½ years.

Description of the planning process – public input process page 17.

Goals and Objectives – Ours is called capital improvements schedule. Based on the DNR guidelines they go into more detail of the objective and describe an action plan and what needs to be done to implement the objective. DNR check list notes that sometimes the details are not available at the time the plan is written.

SUMMARY: The Draft Rec Plan has the substance required by the DNR without a lot of extra info. We will listen to the Board comments and suggestions and make adjustments.

### New Business:

1. Appointment of PRAC officers  
Leach nominates Melton for Chair. Melton accepts. All in favor. Carried.  
Melton nominates Hubbell as Vice Chair. Hubbell accepts. All in favor. Carried  
No secretary listed in the by-laws.

Postpone all other new business of:

Project/Budget Items 2015

Petobego – Rec Budget

Hi Pray – Rec Budget

Whitewater Twp. Park – Park Budget

Lossie Trail – Rec Budget

Battle Creek Natural Area – Rec Budget

Next meeting February 9, 2015

Revisit Draft Rec Plan after Board input.

Budget info for Township Board

Set and approve FY 2015/2016 schedule

**Public Comment:** None

### **Adjournment at 9:00**

Respectfully submitted,

Lois MacLean, Recording Secretary

WHITEWATER TOWNSHIP PLANNING COMMISSION  
MINUTES FOR REGULAR MEETING, FEBRUARY 4, 2015

Call to Order at 7:02 p.m.

Roll Call: Dean, Lawson, Link, Hooper

Absent: Mangus, Miller, Lyons

Also in attendance: Recording Secretary, MacLean

Set/Adjust Agenda: Add PC15-01 Resolution and Article 17 into New Business

Approval of Minutes: January 7, 2015, Regular Meeting Minutes: Motion to approve by Lawson , second by Dean. All in favor. Motion carried.

Declaration of Conflict of Interest None.

Public Comment: None

Public Hearing: None

Reports:

*Correspondence:* None.

*Zoning Administrator Report:* NA

*Township Board Representative, Lawson:* From the Board regarding the Draft Master Plan, just a few changes to be made.

*ZBA Representative, Lyons:* NA

*Chair, Link:* None

Old Business

1. Master Plan Draft remains under Township Board review. Dean notes that the changes that were mentioned at the Board meeting, mostly just grammatical changes, have been made. Dean intends on getting the updates done and ready for the Board to have for the weekend to have for next Tuesday's meeting. He will include an exception list. Consensus to have Dean make the changes and forward to the Board. The Board's plan is to immediately start the review process. Bring it back for final approval in March.

New Business:

1. Private Road Ordinance – General Ordinance 32: The Township Board has officially directed the PC to develop road standards to be incorporated into the Whitewater Township Zoning Ordinance. General Ordinance #32 presented along with an example for discussion.  
Referring to the example: Discussion:  
Introduction: Emergency service access; road agreements between property owners; seasonal use homes; protection property rights; grandfather in the current private roads; current private roads that are added on to would need to be updated to current standards.  
From existing ordinance: looking for more feedback.  
Design Standards: American Association of State Highway and Transportation Officials (AASHTO); Approval as part of the zoning ordinance is by the zoning administrator;  
Violations, Fees, Severability, etc.  
Attachment A: get an estimate of what a quarter mile road would cost: gravel vs. asphalt;  
At what point does it become a subdivision? PUD? 2 vs.3, 4, 5 and more? Different levels 2-4, 4-8, 8+?  
As a township we want it to be valuable, re-sellable and attractive.  
Have to be attractive to the \$100,000 home builder and the million dollar home builder.  
Would like everyone to come back with input.  
Public comment allowed on this subject: Lois MacLean 5919 Linderleaf Lane; described the private road situation on Linderleaf. We have a road agreement for grading and plowing. There are six homes with two more township approved splits on the road. Regarding "grandfathering", is the number lots that are already approved or the number of homes? What level of road upgrade is necessary when home are built on already

existing parcels of property? It doesn't make sense to pave a road that is coming off of a gravel road. Just some food for thought. Long winding road/drive where there is a possible problem with emergency service vehicle access, maybe they should sign a waiver stating that they know there is a possibility that all of the emergency vehicles may not be able to get in. As long as they are made aware, then it is their choice, their risk.

2. Resolution #PC15-01, 2015/2016 Meeting Schedule. Motion to accept Resolution #P15-01 for the 2015/2016 meeting schedule by Lawson, second by Dean. Roll call: Hooper-yes, Link-yes, Lawson-yes, Dean-yes. Motion carried. Resolution #PC15-01 approved..
3. Article 17: Administration: need acting zoning administrator. Recommend to pass on to the Board for approval and then a public hearing on verbiage change that limits the amount of time an interim Zoning Administrator can be approved for. Look to the PC by-laws, township administration rules to determine who holds the public hearing. Motion to pass verbiage change onto the Board by Hooper, second Lawson. All in favor. Motion carried.
4. Next Regular Meeting: March 4:  
Draft Master Plan with motion to spend money for printing, etc. Final payment to editor and printing.  
Budget for 2015/2016  
Road Ordinance

Public Comment: None

Commission Discussion/Comments:

Continuing Education:

- a. Community Engagement, February 12, 5-9 p.m., 400 Boardman Ave., TC
- b. Corridor Approach to Access Management Webinar, on demand, schedule a time and date for PC mems interested. Key issue that will be addressed in the future. 5:30 at the township on the 4<sup>th</sup> before the next meeting.
- c. Getting Back on Track re: railroads in the area, February 16, 7 p.m., State Theatre, 223 E Front St., TC.

Adjournment: 9:05 p.m.

Respectfully Submitted  
Lois MacLean,  
Recording Secretary

**To:** Ron Popp, Supervisor  
**From:** Cheryl A. Goss, Clerk  
**Date:** 02/18/2015  
**Re:** Ambulance Overtime Costs for PPE 02/15/2015

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I originally reported on overtime for ambulance personnel in an e-mail to you dated 02/16/2015. However, there were some errors, including missing another employee who had overtime in the second week, as brought to my attention by Deputy Clerk Hooper during the payroll process.

Here are the revised calculations of overtime for the pay period ending (PPE) 02/15/2015:

Week 1:

Martin – 48 hours worked – 40 straight time/8 overtime  
Straughen – 48 hours worked – 40 straight/8 overtime  
McCullen – 48 hours worked – 40 straight/8 overtime  
Kreps – 48 hours worked – 40 straight/8 overtime

Week 2:

Martin – 72 hours worked – 40 straight/32 overtime  
Straughen – 48 hours worked – 40 straight/8 overtime  
McCullen – 48 hours worked – 40 straight/8 overtime  
Kreps – 48 hours worked - 40 straight/8 overtime  
Bailey – 48 hours worked – 40 straight/8 overtime

All employees' hourly rate is \$12/hour (overtime rate \$18/hour), except McCullen at \$14/hour (overtime rate \$21/hour).

Costs Week 1:

24 hours OT at \$18/hour =	\$ 432.00
8 hours OT at \$21/hour =	168.00
Total wages =	600.00
Payroll taxes (7.65%) =	45.90
Work Comp (9.8%) =	58.80
Total Week 1	\$ 704.70

Costs Week 2:

56 hours OT at \$18/hour =	\$ 1,008.00
8 hours OT at \$21/hour =	168.00
Total wages =	\$ 1,176.00
Payroll taxes (7.65%) =	89.96
Work Comp (9.8%) =	115.24
Total Week 2	\$1,381.20

**GRAND TOTAL FOR PPE 02/15/2015: \$2,085.90**

PPE 02/15/2015		SUMMARY OF DUTY CREW/ON CALL/AMB COORD HRS/RUNS						
<b>Week 1</b>		<b>Mon 2/2</b>	<b>Tues 2/3</b>	<b>Wed 2/4</b>	<b>Thurs 2/5</b>	<b>Fri 2/6</b>	<b>Sat 2/7</b>	<b>Sun 2/8</b>
Duty Crew 7a-7p		DM/DS	DM/AM	LK/AM	LB	DM/DS	DS	MF/LK
On Call 7a-7p					TA		TA	
Duty Crew 7p - 7a		DM/DS	LK/AM	LB		AM	LK	
On Call 7p-7a				LG	MF/LG	LG	MF	MF/LG
AMB COORD HRS								
<b>Week 2</b>		<b>Mon 2/9</b>	<b>Tues 2/10</b>	<b>Wed 2/11</b>	<b>Thurs 2/12</b>	<b>Fri 2/13</b>	<b>Sat 2/14</b>	<b>Sun 2/15</b>
Duty Crew 7a-7p		DM/DS	DM/AM	LK/AM	LB	DM/DS	DM/DS	LK
On Call 7a-7p					TA			LG
Duty Crew 7p-7a		DM/DS	LK/AM	LB	LB	LB/AM	LK/DM	
On Call 7p-7a				MF	LG			MF/LG
AMB COORD HRS								
<b>RESPONSES - (T = TRANSPORTS, NT = NON-TRANSPORTS)</b>								
	<b>Type</b>	<b>Date</b>	<b>Time</b>	<b>Responders</b>	<b>ALS</b>			
	T-7/014	2/2/2015	5:31 pm	DM/DS	NO			
	T-8/015	2/2/2015	8:25 pm	DM/DS	NO			
	NT-016	2/3/2015	10:16 pm	LK/AM	YES			
	T-9/017	2/4/2015	8:56 pm	LB/LG	NO			
	INC 018	2/5/2015	2:03 pm	TA/LB	NO	Cancelled		
	INC 019	2/6/2015	9:36 pm	LG/AM	NO	Fire Standby		
	T-10/020	2/10/2015	4:14 am	DM/DS	NO			
	T-11/021	2/12/2015	11:10 am	TA/LB	YES			
	T-12/022	2/13/2015	1:57 pm	DM/DS	NO			
	023 VASA	2/14/2015	8:20 am	DM/DS	9:12a Clr Tm			
	T-13/024	2/14/2015	9:13 am	DM/DS	NO			
	NT-025	2/14/2015	11:26 am	DM/DS	NO			
	T-14/026	2/15/2015	3:58 am	LK/DM	NO			
<b>KEY TO RESPONDERS' INITIALS:</b>								
AM = Alan McCullen		HS = Hilary Smith		RR = Rudy Rakan				
AR = Ann Riker		LB = Lee Bailey		SF = Shawn Fitzgerald				
BO = Benjamin O'Connor		LG = Levi Gaskin		TA = Tim Arbenowske				
DM = Dawn Martin		LK = Lesa Kreps						
DS = Doug Straughen		MF = Micaiah Foust						

<b>PPE 02/15/2015 (continued)</b>							
<b># of Shifts Worked This Pay Period:</b>							
AM - 8	HS - 0	RR - 0					
AR - 0	LB - 6	SF - 0					
BO - 0	LG - 7	TA - 3					
DM - 10	LK - 8						
DS - 8	MF - 6						
<b>SHIFTS FILLED/EMPTY/UNDERSTAFFED:</b>							
<b>(56 shifts available per pay period)</b>							
Filled Shifts:	56						
Empty Shifts:	0						
Understaffed Shifts:	0						



**To:** Whitewater Township Board  
**From:** Cheryl A. Goss, Clerk  
**Date:** 03/04/2015 - **REVISED 03/06/2015**  
**Re:** Ambulance Overtime Costs for PPE 03/01/2015

---

Consistent with the representation that a "core group" of responders would be working to cover all shifts but that overtime would be necessary, following are the overtime costs for pay period ending 03/01/2015. See attached 2-page summary of shifts and runs during this pay period.

A total of 80 hours of overtime was incurred, 16 hours each for 5 responders (Bailey, Kreps, Martin, McCullen, and Straughen).

64 OT hours were paid at \$18/hour	\$ 1,152.00
7.65% payroll tax	88.12
9.8% workers comp	112.89
16 OT hours were paid at \$21/hour	336.00
7.65% payroll tax	25.70
9.8% workers comp	32.92

TOTAL OF OVERTIME WAGES/COSTS \$ 1,747.63

GROSS AMBULANCE WAGES (straight time and OT) FOR PPE 03/01/2015 = ~~\$ 12,617.25 (not including costs)~~ (This figure was the gross wages for ALL employees for this pay period. My apologies for the error.)

**REVISED GROSS AMBULANCE WAGE FIGURES BELOW:**

Gross wages (straight time and OT) for PPE 03/01/2015 are:	\$ 7,468.00
7.65% payroll tax	571.30
9.8% workers comp	731.86
TOTAL	\$ 8,771.16

PPE 03/01/2015		SUMMARY OF DUTY CREW/ON CALL/AMB COORD HRS/RUNS						
<b>Week 1</b>		<b>Mon 2/16</b>	<b>Tues 2/17</b>	<b>Wed 2/18</b>	<b>Thurs 2/19</b>	<b>Fri 2/20</b>	<b>Sat 2/21</b>	<b>Sun 2/22</b>
Duty Crew 7a-7p		DM/DS	DM/AM	LK/AM	LB	DM/DS	DS	LK
On Call 7a-7p					TA		TA	LG
Duty Crew 7p - 7a		DM/DS	LK/AM	LB	LB7-9/MF9-7	LB/AM	MF7-9/LB9-7	
On Call 7p-7a				MF	LG		LK	
AMB COORD HRS								
<b>Week 2</b>		<b>Mon 2/23</b>	<b>Tues 2/24</b>	<b>Wed 2/25</b>	<b>Thurs 2/26</b>	<b>Fri 2/27</b>	<b>Sat 2/28</b>	<b>Sun 3/1</b>
Duty Crew 7a-7p		DM/DS	DM/AM	LK/AM	LB	HS/DS	DS	LK
On Call 7a-7p					TA		TA	LG
Duty Crew 7p-7a		DM/DS	LK/AM	LB	LB	LB/AM	LK/DM	
On Call 7p-7a				MF	LG			MF/LG
AMB COORD HRS								
<b>RESPONSES - (T = TRANSPORTS, NT = NON-TRANSPORTS)</b>								
	<b>Type</b>	<b>Date</b>	<b>Time</b>	<b>Responders</b>	<b>ALS</b>			
	NT-027	2/16/2015	10:59 pm	DM/DS	NO			
	T-15/028	2/18/2015	3:39 pm	LK/AM	NO			
	T-16/029	2/22/2015	2:08 am	LB/LK	NO			
	NT-030	2/22/2015	1:52 pm	LG/LK	NO			
	T-17/031	2/24/2015	10:12 am	DM/AM	NO			
	T-18/032	2/28/2015	10:08 am	TA/DS	YES			
	T-19/033	2/28/2015	11:00 pm	LK/DM	NO			
	NT-034	3/1/2015	6:55 pm	LG/LK	NO			
<b>KEY TO RESPONDERS' INITIALS:</b>								
AM = Alan McCullen		HS = Hilary Smith		RR = Rudy Rakan				
AR = Ann Riker		LB = Lee Bailey		SF = Shawn Fitzgerald				
BO = Benjamin O'Connor		LG = Levi Gaskin		TA = Tim Arbenowske				
DM = Dawn Martin		LK = Lesa Kreps						
DS = Doug Straughen		MF = Micaiah Foust						

<b>PPE 03/01/2015 (continued)</b>							
<b># of Shifts Worked This Pay Period:</b>							
AM - 8		HS - 1			MF - 4		
AR - 0		LB - 8			RR - 0		
BO - 0		LG - 5			SF - 0		
DM - 8		LK - 8			TA - 4		
DS - 8							
<b>SHIFTS FILLED/EMPTY/UNDERSTAFFED:</b>							
<b>(56 shifts available per pay period)</b>							
Filled Shifts:	54						
Empty Shifts:	2						
Understaffed Shifts:	0						

## Grand Traverse Sheriff Department Calls for Service Statistics

**Month**    **Year**  
February    2015

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL					
	449	561	563	527	566	536	446	3,648					
Hour of Day	0	1	2	3	4	5	6	7	8	9	10	11	
	95	62	73	40	33	55	62	113	188	186	184	235	
Location	12	13	14	15	16	17	18	19	20	21	22	23	
	155	188	172	257	212	222	209	184	165	169	224	165	
Location	Citations	Traffic Crashes			Arrests			*Other	Criminal	Non-Criminal	Traffic Crashes	Total	
		Fatal	PIA	PDA	OWI	MIP	Criminal						
01 Acme	21	0	3	34	1	1	8	164	16	31	37	248	
02 Blair	76	0	3	43	1	0	56	279	71	73	46	469	
03 East Bay	49	0	3	68	4	8	23	291	58	74	71	494	
04 Fife Lake	7	0	3	8	1	0	3	62	5	10	11	88	
05 Garfield	180	0	9	110	6	3	81	826	269	278	119	1,492	
06 Grant	1	0	0	4	0	0	7	13	4	1	4	22	
07 Green Lake	19	0	1	19	3	0	12	111	24	29	20	184	
08 Long Lake	8	0	0	12	0	0	1	94	13	33	12	152	
09 Mayfield	11	0	4	12	1	0	0	57	6	11	16	90	
10 Peninsula	3	0	0	3	0	0	0	37	8	17	3	65	
11 Paradise	9	1	1	15	0	0	3	63	7	19	17	106	
12 Union	14	0	1	6	0	0	0	20	3	4	7	34	
13 Whitewater	11	1	0	7	0	0	6	49	11	9	8	77	
29 Fife Lake Vlg	3	0	0	1	0	0	1	16	6	7	1	30	
30 Kingsley Vlg	10	0	1	2	0	0	5	71	9	14	3	97	
66 Traverse City	12	0	0	0	0	0	61	0	0	0	0	0	
84 Out of County	0	0	0	0	0	0	13	0	0	0	0	0	
<b>Totals</b>	<b>434</b>	<b>2</b>	<b>29</b>	<b>344</b>	<b>17</b>	<b>12</b>	<b>280</b>	<b>2,153</b>	<b>510</b>	<b>610</b>	<b>375</b>	<b>3,648</b>	

\*Other Calls for Service Include: 911 Hangups; BOL; Follow-up to Complaints; Motorist Assists; Public Relations; Serving Legal papers; Traffic Stops; Warrant Attempts

Ticket stats are based on what District Court has entered as of 2/27/15.

Arrest stats are as of 3/01/15.

RECEIVED

3-4-15

CB

## Cheryl A. Goss

---

**From:** Debra Horner <dhorner@umich.edu>  
**Sent:** Monday, February 23, 2015 11:37 AM  
**To:** mpps-distribution-2014-townships-03@umich.edu  
**Subject:** Michigan local leaders' views on road conditions and funding, from the Michigan Public Policy Survey (MPPS)

To: Michigan's township officials  
From: University of Michigan's Center for Local, State, and Urban Policy

Date: February 23, 2015

Below is a link to a new report from the University of Michigan's Center for Local, State, and Urban Policy (CLOSUP) regarding roads and bridges in Michigan communities.

As part of the Michigan Public Policy Survey (MPPS), CLOSUP surveyed local government leaders like you from 1,356 Michigan jurisdictions (counties, cities, townships, and villages) about a range of issues surrounding roads and bridges in their jurisdictions, from their current condition and maintenance to state and local road funding, and more.

The MPPS finds that though road conditions vary widely across the state, there is widespread agreement among local leaders that a major increase in state-level funding is needed just to maintain roads, let alone improve them. Most jurisdictions estimate that state-level funding needs to be increased by at least 50% in order to maintain roads, while they believe improving roads would require at least doubling current state funding. The most popular funding options among local leaders, however, are not likely to generate enough revenue to meet those stated needs.

The report is summarized below, and the full report is available on the CLOSUP homepage: <http://closup.umich.edu>.

You can read or download the report from the website, or if you contact us here at CLOSUP ([closup-mpps@umich.edu](mailto:closup-mpps@umich.edu)) we would be happy to email you a .pdf version.

### Key Findings:

Just 1 in 5 (19%) of Michigan's local leaders say their jurisdictions' roads overall are in "good" condition, while 24% say their roads are in "poor" condition. The balance (57%) say their roads are somewhere in between, rating them as "fair."

The majority (52%) of local officials say that their jurisdictions are mostly or only able to keep up with short-term road fixes (e.g., filling potholes) as opposed to practicing long-term asset management. Where roads are poor, 71% say they are mostly or only able to focus on short-term fixes.

Overall, 65% of local leaders say they would have significant problems improving roads and bridges within their jurisdictions if the state does not significantly increase road funding. In fact, a majority (53%) say it would be a significant problem just to maintain their roads if the state does not significantly increase funding.

When asked how much is needed, 79% of local leaders estimate they would need a 50% increase or more in state funding just to maintain their roads. And if they wanted to improve their roads, more than half (56%) say that they would need state funding to at least double.

When presented in the Fall 2014 MPPS as a stand-alone option to raise road funding, local leaders were split on support for a state sales tax increase. Overall, 43% of local leaders supported such an increase while 38% opposed it. They may or may not feel differently about the more complicated plan set for a May 5 statewide vote.

What would happen if sufficient funds are not raised at the state level? Only 26% of local leaders believe that that the majority of their citizens would support raising additional local revenue for roads. Based on how jurisdictions have coped with the recent era of insufficient road funding, the other primary approaches would likely include a combination of further cuts to road maintenance, cuts to other public services and staff to divert money toward roads, and possibly more collaboration to stretch dollars.

More detailed information is available in the report itself.

\*\*\*

The Fall 2014 wave of the MPPS also addressed additional transportation-related issues such as transit, interactions with the county road commission, and private roads, as well as state and local ethics policies. The results on these issues will be released in upcoming reports available later this spring. All of our reports are distributed to state government officials and other policymakers, and they are widely cited in the media (<http://closup.umich.edu/michigan-public-policy-survey/mpps-news.php>).

The CLOSUP website now provides detailed tables of the data collected in all of the previous MPPS surveys, with the Fall 2014 data now available. The data is broken down by jurisdiction type, population size, and region of the state. These easy-to-read tables can be found at: <http://closup.umich.edu/michigan-public-policy-survey/mpps-data-tables.php>

We are happy to answer any questions you may have, and to help you interpret the data. We would also be happy to produce customized data tables for different groupings of local governments, such as responses for all jurisdictions within a particular county. Our goal is to help inform the policymaking process in Michigan at all levels, and we hope these data will help serve that purpose.

\*\*\*

The MPPS is conducted by CLOSUP in partnership with the Michigan Association of Counties, Michigan Municipal League, and Michigan Townships Association. The survey program is unique in the country as the only ongoing survey targeted at every unit of general purpose local government across an entire state.

For more information, contact MPPS staff by email at [closup-mpps@umich.edu](mailto:closup-mpps@umich.edu) or by phone at 734-647-4091. More information is also available on the CLOSUP website at: <http://closup.umich.edu>. Follow CLOSUP on Twitter @closup.



RECEIVED  
3-3-15  
CG

February 25, 2015

Whitewater Township  
Attn: Township Clerk  
PO Box 159  
Williamsburg, MI 49690

Re: Sublease of Ground Lease 67616 ("Ground Lease") and subsequent leaseback of a portion of Site 167218, located at 8380 Old M-72, Williamsburg, MI (the "Site")

Dear Whitewater Township:

On February 5, 2015, Verizon Communications Inc. ("Verizon") entered into an agreement ("Agreement") with American Tower Corporation ("American Tower") regarding a portion of Verizon's tower portfolio (the "Portfolio"), including the right for American Tower to manage and operate the Portfolio. Your Ground Lease and the Site associated with the Ground Lease are part of the Portfolio.

American Tower and Verizon expect the initial transactions contemplated under the Agreement ("Transaction") to close on or before May 1, 2015. As part of the Transaction, Verizon's affiliate party to the Ground Lease will: (i) sublease the Ground Lease to American Tower or one of its affiliates and (ii) leaseback a portion of the Site from American Tower or one of its affiliates and retain certain rights to continue using such portion of the Site (such sublease and leaseback hereinafter referred to as the "Ground Lease Sublease and Leaseback").

The purpose of this letter is to provide you notice of the Ground Lease Sublease and Leaseback. No further action is required to be taken on your part. If you have questions about the Transaction or this notice, please email us at [land@AmericanTower.com](mailto:land@AmericanTower.com) or call 877-362-1658.

Sincerely,

Justine D. Paul

ATC Site Number: 414726  
ATC Lease Number: VZL67616  
VZ Site Number: 167218  
VZLease Number: 67616



February 25, 2015

RECEIVED  
3-5-15  
Cg

Whitewater Township  
Attn: Township Clerk  
PO Box 159  
Williamsburg, MI 49690

Re: Sublease of Ground Lease 67513 ("Ground Lease") and subsequent leaseback of a portion of Site 167223, located at 9500 Park Road, Williamston, MI (the "Site")

Dear Whitewater Township:

On February 5, 2015, Verizon Communications Inc. ("Verizon") entered into an agreement ("Agreement") with American Tower Corporation ("American Tower") regarding a portion of Verizon's tower portfolio (the "Portfolio"), including the right for American Tower to manage and operate the Portfolio. Your Ground Lease and the Site associated with the Ground Lease are part of the Portfolio.

American Tower and Verizon expect the initial transactions contemplated under the Agreement ("Transaction") to close on or before May 1, 2015. As part of the Transaction, Verizon's affiliate party to the Ground Lease will: (i) sublease the Ground Lease to American Tower or one of its affiliates and (ii) leaseback a portion of the Site from American Tower or one of its affiliates and retain certain rights to continue using such portion of the Site (such sublease and leaseback hereinafter referred to as the "Ground Lease Sublease and Leaseback").

The purpose of this letter is to provide you notice of the Ground Lease Sublease and Leaseback. No further action is required to be taken on your part. If you have questions about the Transaction or this notice, please email us at [land@AmericanTower.com](mailto:land@AmericanTower.com) or call 877-362-1658.

Sincerely,

A handwritten signature in cursive script that reads "Justine Paul".

Justine D. Paul

ATC Site Number: 414727  
ATC Lease Number: VZL67513  
VZ Site Number: 167223  
VZLease Number: 67513



## Cheryl A. Goss

---

**From:** Sisson, Paul (DEQ) <SISSONP@michigan.gov>  
**Sent:** Thursday, March 05, 2015 4:22 PM  
**To:** Cheryl Walton  
**Cc:** Rottiers, Sarah (DEQ); Graves, David (DEQ); Hoeh, Jeremy (DEQ)  
**Subject:** RE: Followup of Discussion re: Tents in Campgrounds

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Extremely Important Information

Cheryl,

This will confirm our phone discussion of February 27, 2015 concerning the use of tents on campground sites. The issue of having more than one tent on a campsite used for sleeping quarters has been discussed for many years. As we discussed, the campground Act, Section 12501 defines a tent as a recreational unit and the campground rules, R 325.1556, Rule 6(7) allows a maximum of 8 people and only 1 recreational unit per campsite. Our tent policy deals with tents like those placed over a picnic table; these should not be considered as a recreational unit.

I indicated to you that, based on protecting the public health and safety, our current thinking is that limiting a site to a maximum of 8 people is a much more important consideration. We agree that most "sleeping" tents are designed for 2 to 4 people and if there is space available on a site, there is no public health reason to arbitrarily limit the number of tents needed to accommodate up to 8 people.

I am certain that it is a widespread practice for many campgrounds to allow a trailer and a tent on one site. The campground would allow this as long as members of an immediately family (parents and their children) are using the tent. My own family used a pop-up camper with the oldest child setting up their own tent to be separate from mom and dad. We did this in Michigan and all over the country with no one ever challenging us. Some campgrounds may also allow two tents occupied by two different couples. They may charge more for the second couple, but perhaps less than a charge for two sites.

Enforcement based on having two "sleeping" tents on a campsite is really a non-issue for us. We are currently working through the campground Act and rules and it is proposed to change Rule 6 to allow an RV plus one or more tents, or to allow multiple tents on a site. We would still limit a site to a maximum of 8 people, but leave it to the discretion of the CG owner when they would allow more than one tent. We have never enforced Rule 6 based on a CG site having more than one "sleeping" tent. We are not going to start now.

Please contact me if you have any questions.

Paul D. Sisson, P.E.  
Campgrounds & Pools Program  
Environmental Health Programs Unit  
Environmental Health Section  
Office of Drinking Water & Municipal Assistance  
Michigan Department of Environmental Quality

PO Box 30241  
Lansing, MI 48909-7741  
[sissonp@michigan.gov](mailto:sissonp@michigan.gov)

NEW PHONE NUMBER **517-284-6541**

FAX 517-241-1328

Website [www.michigan.gov/deqwater](http://www.michigan.gov/deqwater) or [DEQ - Campgrounds](#) or [DEQ - Pools](#)

Click on Campgrounds & Pools

---

**From:** Cheryl A. Goss [mailto:clerk@whitewatertownship.org]  
**Sent:** Monday, March 02, 2015 3:28 PM  
**To:** Sisson, Paul (DEQ)  
**Subject:** Followup of Discussion re: Tents in Campgrounds

Hi Paul –

You and I spoke on the telephone this past Friday pursuant to my call requesting clarification of a section of the campground law. Whitewater Township has operated a 55-site campground for many years.

The section of the campground law we discussed has to do with the number of tents allowed on a site. As you know, the law states, “A campground owner shall ensure that a site is occupied by not more than 8 persons and by not more than 1 recreational unit.” The definition of “recreational unit” includes a tent.

Whitewater Township is aware of DEQ Policy and Procedure # ODWMA-368-125-001, Tents in Campgrounds. However, this policy speaks only to tents “placed over the picnic table or over an area used for seating or activities.” It does not speak to additional tents used for sleeping purposes.

Our discussion on this topic addressed some camping world realities. First of all, it’s great that up to 8 people are allowed on a site, but the fact of the matter is that many families do not own a singular tent that sleeps 8 people! They must use more than one tent to accommodate their family unit (parents/children). Requiring them to reserve and pay for another site for an additional tent is inconvenient and costly. Many, many families utilize two sleeping tents, one for parents and one for kids.

The same inconvenience occurs with families who have an RV for their main sleeping quarters but who wish to have their children sleep in a small tent. Technically speaking, this also violates the 1-recreational-unit-per-site law.

In our phone conversation this past Friday, you explained the rationale behind the 8 people/1 recreational unit per site limitation, namely, to ensure that infrastructure (water, sewer, electric) is adequate for the number of people utilizing the campground. However, I heard you to say that the DEQ is not really concerned with the number of sleeping tents on a site, as long as the 8-person-per-site maximum is adhered to by the campground operator, and in fact no campground operator will be issued a violation for allowing more than 1 tent on a site.

You also advised last week that the DEQ is in the process of reviewing the campground law and is aware that the tent language has been a concern among campground operators.

Because we are about to embark upon the reservation process for the 2015 camping season, it would be very helpful to the Whitewater Township Board, as operator of our campground, if you could provide some clarification from the DEQ regarding the number of sleeping tents allowed on campsites.

Thank you.

*Cheryl A. Goss*

**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](mailto:clerk@whitewatertownship.org)**



RECEIVED  
3-6-15  
CG

4151 Okemos Road  
Okemos, MI 48864  
Ph: 517-381-0100  
Fax: 517-381-5051

March 3, 2015

Invoice # 26372

Ron Popp, Supervisor  
Whitewater Township  
5777 Vinton Road  
P.O. Box 159  
Williamsburg, MI 49690

Billing Attorney: William K Fahey

For Professional Services Rendered Through: February 28, 2015

**MATTER:** Nature's Way North LLC

<u>DATE</u>	<u>DESCRIPTION</u>	<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>RATE</u>	<u>AMOUNT</u>
02/19/15	Review/ analyze corresp. and pleadings and property record cards	RKB	0.30	\$190.00	57.00
	Totals				\$57.00
	<b>Total Fee &amp; Disbursements</b>				\$57.00
	Balance Forward <i>(Please disregard if already paid)</i>				\$133.00
	<b>Balance Due</b>				\$190.00

Pd.  
2/25/15



RECEIVED  
3-6-15  
CG

4151 Okemos Road  
Okemos, MI 48864  
Ph: 517-381-0100  
Fax: 517-381-5051

March 3, 2015

Invoice # 26373

Ron Popp, Supervisor  
Whitewater Township  
5777 Vinton Road  
P.O. Box 159  
Williamsburg, MI 49690

Billing Attorney: William K Fahey

For Professional Services Rendered Through: February 28, 2015

**MATTER:** General

<u>DATE</u>	<u>DESCRIPTION</u>	<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>RATE</u>	<u>AMOUNT</u>
02/03/15	Review Materials re Horse Park	WKF	0.30	\$190.00	57.00
	Revising answer to Chase complaint	SLK	1.70	\$160.00	272.00
	Research Zoning Ordinance and Appeal re: Horse Park	CNG	1.30	\$150.00	195.00
02/04/15	Corresp w/ R Popp re Chase Litigation and Assessor Issues	WKF	1.20	\$190.00	228.00
	Research Zoning Ordinance and Appeal re: Horse Park	CNG	7.70	\$150.00	1,155.00
02/05/15	Corresp w/ Client re Notice Requirements; Review Research on Horse Park	WKF	1.30	\$190.00	247.00
	Research Zoning Ordinance and Appeal re: Horse Park	CNG	4.00	\$150.00	600.00
02/06/15	Draft and Revise Opinion re HSBTB	WKF	6.00	\$190.00	1,140.00
02/11/15	Corresp w/ Client re HSBTB	WKF	0.50	\$190.00	95.00
02/12/15	Review Corresp from Client; Tel Conf w/ Attorney; Corresp w/ Clients	WKF	0.60	\$190.00	114.00
02/17/15	Review Ordinance; Corresp w/ Clients re HSBTB	WKF	1.00	\$190.00	190.00
02/18/15	Review Zoning Ordinance re Tree Issues; Corresp w/ Clients	WKF	1.80	\$190.00	342.00
02/20/15	Research and Corresp re Soils and ESLUP Issues; Review HSBTB Corresp; Draft Revised Legal Opinion	WKF	2.90	\$190.00	551.00
02/26/15	Review Materials from Appellant's Attorney; Research and Draft Opinion re HSBTB Hearing Issues; Tel Conf w/ R Popp	WKF	2.70	\$190.00	513.00
02/27/15	Corresp w/ R Popp re zoning statutes	WKF	0.30	\$190.00	57.00
	Totals				\$5,756.00
	Adjustment				- 1,500.00
	<u>Total Fees After Adjustment</u>				\$4,256.00

WhiteW.001

**Total Fee & Disbursements**

\$4,256.00

Balance Forward      *(Please disregard if already paid)*

\$728.00 Pd 2/25/15

**Balance Due**

\$4,984.00

**Whitewater Township Board  
Minutes of Regular Meeting held February 10, 2015**

**Call to Order/Pledge of Allegiance**

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

**Roll Call of Board Members**

Board Members present: Goss, Hubbell, Lawson, Popp

Board Members absent: Benak

Others present: County Commissioner Carol Crawford, Ambulance Coordinator Dawn Martin, and 12 others

**Set/Adjust Meeting Agenda**

Popp stated he would like to add his memo dated 02/06/2015 to the agenda. Copies were provided for the public.

No other adjustments were made.

**Motion by Lawson, seconded by Goss, to set the agenda that way.** There was no further discussion. **Ayes: Goss, Hubbell, Lawson, Popp. Opposed: None. Absent: Benak.**  
**Motion carried.**

**Declaration of Conflict of Interest**

None

**Public Comment**

Dee Widener, 5417 W. Mobile Trail, Blair Township, stated she would like to address some issues regarding Whitewater Township Park. Their family reunion has been held there for over 20 years. They love the park and are invested in it. The issue is that they are a group and need several campsites each year. They formerly reserved their sites through the call-in procedure. With the new system and the inability to reserve as a group, their family would likely be spread over the campground. She provided details regarding how state campgrounds and other parks accommodate groups. This year, they are looking at 10 sites. She provided estimated revenue figures for their group for 2015 and for the next 20 years. She stated her family has spent over \$15,000 at the campground. They are invested in the campground and they love it. She asked if it is possible to reserve multiple sites at once. Dee also stated most campgrounds allow two tents on a site or one tent and one camper; right now, Whitewater does not. She asked if there is any way to get this resolved before the April 1st deadline, because they are a big group and they love to celebrate their reunion in the campground. She provided a sheet showing projected revenue figures. If it cannot be resolved, they will have to go elsewhere.

Brief discussion followed.

**Public Hearing**

None

### **Reports/Presentations/Announcements/Comments**

**Grand Traverse County Sheriff Department Report** – No one is present from the Sheriff Department.

### **County Board of Commissioners Report**

Commissioner Crawford gave the following report:

- Regarding Soil Erosion, they are waiting on proposals from outside contractors so they can compare the cost of having their own department or outside contractors. Also, Pete Bruski is retiring.
- They have appealed to MERS to have the final two units having defined benefit retirement plans changed to a defined contribution plan. This is not supposed to be done unless there is 50% funding in those plans, which there is not. However, they have appealed to MERS to allow them to do that. This would help with the tremendous amount of money owed for unfunded pensions.
- They have been talking about bridges and dams. There is some concern about funding for the Cass Road bridge project, whether the funding is there, who is paying for it, exactly how much is the county on the hook for, and they are investigating this.
- They are having someone come in to explain results-based budgeting, which is a different way of budgeting, determining what things they are mandated to provide, and once they have budgeted for those, what do they have left and what do county residents really want them to provide. There are a lot of things that they provide that they are not mandated to provide and they want to know whether those are things that people value or a benefit that they want from county government.
- Their meetings are broadcast live every Wednesday night on Channel 191.

Brief discussion followed.

**Fire Captain Report** – Captain Arbenowske is not present.

### **Ambulance Coordinator Report**

Ambulance Coordinator Martin gave the following report:

- As of today, they are up to 20 calls, 10 transports, 10 negative transports.
- In January they had 12 calls.
- They did not have training yesterday due to a cancellation. It will be on February 17 at 6 pm with Wendy Dawson.
- Whitewater EMS is asking for approval to be part of the VASA this weekend. This is something they have been doing for over 13 years.
- On February 16, John Depue will be going over HIPAA protocols.
- In response to Popp's request for run numbers, Martin noted the following: In 2011, 163 total calls. In 2012, 186 calls. In 2013, 185 calls. In 2014, 203 calls.
- She and Popp have been meeting each week to discuss scheduling, missed calls. The gaps have been closed for February and March.
- She has been spending quality time with each provider to see where they are at, how they can grow, how they feel about the EMS and about our community.



- She relayed that a call at 4:00 a.m. this morning was a nice reminder from a patient and their family of the professionalism they felt they were being provided. She thanked the Board and the community for the opportunity to be able to serve and hopefully the continuing EMS in the township.

Audience member Rich Hargreaves, Glendenning Trail, asked if we have gotten staffed up to where we need to be.

Popp replied that he has a few words that might help address that. He stated the group, especially Doug Straughen, has been putting in a lot of additional time. They now have computerized scheduling on board. For the first time ever, they have a schedule out more than 45 days where all of the shifts are filled every week 24/7. The goal is to have it scheduled out at least 90 days. They have the capability to trade shifts a little easier now. All trades have to be approved by the ambulance coordinator. They would like to have 18 people. The roster is currently 11. Overtime is being paid. As a comparison to other full-time services, NorthFlight's average employee works 56 hours a week.

Brief discussion followed.

### **Planning Commission Report**

Lawson gave the following report:

- They had a meeting on February 4th. They adopted the new calendar for the year and adopted changes to the by-laws to allow for a temporary zoning administrator.
- They reviewed and had great discussion on the private road ordinance.
- Next meeting is March 4th.

Popp stated the PC chair asked for a flow chart of the process for amending, reviewing zoning ordinances. That will go to the chair and hopefully be distributed to everyone.

**Parks & Recreation Advisory Committee Report** – Board Representative Benak is not present.

### **Consent Calendar**

Popp stated he would like to look at the Parks & Recreation Advisory Committee minutes of November 10, under Old Business #2. A statement there talks about survey stakes that were placed in somebody's driveway and that someone's driveway falls within the 66-foot right-of-way of Lossie Trail. Popp stated that is not his recollection of how the survey came out. Popp stated he could not discern from the minutes who made the statement, but we need to make sure statements like this are correct. The surveyor may have to come back out and verify it. Popp stated he knows it is close, but he thinks there is two or three feet of space between a house or garage and the property line, which makes him wonder why zoning did not pick up on a side yard setback.

Receive and File

1. Supervisor's Report for January 2015 (none)
2. Clerk's Report for January 2015

3. Zoning Administrator's Report for January 2015 (none)
4. Fire Captain's January 2015 Activity Report (none)
5. Ambulance Coordinator's January 2015 Activity Report
6. Approved 11/10/2014 Parks & Recreation Advisory Committee Minutes
7. Approved 12/10/2014 Historical Society Minutes
8. Approved 01/07/2015 Planning Commission Minutes
9. Ambulance Financial Report for December 2014 and January 2015

#### Correspondence

1. Grand Traverse County Sheriff Department Statistics for January 2015
2. Draft Grand Traverse Rural Fire Department 01/21/2015 Minutes
3. Letter 02/02/2015 from Charter Communications re Channel Lineup Adjustments

#### Minutes

1. Recommend approval of 01/13/2015 and 01/27/2015 regular meeting minutes

#### Bills for Approval

1. Approval of Alden State Bank vouchers # 39123 through 39200
2. Approval of Alden State Bank Miami Beach voucher # 1158

#### Budget Amendments (none)

#### Revenue & Expenditure Report (none)

**Motion by Lawson, seconded by Hubbell, to approve the Consent Calendar.** There was no further discussion. **Roll call vote: Benak, absent; Goss, yes; Hubbell, yes; Lawson, yes; Popp, yes. Motion carried.**

#### Unfinished Business

##### Master Plan Review

Popp asked if there were any additional comments to be submitted.

Goss noted that she completed her comments and sent them to the Planning Commission on February 3rd.

Lawson stated Goss's comments were received and he got an email from Mickey Dean stating all the changes were made, except for a couple minor tweaks. Punctuation, spelling, and mislabels were corrected.

Goss noted an updated copy has been received.

Brief discussion followed concerning the correct spelling of Mabel/Mable. Historical Society Chairperson Snider has been asked to verify the spelling.

Hubbell stated he does not have comments; he has talked to Mickey a little bit.

Consensus was reached that the Draft Master Plan should be set for approval on the 02/24/2015 meeting agenda.

### **Parks & Recreation Master Plan**

Popp stated he has reviewed the DNR checklist but not the pages that go along with it. He has nothing new.

Goss stated she did review the plan with the DNR guidelines and the checklist, and submitted all her comments to the PRAC and the Township Board members yesterday.

Lawson stated he looked over part of it, noticed there were some things included that were not necessary and some things missing, but he has not gone through the whole thing yet.

Goss noted every park must have an accessibility evaluation. Also, every park that has been grant-assisted must have an update, including photographs.

Lawson also said some of the statistics might read easier if they were put into chart or graph form. He will prepare written comments.

Hubbell stated he does not have comments at this time.

Brief discussion followed.

Popp will collect comments and get them to PRAC Chairperson Melton.

### **Review Ambulance Job Descriptions / Review Ordinance 22 Pension Plan**

Popp stated the original job descriptions were limited to 24 hours a week, but that is not the way the emergency community operates. Many would prefer to pull longer shifts but fewer of them, in part, because they are sometimes working in 3-4 agencies a month. Popp stated he asked the ambulance coordinator to come to him with a core group of people who are willing to take as many shifts as possible and then relinquish shifts to other members who could substitute in. In the meeting with NorthFlight, it was revealed that, on average, their normal shift is 56 hours. Martin and the core group can fill their shifts with 48 hours, not 24.

Popp stated this means the job descriptions should be amended. This also takes into account Ordinance 22, the pension plan. The way Ordinance 22 is written, we have to cover those people under the benefit package. Early review of Ordinance 22 reveals that it was adopted by the township board seven years after the law authorizing it was repealed. This means that the existing pension plan could be affected by this, so we want to hear from the two people (on the township board) that this affects and find out what their thoughts are. Popp stated we are going to be paying overtime to the ambulance and he does not think benefits are in the immediate future for those folks or for anybody. The benefit side of things is a tightrope that is hard to get a year-to-year cost analysis on as far as rate hikes.

Popp stated he would really like to hear from Hubbell and Benak what their thoughts are on Ordinance 22. Do we repeal it? He stated he is open for some ideas. He noted that Ordinance 22 has been amended several times in the past to exclude certain individuals.

Popp stated he would like to know by the second meeting of this month what Hubbell's thoughts are. Also, the ordinance will be submitted to the attorney to see if it is even valid.

### **Ambulance Training Policy**

This agenda item was initially skipped; see Page 2452.

### **Clerk's Memo re: Parks & Recreation Advisory Committee**

Popp inquired of Goss what she would like to do with her parks and rec memo.

Goss stated that she provided the memo because of a concern she had about the Parks & Recreation committee members feeling that a new member was not going to be a good choice for them and the divisiveness that was being unnecessarily created. The memo asks for "the plug" to not be a topic for the PRAC. Goss stated she wants to see the PRAC be successful with all of their members. Also, pursuant to Benak's assertion on 02/04/2014 that the township board had given the PRAC authority to look into the plug issue, Goss reviewed township board minutes back to 11/09/2010 (before the PRAC was created) looking for this "authority" and prepared a 3-page document summarizing the results of the review.

Goss further noted that what really spurred her memo was Benak's comment that the plug issue could become something that would be the subject of a lawsuit for the township. Goss does not feel something that could be the subject of a lawsuit should be in the hands of an advisory committee. The Board should deal with that type of issue. Also, Goss stated she would like the PRAC to focus on the recreation plan and the long-ignored management plans for Petobego and Battle Creek Natural Area. Goss would like an agreement or consensus by the Township Board that the plug at the former mouth of Battle Creek is not an agenda item for the Parks & Recreation Advisory Committee.

Lastly, on her review of the minutes, Goss did not find where the former board gave the PRAC "authority" to look into the plug situation.

Hubbell stated it should be brought back so Benak's side can be heard. She has had some unexpected health issues.

Consensus was reached that it will be put on the agenda for the 02/24/2015 meeting for the last time.

### **Review Ambulance Job Descriptions (continued)**

Popp apologized and noted that he made a procedural error when moving on from the modification of the job descriptions, which needs a motion, and then skipped number 4 because numbers 3 and 5 affect one another.

Popp stated he would like to make a motion for the job descriptions that we amend the number of hours to read up to 56 per week. Some other items may need to be adjusted in the job descriptions. The question is: How does that affect our budget? Popp stated he will need to rewrite another ambulance budget to take these numbers into account and see how many paid on-call shifts we need to sprinkle in. Popp stated he is concerned, if we do not make adjustments, then we are going to have some open shifts. NorthFlight and Central Dispatch now want to know if we have any uncovered shifts.

**Motion by Popp to amend all the ambulance job descriptions (MFR, EMT-B, EMT-A, and Pager Duty) to allow up to 56 hours of work per week.**

Discussion followed regarding 56 versus 48 hours, 56 not being a multiple of 12, 36-hour shifts, flexibility of the industry, and maximum straight hour shifts.

Ambulance employee Alan McCullen stated that NorthFlight schedules 56. Somebody may work 60, 72, or 48 but are scheduled for 56. No one caps hours because you need that flexibility. Allied likes to keep it 48, but there are times where it is 60 straight. Kalkaska likes to only do 36. He has personally done 46, but they don't schedule two 24's back to back. Are they attempting to stay at 48? Yes. For the most part are we going to be at 48? Yes. It's all about flexibility within the agency to keep it a 24/7 service. Also, what was acceptable a year and a half, two years ago is not the case now, because the economy has improved. People who would be in this job in hard times have migrated to other jobs. In Kalkaska, they just had a 2% cost of living. They try to reassess the area averages every three years. They are probably going to get another 4% because they are falling behind other agencies. There are certain economic pressures out there.

Discussion followed.

**Hubbell seconded the motion.**

On further discussion, Goss stated she thinks 56 is too far and the overtime costs are going to be budget-busting.

Popp stated this is not what we are shooting for as the norm. Our goal will be to have the hours done. But until we can get additional responders, we need to be able to cover our shifts.

Goss stated that she knows Popp cannot predict how long it is going to be, but there was only one response to several recent ambulance ads. A couple years?

Ambulance employee Lesa Kreps stated she is one of the core group that has taken on responsibility of doing 48 hours, which she enjoys. If she has to do 56 hours, she is perfectly fine with that. She stated she wants to be here for the community. Don't make it so difficult that she cannot do her job. She stated if she has to do some overtime, she is okay with it because that is what she wants to do.

In response to a question of how many hours a week she works at her other job, Kreps stated she has quit that job and this is her full-time job. She just fills in (at her previous job) whenever possible, but it is few and far between.

Hubbell asked what the accommodations are for the 24-hour stays; are we legal doing it.

Popp stated if the building were built new, we would have to have fire sprinklers in the sleeping area, but we are going to have to address that in the very near future. Popp has a meeting potentially Friday with the tribe and will find out where their building is at. Also, some of the ambulance members have made some sketches of how they think some rearrangement can work inside the building.

Hubbell stated this is a moving thing, as he sees it, for Whitewater for the next year with the tribe to see if we can afford this. We might be doing something totally different a year from now, but we have to try to do it with what we have right now the best way we can.

Goss re-read the motion as follows: **Motion by Popp, seconded by Hubbell, to amend all ambulance job descriptions to allow up to 56 hours of work per week.** There was no further discussion. **Roll call vote: Goss, no; Hubbell, yes; Lawson, yes; Popp, yes; Benak, absent. Motion carried.**

### **Ambulance Training Policy**

Popp stated this is really for discussion purposes and that what we are looking to do is provide some value-packed incentives for these job descriptions, tie them around training. The training course is generally offered for free to the employee. Individual townships may sponsor these trainings. What we are trying to develop is how do we pay these people to go get this training. It is something we have done in the past and had absolutely no commitment coming back to us. We have paid for EMT training and continuing training and only gotten 4 or 5 shifts from personnel over a year.

Popp stated he has outlined some options in his memo and would like to have comments on this for the next board meeting as well.

Brief discussion followed.

### **New Business**

#### **AD Assessing Request for Representation**

Popp stated a land division issue came up multiple times in 2010, 2011, and a potential land division in 2012, in about June. Some banks got involved. It has been a long drawn-out lawsuit between the two individuals, some bankruptcies, etc. Now the township and its assessor have gotten drug into it. The attorneys realize that our part is minimal, if any, so the people bringing the suit have provided a document that says right now things are going okay and both parties are acting responsibly, so we may not need to sue you after all. Dawn Kuhns, in her official capacity as assessor, is being drug into it. She is asking that the township defend her using the attorney of our choice, if the suit ever does come to hearing.

Popp stated he originally understood Dawn to be an independent contractor, but by statute, Dawn is required to be an employee of the township. Legally speaking, Dawn is our employee and she also represents one of our subcontractors. Her being an employee, we would protect her just as we would protect any other employee or committee member.

Hubbell agreed.

Dawn Kuhns stated she has no comments.

Wording of an appropriate motion was discussed.

**Motion by Hubbell, seconded by Popp, to provide legal representation to Dawn Kuhns in her official capacity as Whitewater Township Assessor in the matter of Chase v Hill, et al.** There was no further discussion. **Roll call vote: Hubbell, yes; Lawson, yes; Popp, yes; Benak, absent; Goss, yes. Motion carried.**

#### **Review and Discuss Zoning Administrator Resumés**

There was discussion amongst the Board regarding the resumés submitted in response to the zoning administrator posting. Each board member expressed their interview preferences.

Consensus was reached to interview Vey, Olson, Miller, and Schuster.

Special meeting(s) for the purpose of interviews will be scheduled sometime after the next regular board meeting, which is 02/24/2015.

#### **Recommended Increases in Ambulance Service Rates**

Goss provided a memo dated 02/04/2015. She stated the recommended increases will bring the rates current with the allowed reimbursements. The treatment/no transport rate does not apply to Whitewater but should be adopted.

**Motion by Lawson, seconded by Goss, to increase the Whitewater Township Ambulance Service BLS Base Rate to \$435.00 per transport, to increase the Treatment/No Transport rate to \$405 per transport, and to increase the mileage rate to \$12.50 per loaded mile, effective February 10, 2015.** There was no further discussion. **Roll call vote: Lawson, yes; Popp, yes; Benak, absent; Goss, yes; Hubbell, yes. Motion carried.**

#### **Whitewater Township Park 2015 Dates and Rates**

Discussion occurred concerning the state park rate per night. County Commissioner Carol Crawford stated it was \$28 last year. Goss stated it has been six years since the township board looked at rates for the park. Goss recommends \$28 per night for peak season, \$23 per night for off peak season. The seasonal rate is based on the off-peak rate. At \$23 per night, the seasonal rate would be \$1541. There was discussion of leaving the camper boat launch fee (\$5) and reservation fee (\$8) at current levels.

**Motion by Popp, seconded by Lawson, to establish the following rates for Whitewater Township Park for the 2015 season: Peak season camping \$28 per night, off-peak season**

**camping \$23 per night, seasonal camping \$1541 per 67-night increment, camper boat launch fee \$5, and reservation fee \$8.** There was no further discussion. **Roll call vote: Popp, yes; Benak, absent; Goss, yes; Hubbell, yes; Lawson, yes.**

The Board then undertook the topic of dates for the 2015 season.

**Motion by Popp, seconded by Goss, to establish May 8 through September 30, 2015 as the 2015 camping season at Whitewater Township Park, further to designate the weekend of May 8 through May 10 as a free camping weekend.** There was no further discussion. **Ayes: Goss, Hubbell, Lawson, Popp. Nays: None. Absent: Benak. Motion carried.**

#### **Tabled Items**

##### **Review Administrative Policy Section 5 (tabled 10/14/2014)**

No discussion.

#### **Board Comments/Discussion**

Popp stated his only comment is please read his notes from the 02/06 meeting; they will be on the second agenda of the month.

There were no other Board comments or discussion.

#### **Announcements**

Upcoming Township Board meetings are the budget work session on 02/11/2015 at 6 p.m. and the budget work session on 02/16/2015 at 6 p.m.

Brief discussion followed concerning the suggestion of using the 03/24/2015 regular meeting date for the budget public hearing. Popp stated we will have a good idea of where we are at on the 16th and may decide then.

#### **Public Comment**

None

#### **Adjournment**

**Motion by Lawson, seconded by Hubbell, to adjourn.** Meeting adjourned at 9:07 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk



**Whitewater Township Board  
Minutes of Special Meeting held February 11, 2015**

**Call to Order**

Supervisor Popp called the meeting to order at 6:06 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

**Roll Call of Board Members**

Board Members present: Goss, Hubbell, Lawson, Popp

Board Members absent: Benak

Others present: None

**Set/Adjust Meeting Agenda**

No discussion.

**Declaration of Conflict of Interest**

No discussion.

**Public Comment**

None

**Agenda Items as Listed in Special Meeting Notice****Budget Work Session**

Starting with General Fund revenue, Popp noted that he anticipates about a 3% increase in taxable value. Revenue sharing this year is going to be an issue. It is tied to gasoline tax and the proposal for a 1% increase in the sales tax. The State Tax Commission will have a proposed number that can be used for budgeting.

Moving to expenditures in the General Fund, line items were discussed beginning with Department 101, Township Board, and continuing through Department 400, Planning Commission. However, due to Benak's absence, the Treasurer budget was not addressed.

A possible move of the Zoning or Treasurer office to the current Supervisor office was discussed. Popp also suggested that fee increases should be looked at in the zoning department.

Coincident with her presence in the township hall on other business, Historical Society Chairperson Luann Snider relayed to the Board that she has researched the correct spelling of Mabel/Mable. She reported that on graduation announcements it was spelled Mabel. There were newspaper articles and maps with both spellings. However, an 1895 map and a 1908 map show the spelling as Mabel.

Brief discussion followed regarding the Zoning Administrator salary line item as well as 999 Transfers to Other Funds.

**Board Comments/Discussion**

Popp announced that Acme Township has made an offer to share their ambulance with Whitewater Township. This would provide 18 hours a day of ALS service for \$45,000. Details still need to be worked out.

Brief discussion followed.

**Public Comment**

None

**Adjournment**

Motion by Hubbell, seconded by Lawson, to adjourn. Meeting adjourned at 8:26 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk

**Whitewater Township Board  
Minutes of Special Meeting held February 16, 2015**

**Call to Order**

Supervisor Popp called the meeting to order at 6:06 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

**Roll Call of Board Members**

Board Members present: Benak, Goss, Hubbell, Lawson, Popp

Board Members absent: None

Others present: None

**Set/Adjust Meeting Agenda**

Hubbell stated he would like an update on Popp's meeting with the tribe on Friday.

Popp noted that the meeting is on the third Friday, which is coming up.

**Declaration of Conflict of Interest**

None

**Public Comment**

None

**Agenda Items as Listed in Special Meeting Notice****Budget Work Session**

Continuing with General Fund, discussion picked up with Department 405, Zoning Administrator. The rest of the General Fund expenditure line items were discussed.

There was fairly lengthy discussion regarding whether the cost of new computers, printers, air conditioners should come out of departmental budgets or 970 Capital Expenditure. Goss will check with the auditors on this and report back.

The components of the \$187,000 allotted to 999 Transfers to Other Funds were discussed. Regarding the \$100,000 proposed for the Road Repair/Replacement Fund, Popp will forward to Board members the list of roads he has asked the Road Commission to evaluate for repair and will come up with an explanation of the \$100,000. He stated the goal is to get 3.5 to 4 miles done, gravel and/or asphalt work and tree repair.

Along the way, brief discussion occurred with respect to the special circumstances of Baggs Road.

Backing up to General Fund revenue, Popp stated he has confirmed that the township's taxable value this year will be \$188,000,000. Also, projected 2015 revenue sharing is about \$201,000.

Regarding the Road Repair/Replacement Fund, Popp has allocated \$75,000 to cost share programs and \$25,000 to tree maintenance or ancillary items.

Moving to Fire Fund, Popp stated we should be ready to put on the ballot the removal of the Fire Special Assessment District, to be replaced with something the voters have control over.

Fire Fund revenues and expenditures were discussed at length.

Returning to General Fund, the Treasurer budget was discussed next. Benak stated the cost of a replacement printer should be included in the budget, likely \$200 to \$300.

Deputy Treasurer wages were discussed. Benak stated Lois has been here a lot longer than Terese and she has no idea how they can possibly be making the same money, and that is not right. This Board should have made it right.

Discussion followed.

In response to Popp's question, Benak stated there is nothing in her budget she wants to change.

#### **Board Comments/Discussion**

None

#### **Public Comment**

None

#### **Adjournment**

Motion by Hubbell, seconded by Lawson, to adjourn. Meeting adjourned at 8:30 p.m.

**At 8:32 p.m., motion by Lawson, seconded by Hubbell, to reconvene for the purpose of setting further budget work session dates. Ayes: Benak, Goss, Hubbell, Lawson, Popp. Opposed: None. Motion carried.**

Various dates were discussed. Thursday February 19 at 6 p.m. and Monday February 23 at 6 p.m. were chosen as the next budget work session dates. Zoning Administrator interviews will likely be held the first week of March.

**Motion by Lawson, seconded by Hubbell, to adjourn.** Meeting adjourned at 8:40 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk

**Whitewater Township Board**  
**Minutes of Special Meeting held February 19, 2015**

**Call to Order**

Supervisor Popp called the meeting to order at 6:03 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

**Roll Call of Board Members**

Board Members present: Benak, Goss, Lawson, Popp

Board Members absent: Hubbell

Others present: None

**Set/Adjust Meeting Agenda**

No adjustments.

**Declaration of Conflict of Interest**

None

**Public Comment**

None

**Agenda Items as Listed in Special Meeting Notice****Budget Work Session**

Park Fund revenue and expenditure line items were extensively discussed. Goss noted that the showers need to be repainted. Tile, watertight plastic sheets, and FRP board were discussed as alternatives to painting. New line items will be created for credit card fees, vehicle maintenance, and equipment repair. Wood was more expensive than budgeted for last year because of a smaller split. Goss suggested the price for wood be increased. Discussion ensued concerning problems with the park wood splitter.

Several ideas for addressing replacement of the bluff stairs were put forward. The Professional Services line item may need to be utilized for the services of an architect or engineer.

Funds will be allocated in Capital Expenditure for the stairway and some type of storage building to replace the current shed. Popp described a possible future building at the park which could be utilized as a ranger station, golf cart storage, inside wood storage, perhaps as an additional storage location for the township.

Benak stated she would like to see some kind of new ranger station/storage facility at the park as well as a stairway.

Discussion followed concerning potential building dimensions, features, costs, and avenues of funding. Additional dock length, a service dock, and marina were also discussed, as well as additional parking.

Benak suggested a goals and capital expenditure list be created for the park.

Enlargement and improvement of the overflow parking area was discussed.

Conversation followed that perhaps this year the ground could be readied for a building with installation of infrastructure (sewer, power, water, fill), take care of the dock, and then build a building next year.

The salaries line item, 702, was discussed. Goss stated she spends a lot of time on park and would like to be paid for some of the hours she spends on it. Also, someone is needed to make sure shifts are covered. Popp has assisted with mechanical problems. Goss stated she would be happy to keep track of hours.

Benak stated there was a wage set up for the previous clerk when she was doing it and there was a job description.

Brief discussion followed regarding parks/recreation administrator and park manager positions.

All expenditure line items were reviewed again. After further discussion, Popp stated he does not think we will be able to take on a building. For Capital Expenditure, we should look at \$5,000 for roads, \$10,000 for a stairway, and \$5,000 for future ranger station site prep. This will create an operating deficit of \$25,716.

Popp asked if everyone was comfortable with not balancing the park budget.

Goss stated we might be pleasantly surprised that it does not end up that way. Lawson agreed. Benak had no comment.

Goss noted the next meeting is Monday at 6:00 p.m., followed by Tuesday at 7:00 p.m.

Popp stated he just had a thought that we did not include anything for showers.

Goss stated she understood that would be covered in Facility Repairs/Maintenance.

Monday's budget work session will pick up with Recreation Fund.

#### **Board Comments/Discussion**

None

#### **Public Comment**

None

#### **Adjournment**

**Motion by Lawson, seconded by Popp, to adjourn.** Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk

**Bills for Approval**  
**March 10, 2015**

**ALDEN STATE BANK**

ACCTS PAYABLE 2/10  
VOID CHECK  
SPECIAL PAYROLL 2/10  
PAYROLL 2/20  
ACCTS PAYABLE 2/24  
PAYROLL 3/6

**39201 - 39279**

39201 - 39216  
39217  
39218  
39219 - 39242  
39243 - 39258  
39259 - 39279

Grand Total \$5,982.11

Gross Payroll \$320.00  
Gross Payroll \$13,885.47  
Grand Total \$8,557.20  
Gross Payroll \$12,617.25

**FIRST COMMUNITY BANK - MIAMI BEACH 1159**

ACCTS PAYABLE 2/24

1159

Grand Total \$326.11

**FIRST COMMUNITY BANK - WMDLS**

# Check Register Report

Bills for Approval 03102015

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Whitewater Township

BANK: ALDEN STATE BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>ALDEN STATE BANK Checks</b>							
39201	02/10/2015	Printed		AT&T.	A T & T.	WWT PARK	55.91
39202	02/10/2015	Printed		AD ASSESS	AD ASSESSING INC	FEB 2015	1,633.33
39203	02/10/2015	Printed		AMERICAN	AMERICAN WASTE	WWT HALL	30.00
39204	02/10/2015	Printed		AT&T-CELL	AT&T	CELL PHONES	121.68
39205	02/10/2015	Printed		CHERRYLANE	CHERRYLAND ELECTRIC COOP	M72 & MOORE RD	42.49
39206	02/10/2015	Printed		DTE ENERGY	DTE ENERGY	FIRE STATION	306.07
39207	02/10/2015	Printed		EFTPS	EFTPS	1/23/2015 PAYROLL	2,001.88
39208	02/10/2015	Printed		ER NEWS	ELK RAPIDS NEWS LLC	HELP WANTED/AMBULANCE	21.88
39209	02/10/2015	Printed		KCI	KCI	POSTAGE FOR ASSESSMENT	781.65
39210	02/10/2015	Printed		LIFEGAS	LINDE GAS NORTH AMERICA LLC	OXYGEN	179.89
39211	02/10/2015	Printed		CULLIGAN	MCCARDEL CULLIGAN WATER COND	FEB RENTAL	8.00
39212	02/10/2015	Printed		STATE TAX	STATE OF MICHIGAN - TREASURY	1/23/15 PAYROLL	269.95
39213	02/10/2015	Printed		RECORD-TC	TRAVERSE CITY RECORD EAGLE	HELP WANTED FOR AMBULANCE	243.00
39214	02/10/2015	Printed		TRAV SAW	TRAVERSE SAW SERVICE	CHAIN SHARPENING	13.00
39215	02/10/2015	Printed		VISA	VISA	FIRE/AMBULANCE/PARK	259.38
39216	02/10/2015	Printed		WEST S	WEST SHORE PUBLICATIONS, LLC	HELP WANTED-AMBULANCE	14.00
39243	02/25/2015	Printed		BLACKMORE	BLACKMORE PROPERTY MAINTENANCE	12/17/14-1/30/15	950.00
39244	02/25/2015	Printed		HUBBELL	BRANDON HUBBELL	MAR 2015	550.00
39245	02/25/2015	Printed		BRICKHOUSE	BRICKHOUSE INTERACTIVE	3/15-3/16 DOMAIN NAME/HOSTING	605.00
39246	02/25/2015	Printed		CONSUMERS	CONSUMERS ENERGY	1/15/15-2/12/15	1,264.83
39247	02/25/2015	Printed		EFTPS	EFTPS	PAYROLL 2/06/15	1,817.83
39248	02/25/2015	Printed		FAHEY	FAHEY SCHULTZ BURZYCH RHODES	NATURES WAY THRU 1/31/15	861.00
39249	02/25/2015	Printed		FUELMAN	FUELMAN	1/01/15-1/31/15	199.88
39250	02/25/2015	Printed		MI OFFICE	MICHIGAN OFFICEWAYS	INK -MAILING MACHINE	177.50
39251	02/25/2015	Printed		MUNSON	MUNSON MEDICAL CENTER	KREPS/RIKER 12/20/2014 LIFE	250.00
39252	02/25/2015	Printed		MUNSON OH	MUNSON OCCUPATIONAL HEALTH	LAUREN MOSER PX	175.20
39253	02/25/2015	Printed		NFLIGHT	NORTH FLIGHT, INC	JAN 2015	125.00
39254	02/25/2015	Printed		NORTHWOOD	NORTHWOODS BUSINESS FORMS	PURCHASE ORDER FORMS	189.50
39255	02/25/2015	Printed		POPP	RON POPP	EDUCATIONAL MATERIALS	99.90
39256	02/25/2015	Printed		STAPLES	STAPLES	CLERK/ZONING/TWP BOARD/	957.18
39257	02/25/2015	Printed		STATE TAX	STATE OF MICHIGAN - TREASURY	PAYROLL 2/06/2015	244.38
39258	02/25/2015	Printed		TONY'S P	TONY'S PLUMBING	WATER ISSUE WWT HALL	90.00
<b>Total Checks: 32</b>						<b>Checks Total (excluding void checks):</b>	<b>14,539.31</b>
<b>Total Payments: 32</b>						<b>Bank Total (excluding void checks):</b>	<b>14,539.31</b>



**Check Register Report**

Bills for Approval 03102015

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Whitewater Township

BANK: FIRST COMMUNITY BANK MB

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>FIRST COMMUNITY BANK MB Checks</b>							
1159	02/24/2015	Printed		COTREAS	GRAND TRAVERSE CO TREASURER	DEC. 2014	326.11
				<b>Total Checks: 1</b>	<b>Checks Total (excluding void checks):</b>		<b>326.11</b>
				<b>Total Payments: 1</b>	<b>Bank Total (excluding void checks):</b>		<b>326.11</b>
				<b>Total Payments: 33</b>	<b>Grand Total (excluding void checks):</b>		<b>14,865.42</b>

**INVOICE APPROVAL LIST BY FUND REPORT**

Bills for Approval 03/10/2015

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Whitewater Township

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
<b>Fund: 101 GENERAL FUND</b>							
<b>Dept: 101 Township Board</b>							
101-101-727	Office Supplies & Exp						
	MICHIGAN OFFICEWAYS	0177290-001	INK -MAILING MACHINE	39250	02/12/2015	02/25/2015	177.50
	STAPLES		CLERK/ZONING/TWP BOARD/	39256	02/06/2015	02/25/2015	126.12
							<u>303.62</u>
						<b>Total Dept. Township Board:</b>	<b>303.62</b>
<b>Dept: 171 Supervisor</b>							
101-171-880	Education & Training						
	RON POPP		EDUCATIONAL MATERIALS	39255	02/17/2015	02/25/2015	49.95
							<u>49.95</u>
						<b>Total Dept. Supervisor:</b>	<b>49.95</b>
<b>Dept: 209 Assessor</b>							
101-209-728	Postage						
	KCI		POSTAGE FOR ASSESSMENT	39209	02/03/2015	02/10/2015	781.65
							<u>781.65</u>
101-209-807	Assessing Services						
	AD ASSESSING INC		FEB 2015	39202	02/01/2015	02/10/2015	1,633.33
							<u>1,633.33</u>
						<b>Total Dept. Assessor:</b>	<b>2,414.98</b>
<b>Dept: 210 Attorney</b>							
101-210-801	Legal Services						
	FAHEY SCHULTZ BURZYCH	26025	CHASE V HILL THRU 1/31/15	39248	02/03/2015	02/25/2015	728.00
	FAHEY SCHULTZ BURZYCH	26023	NATURES WAY THRU 1/31/15	39248	02/03/2015	02/25/2015	133.00
							<u>861.00</u>
						<b>Total Dept. Attorney:</b>	<b>861.00</b>
<b>Dept: 215 Clerk</b>							
101-215-727	Office Supplies & Exp						
	NORTHWOODS BUSINESS F	186718	PURCHASE ORDER FORMS	39254	02/04/2015	02/25/2015	189.50
	STAPLES		CLERK/ZONING/TWP BOARD/	39256	02/06/2015	02/25/2015	283.94
							<u>473.44</u>
101-215-880	Education & Training						
	RON POPP		EDUCATIONAL MATERIALS	39255	02/17/2015	02/25/2015	49.95
							<u>49.95</u>
						<b>Total Dept. Clerk:</b>	<b>523.39</b>
<b>Dept: 253 Treasurer</b>							
101-253-727	Office Supplies & Exp						
	STAPLES		CLERK/ZONING/TWP BOARD/	39256	02/06/2015	02/25/2015	458.97
							<u>458.97</u>
						<b>Total Dept. Treasurer:</b>	<b>458.97</b>
<b>Dept: 265 Township Hall &amp; Groun</b>							
101-265-740	Operating Expense &						
	MCCARDEL CULLIGAN WATI		FEB RENTAL	39211	01/29/2015	02/10/2015	8.00
							<u>8.00</u>
101-265-811	Waste Removal Servi						
	AMERICAN WASTE	1018629	WWT HALL	39203	02/01/2015	02/10/2015	15.00
							<u>15.00</u>
101-265-845	Snowplowing Service						



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Whitewater Township

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
206-336-920	Natural Gas DTE ENERGY		FIRE STATION	39206	01/28/2015	02/10/2015	306.07
							<u>306.07</u>
206-336-922	Electricity CONSUMERS ENERGY	206076150896	1/14/15-2/12/15	39246	02/12/2015	02/25/2015	289.30
							<u>289.30</u>
206-336-925	Cellular Phone AT&T		CELL PHONES	39204	01/22/2015	02/10/2015	54.38
							<u>54.38</u>
						<b>Total Dept. Fire Dept:</b>	<b>1,235.70</b>
						<b>Total Fund FIRE FUND:</b>	<b>1,235.70</b>

**Fund: 208 PARK FUND**

**Dept: 756 Township Park**

208-756-740	Operating Expense & TRAVERSE SAW SERVICE VISA	A09906	CHAIN SHARPENING FIRE/AMBULANCE/PARK	39214	01/31/2015	02/10/2015	13.00
				39215	01/28/2015	02/10/2015	120.08
							<u>133.08</u>
208-756-851	Internet/Website BRICKHOUSE INTERACTIVE	020915WWT	3/14-3/15 DOMAIN NAME/HOST	39245	02/09/2015	02/25/2015	315.00
	BRICKHOUSE INTERACTIVE	021015WWT	3/15-3/16 DOMAIN NAME/HOST	39245	02/10/2015	02/25/2015	290.00
							<u>605.00</u>
208-756-922	Electricity CONSUMERS ENERGY	203940270128	1/15/15-2/12/15	39246	02/12/2015	02/25/2015	22.61
	CONSUMERS ENERGY	203940270129	1/15/15-2/12/15	39246	02/12/2015	02/25/2015	29.88
							<u>52.49</u>
208-756-924	Telephone A T & T.	231267509102	WWT PARK	39201	02/01/2015	02/10/2015	55.91
							<u>55.91</u>
208-756-925	Cellular Phone AT&T		CELL PHONES	39204	01/22/2015	02/10/2015	54.39
							<u>54.39</u>
						<b>Total Dept. Township Park:</b>	<b>900.87</b>
						<b>Total Fund PARK FUND:</b>	<b>900.87</b>

**Fund: 209 RECREATION FUND**

**Dept: 757 Recreation**

209-757-922	Electricity CONSUMERS ENERGY	204563243706	1/14/15-2/12/15	39246	02/12/2015	02/25/2015	29.21
	CONSUMERS ENERGY	206076150897	1/14/15-2/12/15	39246	02/12/2015	02/25/2015	81.68
							<u>110.89</u>
						<b>Total Dept. Recreation:</b>	<b>110.89</b>
						<b>Fund RECREATION FUND:</b>	<b>110.89</b>

**Fund: 210 AMBULANCE FUND**

**Dept: 651 Ambulance**

210-651-727	Office Supplies & Exp STAPLES		CLERK/ZONING/TWP BOARD/	39256	02/06/2015	02/25/2015	17.08
							<u>17.08</u>

210-651-739 Fuel & Oil



**INVOICE APPROVAL LIST BY FUND REPORT**

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Whitewater Township

<b>Fund/Dept/Acct</b>	<b>Vendor Name</b>	<b>Invoice #</b>	<b>Invoice Desc.</b>	<b>Check #</b>	<b>Due Date</b>	<b>Check Date</b>	<b>Amount</b>
						<b>Total Dept. 000:</b>	<b>4,334.04</b>
						<b>YROLL CLEARING FUND:</b>	<b>4,334.04</b>
						<b>Grand Total:</b>	<b>14,865.42</b>

**WHITEWATER TOWNSHIP ORDINANCE CERTIFICATE**

State of Michigan )  
Township of Whitewater ) Ss  
County of Grand Traverse )

I, the undersigned, being the duly elected and qualified clerk of the Township of Whitewater, do hereby certify that the attached Ordinance No. 22 to the Whitewater Township Ordinances is a true and complete copy as adopted by the Whitewater Township Board at a regular meeting of the said Township Board held January 16, 1996.

I do further certify that a true and complete copy of Ordinance No. 22 was published on January 30, 1996 in the Traverse City Record-Eagle, a newspaper of general circulation in Whitewater Township, and that Ordinance No. 22 becomes effective on the date of publication.

I do further certify that the members of the Township Board voted upon Ordinance No. 22 by the following vote:

For the ordinance: Bertram, Shaffer, Amos, Galligan, Beckwith  
Against the ordinance: None  
Absent: None

I further certify that Ordinance No. 22 was duly filed in the Whitewater Township Book of Ordinances within one week after publication thereof.

In witness whereof, I have hereunto set my hand this 2<sup>nd</sup> day of February, 1996.



\_\_\_\_\_  
Sandra Beckwith  
Whitewater Township Clerk

22.00

ORDINANCE NO. 22  
WHITEWATER TOWNSHIP PENSION PLAN ORDINANCE

AN ORDINANCE TO CREATE AND ESTABLISH AN ANNUITY OR PENSION PLAN FOR THE OFFICERS AND EMPLOYEES OF WHITEWATER TOWNSHIP AND TO AUTHORIZE THE TOWNSHIP SUPERVISOR AND THE TOWNSHIP CLERK TO CONTRACT, IN THE NAME OF THE TOWNSHIP, FOR SUCH PLAN; TO DEFINE THOSE CLASSES OF OFFICERS AND EMPLOYEES WHO SHALL BE COVERED BY SUCH ANNUITY OR PENSION PLAN; TO SET FORTH THE RESPECTIVE PER CENTUM SHARES WHICH WHITEWATER TOWNSHIP AND THE OFFICERS AND EMPLOYEES SHALL CONTRIBUTE TO THE PREMIUM OR CHARGES ARISING UNDER SUCH ANNUITY OR PENSION PLAN CONTRACT AND TO FURTHER PROVIDE FOR THE DEDUCTION OF CONTRIBUTIONS FROM OFFICERS' AND EMPLOYEES' COMPENSATION; TO ESTABLISH THE TIME AT WHICH EXISTING AND FUTURE OFFICERS AND EMPLOYEES SHALL BECOME ELIGIBLE FOR SUCH PLAN AND TO FURTHER ESTABLISH THE NORMAL RETIREMENT DATE FOR ALL OFFICERS AND EMPLOYEES; TO PROVIDE A METHOD FOR NON-COVERAGE OF AN OFFICER OR EMPLOYEE OF THE ANNUITY OR PENSION PLAN; TO SET FORTH A DATE WHEREIN EACH PERSON COVERED UNDER THE ANNUITY OR PENSION PLAN SHALL HAVE A VESTED RIGHT OR INTEREST IN SUCH PLAN; TO RATIFY AND CONFIRM THE VALIDITY OF ANY ANNUITY OR PENSION PLAN IN EXISTENCE ON THE EFFECTIVE DATE OF THIS ORDINANCE; AND TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.

THE TOWNSHIP OF WHITEWATER, GRAND TRAVERSE COUNTY, MICHIGAN, ORDAINS:

SECTION 1:

This ordinance shall be known and cited as the "Whitewater Township Pension Plan Ordinance."

SECTION 2:

Pursuant to Public Act 27 of 1960, as amended, the Township of Whitewater hereby creates and establishes an annuity or pension plan and program for the pensioning of its officers and employees, and for such purposes, also hereby authorizes the township supervisor and the township clerk to contract, in the name of the township board, with any company authorized to transact such business within the State of Michigan for annuities or pension plans.



**SECTION 3:**

The annuity or pension plan created, established and contracted for under this ordinance shall cover each person within the following classes of officers and employees:

All elected members of the township board.

**SECTION 4:**

- A. The Township of Whitewater shall annually contribute one hundred per centum (100%) of that portion of the premium or charges arising under such annuity or pension contract for each person within the class of officers and employees enumerated in Section 3 hereof. Such contributions shall be secured from the general fund of the township. Each person within such class of officers and employees shall be responsible for the remainder of the premium or charges and the township clerk is hereby authorized to deduct the same from each person's pay, salary, or compensation and to apply the same to such person's responsibility.
- B. Each employee who is employed on the effective date of the annuity or pension plan shall be eligible for coverage on that day provided he or she then meets the following requirements, otherwise to be eligible on the first policy anniversary on which he or she meets them:
1. He or she has completed at least zero (0) years of continuous employment.
  2. His or her age (nearest birthday) is at least 18 years and not more than 75 years.

Every employee who becomes subsequently employed shall be eligible on the first policy anniversary on which he or she meets the following requirements:

1. He or she has completed at least zero (0) years of continuous employment.
2. His or her age (nearest birthday) is at least 18 years and not more than 75 years.

An employee's normal retirement date shall be the policy anniversary of the annuity or pension plan nearest his or her birthday.

- C. Any person desiring not to be so covered shall give written notice to the township clerk that he or she desires not to be covered, and if the notice is received before the person has become covered under the contract, he or she shall not be covered thereunder. If the notice is received after the individual has become covered, his coverage under the contract shall cease as provided for in the contract.

**SECTION 5:**

Each person so covered under the annuity or pension plan shall have a vested right or interest in such plan immediately from the date the plan becomes effective for such person.

**SECTION 6:**

The Township of Whitewater hereby ratifies and confirms the validity of any annuity or pension plan in existence on the effective date of this ordinance.

**SECTION 7:**

This ordinance shall take effect on the date of its publication. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Adopted: January 16, 1996**

**Published: January 30, 1996**

**Effective: January 30, 1996**

WHITEWATER TOWNSHIP ORDINANCE CERTIFICATE

State of Michigan )  
Township of Whitewater ) Ss  
County of Grand Traverse )

I, the undersigned, being the duly elected and qualified clerk of the Township of Whitewater, do hereby certify that the attached Amendment No. 1 to Ordinance No. 22 to the Whitewater Township Ordinances is a true and complete copy as adopted by the Whitewater Township Board at a regular meeting of the said Township Board held on August 21, 2001.

*ej* I do further certify that a true and complete copy of Amendment No. 1 to Ordinance No. 22 was published on September 5, 2001 in the Traverse City Record Eagle, a newspaper of general circulation in Whitewater Township, and that Amendment No. 1 to Ordinance No. 22 becomes effective 30 days after the date of publication.

I do further certify that the member of the Township Board voted upon Amendment No. 1 to Ordinance No. 22 by the following vote:  
For the ordinance: Hubbell, Jorgenson, Amos, Beckwith, Hockin  
Against the ordinance: None  
Absent: None

I further certify that Amendment No. 1 to Ordinance No. 22 was duly filed in the Whitewater Township Book of Ordinances within one week after publication thereof.

In witness whereof, I have hereunto set my hand this September 6, 2001

Carol Hockin  
Carol Hockin  
Whitewater Township Clerk

**AMENDMENT NO. 1 TO ORDINANCE NO. 22  
WHITEWATER TOWNSHIP PENSION PLAN ORDINANCE**

Add to Section 3:

All full-time salaried employees.

Amend Section 4.B. to read as follows:

Each employee who is employed on the effective date of the annuity or pension plan shall be eligible for coverage on that day provided his or her age (nearest birthday) is at least 18 years and not more than 75 years.

Every employee who becomes subsequently employed shall be eligible immediately provided his or her age (nearest birthday) is at least 18 years and not more than 75 years.

An employee's normal retirement date shall be the policy anniversary of the annuity or pension plan nearest his or her birthday.

**WHITEWATER TOWNSHIP ZONING ORDINANCE  
AMENDMENT CERTIFICATE**

State of Michigan            )  
Township of Whitewater    )     Ss  
County of Grand Traverse   )

I, the undersigned, being the duly elected and qualified clerk of the Township of Whitewater, do hereby certify that the attached Amendment No. 2 to Ordinance No. 22 to the Whitewater Township Ordinances is a true and complete copy as adopted by the Whitewater Township Board at a regular meeting of the said Township Board held on September 5, 2002.

I do further certify that a true and complete copy of Amendment No. 2 to Ordinance No. 22 was published on September 10, 2002 in the Traverse City Record Eagle, a newspaper of general circulation in Whitewater Township, and that Amendment No. 2 to Ordinance No. 22 becomes effective 30 days after the date of publication.

I do further certify that the members of the Township Board voted upon Amendment No. 2 to Ordinance No. 22 by the following vote:

For the ordinance: Beckwith, Couturier, Hockin, Hubbell, Amos

Against the ordinance: None

Absent: None

I further certify that Amendment No. 2 to Ordinance No. 22 was duly filed in the Whitewater Township Book of Ordinances within one week after publication thereof.

In witness whereof, I have hereunto set my hand this 11th day of September, 2002

*Carol Hockin*

\_\_\_\_\_  
Carol Hockin  
Whitewater Township Clerk

**AMENDMENT NO. 2 TO ORDINANCE NO. 22  
WHITEWATER TOWNSHIP PENSION PLAN ORDINANCE**

Amend Section 3 to read as follows:

Class 1, Elected Officials.

Class 2, All employees working 35 hours per week or more.

Amend Section 4.B to read as follows:

Each employee who is employed on the effective date of the annuity or pension plan shall be eligible for coverage on that day provided his or her age (nearest birthday) is at least 18 years and not more than 75 years.

Every Class 1, Elected Official, who becomes subsequently employed shall be eligible immediately, provided his or her age (nearest birthday) is at least 18 years and not more than 75 years

Every Class 2, Employee working 35 hours per week or more, shall be eligible after a 90 day entry period, provided his or her age (nearest birthday) is at least 18 years and not more than 75 years.

An employee's normal retirement date shall be the policy anniversary of the annuity or pension plan nearest his or her birthday.

**WHITEWATER TOWNSHIP ORDINANCE CERTIFICATE**

State of Michigan )  
Township of Whitewater ) §  
County of Grand Traverse )

I, the undersigned, being the duly elected and qualified clerk of the Township of Whitewater, do hereby certify that the attached Amendment No. 3 to Ordinance No.22 to the Whitewater Township Ordinances is a true and complete copy as adopted by the Whitewater Township Board at a regular meeting of the said Township Board held on November 19, 2002

I do further certify that a true and complete copy of Amendment No. 3 to Ordinance No. 22 was published on December 1, 2002 in the Traverse City Record Eagle, a newspaper of general circulation in Whitewater Township, and that Amendment No. 3 to Ordinance No. 22 becomes effective 30 days after the date of publication.

I do further certify that the members of the Township Board voted upon Amendment No. 3 to Ordinance No. 22 by the following vote:

For the ordinance: Couturier, Hockin, Hubbell, Amos, Beckwith.

Against the ordinance: None.

Absent: None.

I further certify that Amendment No. 3 to Ordinance No. 22 was duly filed in the Whitewater Township Book of Ordinances within one week after publication thereof.

In witness whereof, I have hereunto set my hand this 9th day of December, 2002

Carol Hockin  
Carol Hockin  
Whitewater Township Clerk

**AMENDMENT NO. 3 TO ORDINANCE NO. 22  
WHITEWATER TOWNSHIP PENSION PLAN ORDINANCE**

Amend Section 4.B to read as follows:

Each employee who is employed on the effective date of the annuity or pension plan shall be eligible for coverage on that day provided his or her age (nearest birthday) is at least 18 years.

Every Class 1, Elected Official, who becomes subsequently employed, shall be eligible immediately, provided his or her age (nearest birthday) is at least 18 years

Every Class 2, Employee working 35 hours per week or more, shall be eligible after a 3-month entry period, provided his or her age (nearest birthday) is at least 18 years.

An employee's normal retirement date shall be the policy anniversary of the annuity or pension plan nearest his or her birthday.



**WHITEWATER TOWNSHIP ORDINANCE CERTIFICATE**

State of Michigan )  
Township of Whitewater ) §  
County of Grand Traverse )

I, the undersigned, being the duly elected and qualified clerk of the Township of Whitewater, do hereby certify that the attached Amendment No.4 to Ordinance No.22 of the Whitewater Township Ordinances is a true and complete copy as adopted by the Whitewater Township Board at a regular meeting of the said Township Board held on July 20, 2004.

I do further certify that a true and complete copy of Amendment No.4 to Ordinance No.22 was published on August 7, 2004 in the Traverse City Record Eagle, a newspaper of general circulation in Whitewater Township, and that Amendment No.4 to Ordinance No.22 becomes effective 1 day after the date of publication.

I do further certify that the members of the Township Board voted upon Amendment No.4 to Ordinance No. 22 by the following vote:

For the amendment: Couturier, Hubbell, Hockin, Amos, Beckwith.

Against the amendment: None.

Absent: None.

I further certify that Amendment No.4 to Ordinance No.22 was duly filed in the Whitewater Township Book of Ordinances within one week after publication thereof.

In witness whereof, I have hereunto set my hand this 13th day of August, 2004.

Carol Hockin  
Carol Hockin  
Whitewater Township Clerk

**AMENDMENT NO. 4 TO ORDINANCE NO. 22  
WHITEWATER TOWNSHIP PENSION PLAN ORDINANCE**

Amend Section 3, Class 2 Employee to read as follows:

Class 2, All employees working 35 hours per week or more; except seasonal employees.

Amend Section 4.B to read as follows:

Every Class 2, Employee working 35 hours per week or more, except seasonal employees, shall be eligible after a 3-month entry period, provided his or her age (nearest birthday) is at least 18 years.



BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 101 - GENERAL FUND								
Expenditures								
Dept: 101 Township Board								
853 Finance Charges	0	0	0	0	0	0	0	0
854 Late Fees	0	0	0	5	0	0	0	0
860 Mileage Reimbursement	0	100	100	40	0	150	100	0
865 Meal/Lodging Expense	0	100	100	0	0	100	100	0
880 Education & Training	349	500	500	0	0	500	500	0
901 Publishing	438	500	500	270	0	500	500	0
902 Printing	0	0	0	0	0	0	0	0
903 Township Newsletter Expense	1,077	1,000	1,000	154	0	800	2,250	0
940 Equipment Rental	0	0	0	0	0	0	0	0
941 Postage Meter Rental/Fees	1,164	1,300	1,300	1,164	0	1,400	1,400	0
955 Grand Vision	0	0	0	0	0	0	0	0
956 Miscellaneous Expense	-4	0	0	0	0	0	0	0
957 Boardman River Project	0	0	0	0	0	0	0	0
958 Gypsy Moth Program	0	0	0	0	0	0	0	0
959 Scrap Tire Expense	262	0	0	0	0	0	0	0
964 Refunds	376	500	500	384	0	500	500	0
Township Board	33,023	27,700	27,700	26,992	0	34,650	36,750	0
Dept: 171 Supervisor								
702 Salaries	25,000	26,000	26,000	25,000	0	26,000	26,000	0
727 Office Supplies & Expense	32	400	400	0	0	300	300	0
728 Postage	2	25	25	0	0	25	25	0
860 Mileage Reimbursement	439	400	400	0	0	500	500	0
865 Meal/Lodging Expense	0	250	250	0	0	250	250	0
880 Education & Training	0	250	250	105	0	250	250	0
Supervisor	25,473	27,325	27,325	25,105	0	27,325	27,325	0
Dept: 195 Elections								
703 Wages	6,903	6,000	6,000	5,032	0	6,000	6,000	0
727 Office Supplies & Expense	1,602	1,500	1,500	1,360	0	1,600	1,600	0
728 Postage	1,448	1,500	1,500	1,053	0	1,500	1,500	0
847 Software Support	280	800	800	399	0	800	800	0
860 Mileage Reimbursement	354	400	400	379	0	500	500	0
865 Meal/Lodging Expense	0	0	0	0	0	250	250	0
880 Education & Training	0	700	700	0	0	500	500	0
901 Publishing	426	500	500	486	0	500	500	0
970 Capital Expenditure	0	0	0	0	0	500	500	0
Elections	11,013	11,400	11,400	8,709	0	12,150	12,150	0
Dept: 209 Assessor								



BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 101 - GENERAL FUND								
Expenditures								
Dept: 253 Treasurer								
840 Dues and Memberships	50	50	50	50	0	100	100	0
847 Software Support	1,185	1,300	1,300	1,213	0	1,400	1,400	0
860 Mileage Reimbursement	1,123	1,326	1,326	694	0	1,000	1,000	0
865 Meal/Lodging Expense	30	300	300	0	0	300	300	0
880 Education & Training	582	650	650	0	0	650	650	0
901 Publishing	0	101	101	0	0	125	125	0
Treasurer	35,953	38,516	38,516	35,798	0	38,381	38,381	0
Dept: 265 Township Hall & Grounds								
740 Operating Expense & Supplies	812	1,200	1,200	634	0	1,200	1,200	0
809 Lawn Maintenance Services	772	1,200	1,200	827	0	1,200	1,200	0
810 Janitorial Services	1,175	1,300	1,300	1,120	0	1,500	1,500	0
811 Waste Removal Services	180	240	240	165	0	240	240	0
845 Snowplowing Services	1,361	1,500	1,500	1,210	0	1,500	1,500	0
851 Internet/Website	814	1,310	1,310	730	0	1,310	1,310	0
922 Electricity	1,825	2,250	2,250	1,611	0	2,250	2,250	0
923 Electric Heat	3,177	3,000	3,000	2,792	0	3,000	3,000	0
924 Telephone	2,154	2,250	2,250	1,799	0	2,250	2,250	0
930 Facility Repairs/Maintenance	6,260	5,000	5,000	2,182	0	5,000	5,000	0
931 Office Equipment Repairs/Maint	0	5,500	5,500	1,073	0	2,500	2,500	0
Township Hall & Grounds	18,530	24,750	24,750	14,143	0	21,950	21,950	0
Dept: 276 Cemetery								
703 Wages	0	0	0	0	0	0	0	0
740 Operating Expense & Supplies	365	500	500	323	0	500	500	0
808 Cemetery Sexton	700	1,500	1,500	650	0	1,500	1,500	0
809 Lawn Maintenance Services	5,900	6,500	6,500	6,405	0	6,500	6,500	0
847 Software Support	0	0	0	0	0	0	0	0
922 Electricity	283	275	275	262	0	300	300	0
930 Facility Repairs/Maintenance	20	500	500	2,008	0	1,000	1,000	0
Cemetery	7,268	9,275	9,275	9,648	0	9,800	9,800	0
Dept: 400 Planning Commission								
702 Salaries	5,000	6,840	6,840	3,710	0	6,840	6,840	0
703 Wages	1,700	2,000	2,000	900	0	1,800	1,800	0
728 Postage	0	0	0	0	0	0	500	0
804 Professional Services	130	5,000	5,000	338	0	5,000	5,000	0
840 Dues and Memberships	185	500	500	0	0	500	500	0
860 Mileage Reimbursement	0	250	250	0	0	250	250	0
865 Meal/Lodging Expense	0	250	250	0	0	250	250	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 101 - GENERAL FUND								
Expenditures								
Dept: 400 Planning Commission								
880 Education & Training	0	500	500	165	0	500	500	0
901 Publishing	0	1,500	1,500	0	0	1,000	1,000	0
902 Printing	0	1,000	1,000	0	0	1,000	500	0
Planning Commission	7,015	17,840	17,840	5,113	0	17,140	17,140	0
Dept: 405 Zoning Administrator/Planning								
702 Salaries	13,461	20,000	20,000	12,323	0	25,000	25,000	0
703 Wages	0	0	0	0	0	0	0	0
727 Office Supplies & Expense	245	500	500	144	0	500	250	0
728 Postage	15	150	150	9	0	150	100	0
803 Medical Professional Services	170	0	0	0	0	0	250	0
804 Professional Services	0	250	250	0	0	250	0	0
830 Pension Plan	0	0	0	0	0	0	0	0
847 Software Support	0	0	0	0	0	0	0	0
860 Mileage Reimbursement	415	500	500	150	0	500	300	0
865 Meal/Lodging Expense	0	250	250	0	0	250	250	0
880 Education & Training	0	500	500	55	0	500	250	0
Zoning Administrator/Planning	14,306	22,150	22,150	12,681	0	27,150	26,400	0
Dept: 410 Zoning Board of Appeals								
702 Salaries	770	3,360	3,360	790	0	3,360	1,680	0
703 Wages	300	1,200	1,200	300	0	1,200	600	0
728 Postage	21	50	50	5	0	50	50	0
860 Mileage Reimbursement	30	150	150	0	0	100	100	0
865 Meal/Lodging Expense	0	150	150	0	0	100	100	0
880 Education & Training	165	250	250	110	0	250	250	0
901 Publishing	256	400	400	162	0	250	600	0
Zoning Board of Appeals	1,542	5,560	5,560	1,367	0	5,310	3,380	0
Dept: 803 Historical Society								
703 Wages	950	1,200	1,200	950	0	1,200	1,200	0
727 Office Supplies & Expense	0	400	400	0	0	400	300	0
728 Postage	0	25	25	0	0	25	25	0
Historical Society	950	1,625	1,625	950	0	1,625	1,525	0
Dept: 852 Employee Health Insurance								
714 Health Insurance	0	0	0	0	0	0	0	0
Employee Health Insurance	0	0	0	0	0	0	0	0
Dept: 862 Soc Sec/Medicare (Employer)								
715 Social Security (Employer)	7,507	9,158	9,158	7,138	0	9,097	9,097	0
716 Medicare (Employer)	1,756	2,142	2,142	1,670	0	2,128	2,128	0
Soc Sec/Medicare (Employer)	9,263	11,300	11,300	8,808	0	11,225	11,225	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 101 - GENERAL FUND								
Expenditures								
Dept: 865 Insurance								
820 Liability Insurance	11,746	12,500	12,500	12,208	0	13,000	13,000	0
821 Workers Compensation	6,608	9,000	9,000	10,541	0	9,000	9,000	0
Insurance	18,354	21,500	21,500	22,749	0	22,000	22,000	0
Dept: 890 Contingency								
890 Contingency	0	25,000	25,000	0	0	25,000	25,000	0
Contingency	0	25,000	25,000	0	0	25,000	25,000	0
Dept: 901 Capital Expenditure								
970 Capital Expenditure	4,191	4,000	4,000	1,091	0	4,000	4,000	0
971 Land	0	0	0	0	0	0	0	0
Capital Expenditure	4,191	4,000	4,000	1,091	0	4,000	4,000	0
Dept: 966 Transfers Out								
999 Transfers To Other Funds	68,500	174,500	174,500	0	0	187,000	187,000	0
Transfers Out	68,500	174,500	174,500	0	0	187,000	187,000	0
Total Expenditures	313,019	515,091	515,091	235,890	0	541,769	542,376	0
GENERAL FUND	134,652	-74,650	-74,650	79,452	0	-101,328	-91,740	0



BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 203 - ROAD FUND								
Revenues								
Dept: 000								
452 METRO Act Fees	6,492	6,100	6,100	5,968	0	6,400	6,400	0
665 Interest Earned	8	5	5	7	0	5	5	0
Dept: 000	6,500	6,105	6,105	5,975	0	6,405	6,405	0
Dept: 931 Transfers IN								
699 Transfers From Other Funds	10,000	18,400	18,400	0	0	10,000	10,000	0
Transfers IN	10,000	18,400	18,400	0	0	10,000	10,000	0
Total Revenues	16,500	24,505	24,505	5,975	0	16,405	16,405	0
Expenditures								
Dept: 446 Road Right of Way								
846 Road Brining Service	8,921	22,000	22,000	11,771	0	15,000	15,000	0
921 Street Lights	1,920	2,500	2,500	1,626	0	3,000	3,000	0
Road Right of Way	10,841	24,500	24,500	13,397	0	18,000	18,000	0
Dept: 890 Contingency								
890 Contingency	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0
Total Expenditures	10,841	24,500	24,500	13,397	0	18,000	18,000	0
ROAD FUND	5,659	5	5	-7,422	0	-1,595	-1,595	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 204 - ROAD REPAIR/REPLACEMENT FUND								
Revenues								
Dept: 000								
665 Interest Earned	0	0	0	4	0	5	5	0
699 Transfers From Other Funds	3,500	4,100	4,100	0	0	100,000	100,000	0
Dept: 000	3,500	4,100	4,100	4	0	100,005	100,005	0
Total Revenues	3,500	4,100	4,100	4	0	100,005	100,005	0
Expenditures								
Dept: 000								
935 Road Repair	0	0	0	0	0	75,000	75,000	0
Dept: 000	0	0	0	0	0	75,000	75,000	0
Dept: 890 Contingency								
890 Contingency	0	0	0	0	0	25,000	25,000	0
Contingency	0	0	0	0	0	25,000	25,000	0
Total Expenditures	0	0	0	0	0	100,000	100,000	0
ROAD REPAIR/REPLACEMENT FUND	3,500	4,100	4,100	4	0	5	5	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 206 - FIRE FUND								
Revenues								
Dept: 000								
402 Property Taxes	164,372	181,000	181,000	37,242	0	188,000	188,000	0
445 Penalties & Interest	0	0	0	0	0	0	0	0
590 Grants-Private Sources	0	0	0	0	0	0	0	0
630 Rural Fire Dept Rental Fee	8,000	8,000	8,000	6,000	0	4,000	4,000	0
665 Interest Earned	337	200	200	286	0	200	200	0
671 Other Revenues	0	702	702	0	0	702	702	0
673 Sale of Fixed Assets	0	0	0	0	0	0	0	0
674 Rural Fire Run Reimbursement	10,741	10,000	10,000	11,803	0	0	0	0
675 Contributions	0	0	0	0	0	0	0	0
679 GTB Inspection Services	0	0	0	0	0	0	0	0
687 Refunds	0	0	0	0	0	0	0	0
699 Transfers From Other Funds	0	0	0	0	0	0	0	0
Dept: 000	183,450	199,902	199,902	55,331	0	192,902	192,902	0
Total Revenues	183,450	199,902	199,902	55,331	0	192,902	192,902	0
Expenditures								
Dept: 336 Fire Dept								
702 Salaries	0	0	0	0	0	0	0	0
703 Wages	4,641	6,240	6,240	2,472	0	0	0	0
705 Special Wages	10,118	12,000	12,000	6,445	0	0	0	0
707 Fire Wages	4,025	9,000	9,000	4,111	0	0	0	0
713 Other Benefits	0	0	0	0	0	0	0	0
714 Health Insurance	0	0	0	0	0	0	0	0
721 Loss of Wage	0	0	0	0	0	0	0	0
727 Office Supplies & Expense	63	400	400	50	0	400	400	0
728 Postage	1	10	10	0	0	10	10	0
739 Fuel & Oil	0	250	250	236	0	300	300	0
740 Operating Expense & Supplies	1,228	3,000	3,000	315	0	2,000	2,000	0
747 Uniforms	168	2,500	2,500	972	0	1,500	1,500	0
801 Legal Services	0	0	0	0	0	0	0	0
804 Professional Services	0	0	0	350	0	0	0	0
809 Lawn Maintenance Services	294	500	500	428	0	600	600	0
810 Janitorial Services	0	0	0	0	0	0	0	0
811 Waste Removal Services	180	240	240	165	0	240	240	0
812 Septic Services	0	250	250	0	0	250	250	0
818 Rural Fire Dept Assessment	99,422	101,000	101,000	99,883	0	97,100	97,100	0
823 State Unemployment	2,053	0	0	0	0	0	0	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 206 - FIRE FUND								
Expenditures								
Dept: 336 Fire Dept								
830 Pension Plan	0	0	0	0	0	0	0	0
840 Dues and Memberships	0	100	100	0	0	0	0	0
845 Snowplowing Services	2,226	4,000	4,000	1,670	0	4,000	2,500	0
854 Late Fees	0	0	0	0	0	0	0	0
855 Community Education	0	500	500	0	0	500	0	0
860 Mileage Reimbursement	0	500	500	211	0	500	0	0
865 Meal/Lodging Expense	0	0	0	0	0	0	0	0
880 Education & Training	0	0	0	0	0	0	0	0
901 Publishing	0	0	0	0	0	0	0	0
920 Natural Gas	2,565	2,500	2,500	1,030	0	2,000	2,000	0
922 Electricity	2,853	3,200	3,200	2,698	0	3,200	3,200	0
924 Telephone	1,615	1,650	1,650	1,349	0	1,650	1,650	0
925 Cellular Phone	649	700	700	550	0	700	0	0
926 Propane Heat	0	0	0	0	0	0	0	0
927 Pager	0	0	0	0	0	0	0	0
928 Water	342	400	400	200	0	400	400	0
930 Facility Repairs/Maintenance	1,803	3,000	3,000	1,288	0	3,000	3,000	0
932 Equipment Repair & Maintenance	43	500	500	1,026	0	1,000	2,500	0
933 Vehicle Repair & Maintenance	0	1,000	1,000	113	0	1,000	1,000	0
942 Building Rental	9,600	10,000	10,000	4,800	0	4,000	4,000	0
956 Miscellaneous Expense	0	0	0	0	0	0	0	0
964 Refunds	0	0	0	0	0	0	0	0
970 Capital Expenditure	2,985	5,000	5,000	0	0	50,000	50,000	0
Fire Dept	146,874	168,440	168,440	130,362	0	174,350	172,650	0
Dept: 852 Employee Health Insurance								
714 Health Insurance	0	0	0	0	0	0	0	0
Employee Health Insurance	0	0	0	0	0	0	0	0
Dept: 862 Soc Sec/Medicare (Employer)								
715 Social Security (Employer)	1,241	1,689	1,689	808	0	0	0	0
716 Medicare (Employer)	290	395	395	189	0	0	0	0
Soc Sec/Medicare (Employer)	1,531	2,084	2,084	997	0	0	0	0
Dept: 890 Contingency								
890 Contingency	0	8,000	8,000	0	0	8,000	8,000	0
Contingency	0	8,000	8,000	0	0	8,000	8,000	0
Dept: 966 Transfers Out								
999 Transfers To Other Funds	0	21,378	21,378	0	0	6,700	9,000	0
Transfers Out	0	21,378	21,378	0	0	6,700	9,000	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 206 - FIRE FUND								
Total Expenditures	148,405	199,902	199,902	131,359	0	189,050	189,650	0
FIRE FUND	35,045	0	0	-76,028	0	3,852	3,252	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 208 - PARK FUND								
Revenues								
Dept: 000								
590 Grants-Private Sources	0	0	0	0	0	0	0	0
626 Fees Charged	90,223	85,000	85,000	82,591	0	80,000	80,000	0
627 Pavilion Rental	700	700	700	1,000	0	700	700	0
628 Boat Ramp Fees	8,478	8,000	8,000	9,766	0	9,000	9,000	0
631 Shirts Hats	797	500	500	687	0	500	500	0
632 Reservation Fees	4,140	3,500	3,500	6,008	0	5,500	5,500	0
644 Ice Sales	4,312	4,000	4,000	3,293	0	3,000	3,000	0
645 Pop Sales	0	0	0	0	0	0	0	0
646 Wood Sales	3,297	3,000	3,000	3,371	0	3,000	3,000	0
648 Shower Fees	1,722	1,500	1,500	1,681	0	1,500	1,500	0
665 Interest Earned	171	100	100	182	0	100	100	0
671 Other Revenues	23	0	0	141	0	0	0	0
673 Sale of Fixed Assets	0	0	0	0	0	0	0	0
687 Refunds	0	0	0	0	0	0	0	0
688 Sales Tax Discount	6	0	0	6	0	0	0	0
694 Cash Over & Short	-102	0	0	-16	0	0	0	0
699 Transfers From Other Funds	0	0	0	0	0	0	0	0
Dept: 000	113,767	106,300	106,300	108,710	0	103,300	103,300	0
Total Revenues	113,767	106,300	106,300	108,710	0	103,300	103,300	0
Expenditures								
Dept: 756 Township Park								
702 Salaries	0	10,000	10,000	0	0	10,000	10,000	0
703 Wages	27,976	35,000	35,000	32,409	0	40,000	35,000	0
727 Office Supplies & Expense	44	500	500	285	0	500	400	0
728 Postage	175	300	300	6	0	300	50	0
729 Licenses & Fees	429	500	500	429	0	600	500	0
739 Fuel & Oil	270	300	300	303	0	400	400	0
740 Operating Expense & Supplies	3,604	5,000	5,000	6,996	0	7,000	7,000	0
741 Ice	2,229	3,000	3,000	1,704	0	2,500	2,500	0
742 Pop	0	0	0	0	0	0	0	0
743 Wood	100	1,500	1,500	3,335	0	3,500	3,500	0
744 Shirts & Hats	0	1,500	1,500	0	0	1,000	1,000	0
747 Uniforms	0	400	400	0	0	400	300	0
748 Sales Tax	458	600	600	404	0	600	500	0
803 Medical Professional Services	340	500	500	797	0	800	525	0
804 Professional Services	0	0	0	1,640	0	1,500	1,500	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 208 - PARK FUND								
Expenditures								
Dept: 756 Township Park								
809 Lawn Maintenance Services	1,994	3,500	3,500	2,812	0	3,500	3,500	0
811 Waste Removal Services	992	1,500	1,500	825	0	1,500	1,200	0
812 Septic Services	420	2,000	2,000	561	0	1,500	1,000	0
823 State Unemployment	6,610	5,913	5,913	5,913	0	3,648	3,648	0
851 Internet/Website	0	750	750	605	0	0	750	0
854 Late Fees	0	0	0	3	0	0	0	0
860 Mileage Reimbursement	419	150	150	0	0	150	150	0
901 Publishing	0	0	0	221	0	0	300	0
902 Printing	648	750	750	0	0	750	750	0
922 Electricity	7,513	8,500	8,500	5,331	0	8,000	8,000	0
924 Telephone	805	1,000	1,000	720	0	1,000	900	0
925 Cellular Phone	649	900	900	550	0	900	700	0
929 Propane	1,377	1,500	1,500	1,414	0	1,700	1,500	0
930 Facility Repairs/Maintenance	2,476	15,000	15,000	17,677	0	15,000	15,000	0
934 Fire Damage	0	0	0	0	0	0	0	0
956 Miscellaneous Expense	-197	0	0	0	0	0	0	0
964 Refunds	156	200	200	0	0	200	0	0
965 Theft	0	0	0	0	0	0	0	0
970 Capital Expenditure	0	19,500	19,500	401	0	5,000	20,000	0
Township Park	59,487	120,263	120,263	85,341	0	111,948	120,573	0
Dept: 862 Soc Sec/Medicare (Employer)								
715 Social Security (Employer)	1,782	2,418	2,418	2,009	0	3,100	3,100	0
716 Medicare (Employer)	417	566	566	470	0	725	725	0
Soc Sec/Medicare (Employer)	2,199	2,984	2,984	2,479	0	3,825	3,825	0
Dept: 890 Contingency								
890 Contingency	1,000	5,000	5,000	895	0	5,000	5,000	0
Contingency	1,000	5,000	5,000	895	0	5,000	5,000	0
Dept: 907 Debt Service/Park								
991 Debt Service Principal	0	0	0	0	0	0	0	0
997 Debt Service Interest	0	0	0	0	0	0	0	0
Debt Service/Park	0	0	0	0	0	0	0	0
Total Expenditures	62,686	128,247	128,247	88,715	0	120,773	129,398	0
PARK FUND	51,081	-21,947	-21,947	19,995	0	-17,473	-26,098	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 209 - RECREATION FUND								
Revenues								
Dept: 000								
402 Property Taxes	0	0	0	0	0	0	0	0
445 Penalties & Interest	0	0	0	0	0	0	0	0
590 Grants-Private Sources	100	0	0	0	0	0	0	0
627 Pavilion Rental	75	0	0	150	0	200	200	0
629 Ballfield Rental Fees	0	0	0	0	0	0	0	0
645 Pop Sales	0	0	0	0	0	0	0	0
665 Interest Earned	3	0	0	1	0	0	0	0
671 Other Revenues	0	0	0	0	0	0	0	0
673 Sale of Fixed Assets	0	0	0	0	0	0	0	0
687 Refunds	0	0	0	0	0	0	0	0
699 Transfers From Other Funds	20,000	10,000	10,000	0	0	15,000	18,000	0
Dept: 000	20,178	10,000	10,000	151	0	15,200	18,200	0
Total Revenues	20,178	10,000	10,000	151	0	15,200	18,200	0
Expenditures								
Dept: 757 Recreation								
702 Salaries	0	0	0	0	0	600	600	0
703 Wages	3,576	3,640	3,640	2,987	0	3,640	3,640	0
727 Office Supplies & Expense	0	25	25	0	0	25	25	0
728 Postage	3	10	10	0	0	10	10	0
729 Licenses & Fees	130	150	150	130	0	150	150	0
740 Operating Expense & Supplies	147	250	250	281	0	300	300	0
742 Pop	0	0	0	0	0	0	0	0
804 Professional Services	0	0	0	0	0	0	0	0
809 Lawn Maintenance Services	3,449	3,500	3,500	4,566	0	5,000	5,000	0
811 Waste Removal Services	204	300	300	290	0	300	300	0
812 Septic Services	0	0	0	190	0	0	0	0
823 State Unemployment	0	0	0	0	0	0	0	0
854 Late Fees	0	0	0	0	0	0	0	0
860 Mileage Reimbursement	0	0	0	0	0	0	0	0
880 Education & Training	0	0	0	0	0	0	0	0
901 Publishing	0	0	0	0	0	0	0	0
922 Electricity	993	1,000	1,000	929	0	1,000	1,000	0
930 Facility Repairs/Maintenance	655	847	847	598	0	1,000	1,000	0
956 Miscellaneous Expense	0	0	0	0	0	0	0	0
964 Refunds	0	0	0	0	0	0	0	0
970 Capital Expenditure	6,965	1,800	1,800	472	0	3,000	6,000	0



BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 209 - RECREATION FUND								
Expenditures								
Recreation	16,122	11,522	11,522	10,443	0	15,025	18,025	0
Dept: 862 Soc Sec/Medicare (Employer)								
715 Social Security (Employer)	222	226	226	181	0	263	263	0
716 Medicare (Employer)	52	53	53	43	0	61	61	0
Soc Sec/Medicare (Employer)	274	279	279	224	0	324	324	0
Dept: 890 Contingency								
890 Contingency	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0
Total Expenditures	16,396	11,801	11,801	10,667	0	15,349	18,349	0
RECREATION FUND	3,782	-1,801	-1,801	-10,516	0	-149	-149	0



BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 210 - AMBULANCE FUND								
Expenditures								
Dept: 651 Ambulance								
855 Community Education	42	250	250	0	0	250	750	0
860 Mileage Reimbursement	0	1,000	1,000	334	0	1,000	750	0
865 Meal/Lodging Expense	0	1,000	1,000	375	0	1,000	500	0
880 Education & Training	0	2,000	2,000	680	0	2,000	1,500	0
901 Publishing	0	0	0	839	0	500	500	0
902 Printing	0	0	0	0	0	0	0	0
920 Natural Gas	0	0	0	0	0	0	0	0
922 Electricity	0	0	0	0	0	0	0	0
924 Telephone	0	0	0	0	0	0	0	0
925 Cellular Phone	162	270	270	127	0	270	660	0
927 Pager	0	0	0	0	0	0	0	0
930 Facility Repairs/Maintenance	3,461	7,000	7,000	40	0	17,600	9,000	0
942 Building Rental	0	0	0	3,300	0	0	5,000	0
956 Miscellaneous Expense	0	0	0	0	0	0	0	0
964 Refunds	0	0	0	122	0	0	0	0
970 Capital Expenditure	445	2,500	2,500	378	0	2,500	2,500	0
Ambulance	39,075	142,445	142,445	103,513	0	314,605	310,335	0
Dept: 862 Soc Sec/Medicare (Employer)								
715 Social Security (Employer)	1,649	1,891	1,891	5,294	0	16,585	16,585	0
716 Medicare (Employer)	385	442	442	1,238	0	3,879	3,879	0
Soc Sec/Medicare (Employer)	2,034	2,333	2,333	6,532	0	20,464	20,464	0
Dept: 890 Contingency								
890 Contingency	0	5,000	5,000	0	0	5,000	19,000	0
Contingency	0	5,000	5,000	0	0	5,000	19,000	0
Total Expenditures	41,109	149,778	149,778	110,045	0	340,069	349,799	0
AMBULANCE FUND	4,798	2,722	2,722	-44,792	0	25,931	-2,299	0

BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 211 - AMBULANCE REPLACEMENT FUND								
Revenues								
Dept: 000								
665 Interest Earned	66	45	45	63	0	45	45	0
671 Other Revenues	0	0	0	0	0	0	0	0
699 Transfers From Other Funds	10,000	10,000	10,000	0	0	10,000	10,000	0
Dept: 000	10,066	10,045	10,045	63	0	10,045	10,045	0
Total Revenues	10,066	10,045	10,045	63	0	10,045	10,045	0
Expenditures								
Dept: 000								
970 Capital Expenditure	0	0	0	0	0	0	0	0
Dept: 000	0	0	0	0	0	0	0	0
Dept: 890 Contingency								
890 Contingency	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0
Dept: 966 Transfers Out								
999 Transfers To Other Funds	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0
Total Expenditures	0	0	0	0	0	0	0	0
AMBULANCE REPLACEMENT FUND	10,066	10,045	10,045	63	0	10,045	10,045	0



BUDGET WORKSHEET

Whitewater Township

Month: 3/31/2015	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru March	Estimated Total	Requested	Recommended	Adopted
Fund: 406 - FIRE CAPITAL IMPROVEMENT FUND								
Revenues								
Dept: 000								
590 Grants-Private Sources	0	0	0	0	0	0	0	0
665 Interest Earned	73	0	0	97	0	45	45	0
671 Other Revenues	0	0	0	0	0	0	0	0
699 Transfers From Other Funds	0	21,378	21,378	0	0	9,000	9,000	0
Dept: 000	73	21,378	21,378	97	0	9,045	9,045	0
Total Revenues	73	21,378	21,378	97	0	9,045	9,045	0
Expenditures								
Dept: 000								
703 Wages	0	0	0	106	0	0	0	0
740 Operating Expense & Supplies	0	0	0	574	0	0	0	0
804 Professional Services	0	0	0	2,394	0	0	0	0
860 Mileage Reimbursement	0	0	0	49	0	0	0	0
970 Capital Expenditure	0	0	0	0	0	0	0	0
Dept: 000	0	0	0	3,123	0	0	0	0
Dept: 862 Soc Sec/Medicare (Employer)								
715 Social Security (Employer)	0	0	0	7	0	0	0	0
716 Medicare (Employer)	0	0	0	2	0	0	0	0
Soc Sec/Medicare (Employer)	0	0	0	9	0	0	0	0
Dept: 890 Contingency								
890 Contingency	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0
Dept: 908 Debt Service/Fire Capital Imp								
991 Debt Service Principal	0	0	0	0	0	0	0	0
997 Debt Service Interest	0	0	0	0	0	0	0	0
Debt Service/Fire Capital Imp	0	0	0	0	0	0	0	0
Total Expenditures	0	0	0	3,132	0	0	0	0
FIRE CAPITAL IMPROVEMENT FUND	73	21,378	21,378	-3,035	0	9,045	9,045	0
Grand Total:	248,656	-60,148	-60,148	-42,279	0	-71,667	-99,534	0

**RESOLUTION #15-02**

**Updated Schedule of Emergency Services Charges  
for Grand Traverse Fire Department – Rural Division**

**Whitewater Township  
Grand Traverse County**

**WHEREAS**, Whitewater Township Ordinance No. 37, Emergency Services Charges, authorizes the Township Board to adopt a fee schedule for emergency services, and;

**WHEREAS**, the Fire Board and the Fire Chief of the Grand Traverse Fire Department – Rural Division have recommended that this resolution be enacted so that charges for emergency services are consistent with nationwide charges and are also consistent within the Rural Division;

**NOW, THEREFORE, BE IT RESOLVED** that the attached schedule of charges, entitled Exhibit A, Mitigation Rates Based on Per Hour, is hereby approved and adopted.

A motion to adopt the foregoing resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

Upon roll call vote, the following voted:

Yes:

No:

Absent:

Resolution declared adopted.

By: \_\_\_\_\_  
Ron Popp, Supervisor

**Certificate**

I, Cheryl A. Goss, Clerk of Whitewater Township, Grand Traverse County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Whitewater Township Board of said municipality at a regular meeting held on March 10, 2015, relative to the adoption of Resolution #15-02, that said meeting was conducted pursuant to the Open Meetings Act, and that minutes of said meeting were kept and will be made available as required.

\_\_\_\_\_  
Cheryl A. Goss

## **EXHIBIT A**

### **MITIGATION RATES BASED ON PER HOUR**

#### **MOTOR VEHICLE INCIDENTS**

##### **Level 1 - \$435.00**

Provide hazardous materials assessment and scene stabilization. This will be the most common "billing level". This occurs almost every time the fire department responds to an accident/incident.

##### **Level 2 - \$495.00**

Includes Level 1 services as well as clean-up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

##### **Level 3 – CAR FIRE - \$605.00**

Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the a accident/incident.

##### **Level 4 - \$1,800.00**

Includes Level 1 & 2 services as well as extrication (heavy rescue tools, ropes, airbags, cribbing etc.). We will bill at this level if the fire department has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and the fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

##### **Level 5 - \$2,200.00**

Includes levels 1, 2, & 4 services as well as Air Care (multi-engine company response, mutual aid, and helicopter). We will bill at this level any time a helicopter is utilized to transport the patient(s).

##### **Level 6**

**Itemized Response:** We retain the right to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.



## **HAZMAT**

### **Level 1 - \$700.00**

**Basic Response:** Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up and command.

### **Level 2 - \$2,500.00**

**Intermediate Response:** Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.

### **Level 3 - \$5,900.00**

**Advanced Response:** Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environmental Clean-up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time – each additional hour @ \$300.00 per HAZMAT team.

**Itemized Response:** We retain the right to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

## **PIPELINE INCIDENTS / POWER LINE INCIDENTS**

**(Includes, but not limited to: Gas, Sewer, Septic to Sewer, and Water Pipelines).**

### **Level 1 - \$400.00**

**Basic Response:** Claim will include engine response and first responder assignment, perimeter establishment, evacuations, first responder set-up and command. Includes inspection without damage or breakage.

### **Level 2 - \$1,000.00**

**Intermediate Response:** Claim will include engine response, first responder assignment, and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command. May include HAZMAT team, Level A or B suit donning, breathing air and detection equipment. Supervise and/or assist pipeline repair.

**Itemized Response:** We retain the right to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

## **FIRES**

**Assignment - \$500.00 per engine.  
\$650.00 per Truck or Aerial Device.**

### **Includes:**

- Scene Safety
- Investigation
- Fire / Hazard control

This will be the most common "billing level". This occurs almost every time the fire department responds to an incident.

### **Additional units and personnel:**

<b>Brush Truck</b>	<b>\$400.00</b>	<b>Water Supply</b>	<b>\$400.00</b>
<b>ATV</b>	<b>\$300.00</b>	<b>Air Truck</b>	<b>\$400.00</b>
<b>Boat</b>	<b>\$250.00</b>	<b>Personnel</b>	<b>\$50.00</b>
<b>Tanker</b>	<b>\$400.00</b>		

### **Illegal Fires:**

**Assignment - \$500.00 per engine.  
\$650.00 per Truck or Aerial Device.**

When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by local or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the for the fire department response and all associated costs. Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to contain the fire the responsible party(s) will be liable for the fire department response and all associated costs.

**Itemized Response:** We retain the right to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

## **WATER INCIDENTS**

### **Level 1**

**Basic Response:** Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common "billing level". This occurs almost every time the fire department responds to a water incident.

**Billed at \$400 plus \$50.00 per hour, per rescue person.**

### **Level 2**

**Intermediate Response:** Includes Level 1 services as well as clean-up and material used (sorbents), minor hazardous clean-up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

**Billed at \$800.00 plus \$50.00 per hour, per rescue person.**

### **Level 3**

**Advanced Response:** Includes Level 1 and Level 2 services as well as certified hazmat team, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environmental clean-up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

**Billed at \$2,000.00 plus \$50.00 per hour per rescue person, plus \$100.00 per hour per HAZMAT team member.**

### **Level 4**

**Itemized Response:** We retain the right to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

## **BACK COUNTRY OR SPECIAL RESCUE**

### **Level 1**

**Minimum billed \$400.00 for the first response vehicle plus \$50.00 per rescue person. Additional rates of \$400.00 per hour, per response vehicle and \$50.00 per rescue person.**

### **Level 2**

**Itemized Response:** We retain the right to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

## **CHIEF RESPONSE**

This includes the set-up of Command, and providing direction of the incident. This could include operations, safety, and administration of the incident.

**Billed at \$250 per hour.**

## **MISCELLANEOUS**

**Engine billed at \$500.00 per hour.**

**Truck / Aerial billed at \$650.00 per hour.**

**Miscellaneous equipment billed at \$300.00**

**Personnel billed at \$50.00 per hour**

**Itemized Response:** We retain the right to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

## **MITIGATION RATE NOTES**

The mitigation rates above are average "billing levels", and are typical for the incident responses listed, however, when a claim is submitted, it may be itemized and based on the actual services provided.

These average mitigation rates were determined by itemizing costs for a typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department's "actual personnel expense" and not just a firefighter's basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

**WHITEWATER TOWNSHIP ORDINANCE CERTIFICATE**

State of Michigan            )  
Township of Whitewater    )       §  
County of Grand Traverse   )

I, the undersigned, being the duly elected and qualified clerk of the Township of Whitewater, do hereby certify that the attached Ordinance No.37 of the Whitewater Township Ordinances is a true and complete copy as adopted by the Whitewater Township Board at a regular meeting of the said Township Board held on October 18, 2005.

I do further certify that a true and complete copy of Ordinance No.37 was published on November 11, 2005 in the Traverse City Record Eagle, a newspaper of general circulation in Whitewater Township, and that Ordinance No.36 becomes effective the day following the date of publication.

I do further certify that the members of the Township Board voted upon Ordinance No. 37 by the following vote:

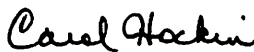
For the Ordinance: Amos, Couturier, Hockin, Hubbell, Lake.

Against the Ordinance: None.

Absent: None.

I further certify that Ordinance No.37 was duly filed in the Whitewater Township Book of Ordinances within one week after publication thereof.

In witness whereof, I have hereunto set my hand this November 18, 2005.

  
\_\_\_\_\_  
Carol Hockin  
Whitewater Township Clerk

# AFFIDAVIT OF PUBLICATION

## LEGAL NOTICE

WHITEWATER TOWNSHIP  
EMERGENCY SERVICES CHARGES  
ORDINANCE NO. 89-37

AN ORDINANCE TO ESTABLISH CHARGES FOR FIRE DEPARTMENT SERVICES UNDER MICHIGAN PUBLIC ACT 93 OF 1961, AS AMENDED (MCL 41.801 ET SEQ; MSA 5.2640 (1) ET SEQ) AND TO PROVIDE METHODS FOR THE COLLECTION OF SUCH CHARGES AND EXEMPTIONS THEREFROM

### Section 1. PURPOSE

This Ordinance is adopted for the purpose of providing financial assistance to the Grand Traverse Fire Department - Rural Division (the Rural Division) of which the Township is a member by providing a method for cost recovery under certain circumstances from those receiving direct benefits from the emergency services from the Rural Division. Those emergency services include fire services and may include rescue services. It is also the intent of the Township to encourage mutual aid between fire departments during emergencies by adopting the charges for emergency services that have been set by the municipality that is assisting in the emergency. For purposes of this Ordinance, the services provided by the Rural Division and similar services provided by another fire department within the township pursuant to a request for mutual aid are called "emergency services". In addition, the Township finds that it is not cost effective for the Township to pursue the collection of fire charges against those persons who do not have insurance coverage.

### Section 2. CHARGES

A. The Township Board shall set or revise charges for emergency services that are provided by the Rural Division. The charges shall only be initially set or later revised after the Township Board has received a recommendation from the Fire Board regarding those charges. It is the intent of this Ordinance that charges for emergency services shall be uniform throughout the Rural Division. The charges shall be billed to the insurance company of the recipient of the emergency services. Insurance company shall mean any insurance carrier that has a legal obligation to reimburse or pay, behalf of the recipient of emergency services regardless of the type of insurance coverage.

If another fire department provides emergency services within the township pursuant to a mutual aid agreement or as a result of a request for assistance from a Township official or an officer of the Rural Division, then the charges set by the assisting municipality for the services which have been provided by its fire department shall be paid in the same manner as if those charges had been incorporated into this Ordinance. All charges of another fire department shall be due and payable and administratively handled as charges for emergency services that have been provided by the Rural Division.

C. Any recipient of emergency services shall provide the name, address and phone number of the recipient's insurance company to the Rural Division or any third party acting on behalf of the Rural Division. If requested by the Rural Division or a third party acting on behalf of the Rural Division, the recipient of emergency services shall provide to the requesting party a copy of the applicable insurance policy. The recipient of emergency services shall sign any documents that the Rural Division determines necessary to assist in obtaining payment from the insurance company. This includes, but is not limited to, an assignment of claim against the insurance company. If a recipient of emergency services fails to provide the required information or fails to sign a required document within 30 days after a request has been made as described in this Ordinance, then the recipient shall be liable personally to the Rural Division on behalf of the Township for all charges for emergency services. This liability shall be joint and several with the insurance company.

### Section 3. EXEMPTIONS

The following properties and services shall be exempt from any charges:  
A. False alarms: However, if the Rural Division responds to a false alarm at any location that has had at least three (3) false alarms in the same calendar year, then there shall be a charge as determined by the Township as described in Section 2. A. for each response which is made in the same calendar year as the three (3) false alarms.

B. Free involving Township buildings, grounds and/or property.  
C. Emergency services performed outside the jurisdiction of the Township under a mutual aid contract unless charges for such services are permitted by State law or local ordinance.

### Section 4. TIME FOR PAYMENT FOR RUN

All of the charges imposed by this Ordinance shall be due and payable to the Rural Division on behalf of the township within ninety (90) days from the date the service is rendered.

### Section 5. COLLECTION OF CHARGES

Rural Division shall be responsible for all billings for charges that are imposed by Ordinance. The Rural Division may contract with a third party to handle the administrative actions relating to sending bills, receiving payment and any collection proceedings. The Rural Division or a third party acting pursuant to a contract with the Rural Division is authorized to take such legal action as may be necessary to collect any unpaid charges. The Rural Division or the third party with whom it has contracted shall be responsible for all costs and attorney fees associated with any such legal action. All charges that are imposed pursuant to this Ordinance shall be deemed assigned to the Rural Division for purposes of collection and use of all payments of the charges.

### Section 6. USE OF PAYMENTS

All proceeds obtained from payments for charges after expenses of collection shall be retained by the Rural Division and shall be used only for purposes as authorized in the Intergovernmental Agreement that created the Rural Division.

### Section 7. NON-EXCLUSIVE FUNDING

The foregoing charges shall not be exclusive of the methods that may be used by the Township to fund a fire department, but shall only be supplemental thereto.

### Section 8. MULTIPLE PROPERTY PROTECTION

In an emergency service rendered by the Rural Division directly benefits more than one person or property, the owner of each property so benefited and each person so benefited where property protection is not involved shall be liable for the payment of the full charge for such service. The interpretation and application of the within section is hereby delegated to the Rural Division Fire Chief subject only to appeal, within the time limits for payment as described in Section 4 of this Ordinance, and shall be administered so that charges shall only be collected from the insurance company of the recipients of the emergency service.

### Section 9. SEVERABILITY

If any section, provision or clause of this Ordinance be declared unconstitutional, null or void by a court of competent jurisdiction, such declaration shall not have any effect on the validity of the remaining sections or parts thereof of this Ordinance.

### Section 10. EFFECTIVE DATE

This Ordinance takes effect on the day following the date of publication. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

### Section 11. PUBLICATION

Publication shall be made within thirty (30) days after passage of this Ordinance in a newspaper of general circulation within the Township. The Ordinance in full or a summary of the Ordinance may be published. The publication may take place jointly with other Townships within the Rural Division which have enacted an identical Ordinance.

WHITEWATER TOWNSHIP

By: Larry A. Lake

Its: Supervisor

By: Carol J. Hockin

Its: Clerk

Adopted: October 18, 2005

November 11, 2005-1T

STATE OF MICHIGAN

County of Grand Traverse

Michael C. Nau being duly sworn deposes and says the annexed printed copy of notice was taken from the Traverse City RECORD-EAGLE, a newspaper printed and circulated in said State and County, and that said notice was published in said newspaper on the following dates:

Nov 11, 2005

that he or she is the agent of the printers of said newspaper, and knows well the facts stated herein

Subscribed and sworn to before

this 15th day of Nov 20 05

E. Dolores Eikey

E. Dolores Eikey

Notary Public, State of MI

County of Grand Traverse

My Commission Expires September 14, 2011

Acting in County of Grand Traverse

## **WHITEWATER TOWNSHIP**

### **EMERGENCY SERVICES CHARGES ORDINANCE NO. 37**

#### **AN ORDINANCE TO ESTABLISH CHARGES FOR FIRE DEPARTMENT SERVICES UNDER MICHIGAN PUBLIC ACT 33 OF 1951, AS AMENDED (MCL 41.801ET SEQ; MSA 5.2640 (1) ET SEQ) AND TO PROVIDE METHODS FOR THE COLLECTION OF SUCH CHARGES AND EXEMPTIONS THEREFROM**

#### **THE TOWNSHIP OF WHITEWATER ORDAINS:**

##### **Section 1. PURPOSE**

This Ordinance is adopted for the purpose of providing financial assistance to the Grand Traverse Fire Department – Rural Division (the Rural Division) of which the Township is a member by providing a method for cost recovery under certain circumstances from those receiving direct benefits from the emergency services from the Rural Division. Those emergency services include fire services and may include rescue services. It is also the intent of the Township to encourage mutual aid between fire departments during emergencies by adopting the charges for emergency services that have been set by the municipality that is assisting in the emergency. For purposes of this Ordinance, the services provided by the Rural Division and similar services provided by another fire department within the township pursuant to a request for mutual aid are called “emergency services”. In addition, the Township finds that it is not cost effective for the Township to pursue the collection of fire charges against those persons who do not have insurance coverage.

##### **Section 2. CHARGES**

- A. The Township Board shall set or revise charges for emergency services that are provided by the Rural Division. The charges shall only be initially set or later revised after the Township Board has received a recommendation from the Fire Board regarding those charges. It is the intent of this Ordinance that charges for emergency services shall be uniform throughout the Rural Division. The charges shall be billed to the insurance company of the recipient of the emergency services. “Insurance company” shall mean any insurance carrier that has a legal obligation to reimburse or pay on behalf of a recipient of emergency services regardless of the type of insurance coverage.
- B. If another fire department provides emergency services within the township pursuant to a mutual aid agreement or as a result of a request for assistance from a Township official or an officer of the Rural Division, then the charges



set by the assisting municipality for the services which have been provided by its fire department shall be paid in the same manner as if those charges had been incorporated into this Ordinance. All charges of another fire department shall be due and payable and administratively handled as charges for emergency services that have been provided by the Rural Division.

- C. Any recipient of emergency services shall provide the name, address and phone number of the recipient's insurance company to the Rural Division or any third party acting on behalf of the Rural Division. If requested by the Rural Division or a third party acting on behalf of the Rural Division, the recipient of emergency services shall provide to the requesting party a copy of the applicable insurance policy. The recipient of emergency services shall sign any documents that the Rural Division determines is necessary to assist it in obtaining payment from the insurance company. This includes, but is not limited to an assignment of claim against the insurance company. If a recipient of emergency services fails to provide the required information or fails to sign a required document within 30 days after a request has been made as described in this Ordinance, then the recipient shall be liable personally to the Rural Division on behalf of the Township for all charges for emergency services. This liability shall be joint and several with the insurance company.

### **Section 3. EXEMPTIONS**

The following properties and services shall be exempt from any charges:

- A. False alarms. However, if the Rural Division responds to a false alarm at Any location that has had at least three (3) false alarms in the same calendar year, then there shall be a charge as determined by the Township as described in Section 2. A. for each response which is made in the same calendar year as the three (3) false alarms.
- B. Fires involving Township buildings, grounds and/or property.
- C. Emergency services performed outside the jurisdiction of the Township under a mutual aid contract unless charges for such services are permitted by Sate law or local ordinance.

### **Section 4. TIME FOR PAYMENT FOR RUN**

All of the charges imposed by this Ordinance shall be due and payable to the Rural Division on behalf of the township within ninety (90) days from the date the service is rendered.

**Section 5. COLLECTION OF CHARGES**

The Rural Division shall be responsible for all billings for charges that are imposed by this Ordinance. The Rural Division may contract with a third party to handle the administrative actions relating to sending bills, receiving payment and any collection proceedings. The Rural Division or a third party acting pursuant to a contract with the Rural Division is authorized to take such legal action as may be necessary to collect any unpaid charges. The Rural Division or the third party with whom it has contracted shall be responsible for all costs and attorney fees associated with any such legal action. All charges that are imposed pursuant to this Ordinance shall be deemed assigned to the Rural Division for purposes of collection and use of all payments of the charges.

**Section 6. USE OF PAYMENTS**

All proceeds obtained from payments for charges after expenses of collection shall be retained by the Rural Division and shall be used only for purposes as authorized in the Intergovernmental Agreement that created the Rural Division.

**Section 7. NON-EXCLUSIVE FUNDING**

The foregoing charges shall not be exclusive of the methods that may be used by the Township to fund a fire department, but shall only be supplemental thereto.

**Section 8. MULTIPLE PROPERTY PROTECTION**

When an emergency service rendered by the Rural Division directly benefits more than one person or property, the owner of each property so benefited and each person so benefited where property protection is not involved shall be liable for the payment of the full charge for such service. The interpretation and application of the within section is hereby delegated to the Rural Division Fire Chief subject only to appeal, within the time limits for payment as described in Section 4 of this Ordinance, and shall be administered so that charges shall only be collected from the insurance company of the recipients of the emergency service.

**Section 9. SEVERABILITY**

If any section, provision or clause of this Ordinance be declared unconstitutional, null or void by a court of competent jurisdiction, such declaration shall not have any effect on the validity of the remaining sections or parts thereof of this Ordinance.

**Section 10. EFFECTIVE DATE**

This Ordinance takes effect on the day following the date of publication. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

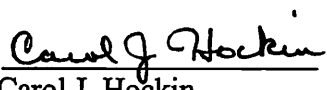
**Section 11. PUBLICATION**

Publication shall be made within thirty (30) days after passage of this Ordinance in a newspaper of general circulation within the Township. The Ordinance in full or a summary of the Ordinance may be published. The publication may take place jointly with other Townships within the Rural Division which have enacted an identical Ordinance.

WHITEWATER TOWNSHIP

By:   
Larry R. Lake

Its: Supervisor

By:   
Carol J. Hockin

Its: Clerk

Adopted: October 18, 2005

Effective: November 12, 2005

WHITEWATER TOWNSHIP

EMERGENCY SERVICES CHARGES ORDINANCE NO. 37

AN ORDINANCE TO ESTABLISH CHARGES FOR FIRE DEPARTMENT SERVICES UNDER MICHIGAN PUBLIC ACT 33 OF 1951, AS AMENDED (MCL 41.801ET SEQ; MSA 5.2640 (1) ET SEQ) AND TO PROVIDE METHODS FOR THE COLLECTION OF SUCH CHARGES AND EXEMPTIONS THEREFROM  
THE TOWNSHIP OF WHITEWATER ORDAINS:

Section 1. PURPOSE

This Ordinance is adopted for the purpose of providing financial assistance to the Grand Traverse Fire Department - Rural Division (the Rural Division) of which the Township is a member by providing a method for cost recovery under certain circumstances from those receiving direct benefits from the emergency services from the Rural Division. Those emergency services include fire services and may include rescue services. It is also the intent of the Township to encourage mutual aid between fire departments during emergencies by adopting the charges for emergency services that have been set by the municipality that is assisting in the emergency. For purposes of this Ordinance, the services provided by the Rural Division and similar services provided by another fire department within the township pursuant to a request for mutual aid are called "emergency services". In addition, the Township finds that it is not cost effective for the Township to pursue the collection of fire charges against those persons who do not have insurance coverage.

Section 2. CHARGES

A. The Township Board shall set or revise charges for emergency services that are provided by the Rural Division. The charges shall only be initially set or later revised after the Township Board has received a recommendation from the Fire Board regarding those charges. It is the intent of this Ordinance that charges for emergency services shall be uniform throughout the Rural Division. The charges shall be billed to the insurance company of the recipient of the emergency services. "Insurance company" shall mean any insurance carrier that has a legal obligation to reimburse or pay on behalf of a recipient of emergency services regardless of the type of insurance coverage.

B. If another fire department provides emergency services within the township pursuant to a mutual aid agreement or as a result of a request for assistance from a Township official or an officer of the Rural Division, then the charges set by the assisting municipality for the services which have been provided by its fire department shall be paid in the same manner as if those charges had been incorporated into this Ordinance. All charges of another fire department shall be due and payable and administratively handled as charges for emergency services that have been provided by the Rural Division.

C. Any recipient of emergency services shall provide the name, address and phone number of the recipient's insurance company to the Rural Division or any third party acting on behalf of the Rural Division. If requested by the Rural Division or a third party acting on behalf of the Rural Division, the recipient of emergency services shall provide to the requesting party a copy of the applicable insurance policy. The recipient of emergency services shall sign any documents that the Rural Division determines is necessary to assist it in obtaining payment from the insurance company. This includes, but is not limited to an assignment of claim against the insurance company. If a recipient of emergency services fails to provide the required information or fails to sign a required document within 30 days after a request has been made as described in this Ordinance, then the recipient shall be liable personally to the Rural Division on behalf of the Township for all charges for emergency services. This liability shall be joint and several with the insurance company.

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B. Fires involving Township buildings, grounds and/or property.

C. Emergency services performed outside the jurisdiction of the Township under a mutual aid contract unless charges for such services are permitted by State law or local ordinance.

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Section 6. USE OF PAYMENTS

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Section 7. NON-EXCLUSIVE FUNDING

The foregoing charges shall not be exclusive of the methods that may be used by the Township to fund a fire department, but shall only be supplemental thereto.

Section 8. MULTIPLE PROPERTY PROTECTION

When an emergency service rendered by the Rural Division directly benefits more than one person or property, the owner of each property so benefited and each person so benefited where property protection is not involved shall be liable for the payment of the full charge for such service. The interpretation and application of the within section is hereby delegated to the Rural Division Fire Chief subject only to appeal, within the time limits for payment as described in Section 4 of this Ordinance, and shall be administered so that charges shall only be collected from the insurance company of the recipients of the emergency service.

Section 9. SEVERABILITY

If any section, provision or clause of this Ordinance be declared unconstitutional, null or void by a court of competent jurisdiction, such declaration shall not have any effect on the validity of the remaining sections or parts thereof of this Ordinance.

Section 10. EFFECTIVE DATE

This Ordinance takes effect on the day following the date of publication. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 11. PUBLICATION

Publication shall be made within thirty (30) days after passage of this Ordinance in a newspaper of general circulation within the Township. The Ordinance in full or a summary of the Ordinance may be published. The publication may take place jointly with other Townships within the Rural Division which have enacted an identical Ordinance.

WHITEWATER TOWNSHIP

By: Larry R. Lake

Its: Supervisor

By: Carol J. Hockin

Its: Clerk

Adopted: October 18, 2005

November 11 - 1 T

**RESOLUTION #05-18**

**Resolution to Adopt Emergency Services Charges Ordinance #37  
for Grand Traverse Fire Department-Rural Division**

**Whitewater Township  
Grand Traverse County**

**Whereas,** Whitewater Township is a member of the Grand Traverse Fire Department-Rural Division, and

**Whereas,** the Rural Fire Board desires to provide a method for cost recovery under certain circumstances from those receiving direct benefits from the emergency services from the Rural Division, and

**Whereas,** the Emergency Services Charges Ordinance is an ordinance to establish charges for Fire Department Services under Michigan Public Act 33 of 1951, as amended (MCL 41.801 et seq; MSA 5.2640(1) et seq), and

**Whereas,** the Township Boards in the Rural Division shall set or revise charges for emergency services that are provided by the Rural Division upon recommendation from the Fire Board regarding those charges,

**Now Therefore, Be It Resolved** that the Whitewater Township Board adopts the Emergency Services Charges Ordinance.

A motion to adopt the foregoing Resolution was made by Amos and seconded by Couturier.

Upon roll call, the following voted:

Yes: Amos, Couturier, Hockin, Hubbell, Lake.  
No: None.  
Absent: None.

Resolution declared adopted.

I, the undersigned, the clerk of Whitewater Township, Grand Traverse County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Whitewater Township Board of said municipality at a regular meeting held on October 18, 2005 relative to the adoption of Resolution #05-18.



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Carol Hockin  
Whitewater Township Clerk



# GRAND TRAVERSE RURAL FIRE DEPARTMENT

4123 Vance Road ~ Traverse City, MI 49685  
Phone: (231) 943-9721 Fax: (231) 943-9729 ~ Website: [www.gtfire.org](http://www.gtfire.org) Email: [Info@gtfire.org](mailto:Info@gtfire.org)

From the desk of Chief Theo Weber

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To: Whitewater Twp. Board  
Ref: Resolution # 15-02  
Date: 2/10/2015

This letter is intended to help address some of the questions presented in the draft meeting minutes of the Whitewater board on 1/ 27/2015.

I have attached a copy of the Whitewater Emergency Services Charges Ordinance #36 adopted October 18<sup>th</sup>, 2005 by unanimous vote of the Whitewater sitting board, #05-18. Rural has been collecting these rates since its adoption. This type of ordinance is very common in the industry and requires the responsible party / insurance carrier to pay to mitigate the emergency and not the general taxpayer.

The ordinance addresses most of the questions that I saw in your minutes, however I will try to answer the specific questions outlined in you draft minutes.

Exhibit "A" replaces the 10 year old price schedule of your current ordinance. The change was recommended by our current collection company (Fire Recovery USA) because the current fee structure is the lowest of any of the Fire Department that they work for across the United States. The recommended changes represent the national average rate charged by departments they represent.

**[firerecoveryusa.com](http://firerecoveryusa.com)**

The **Itemized Response** price list allows us the flexibility to charge for the unusual incidents not covered elsewhere in the pricing. Example; if an incident lasts for days or months then we can charge our true costs not just a per incident charge. As you can imagine those type of incidents can be very costly to mitigate and the responsible party / insurance company should pay not the general tax payer.

The question as to who determines how many responders or team leaders are needed to handle the emergency? *That is the call of the on scene commander. Who determines how many are billed for? That ultimately is the Chiefs responsibility.*

What collections are in place? *As stated above Rural Fire uses Fire Recovery USA as a third party billing agency. (See Section 5 of your ordinance)*



# GRAND TRAVERSE RURAL FIRE DEPARTMENT

4123 Vance Road ~ Traverse City, MI 49685  
Phone: (231) 943-9721 Fax: (231) 943-9729 ~ Website: [www.gtfire.org](http://www.gtfire.org) Email: [info@gtfire.org](mailto:info@gtfire.org)

From the desk of Chief Theo Weber

---

What in the resolution stops Rural Fire from taking our citizens to collections? *Rural has never taken any legal action against its citizens for collections. If the resident has insurance then the insurance company is billed, if they don't then the claim is dropped. (See the last sentence of Section 1 of your ordinance)*

If our (Whitewater) truck goes to a different township do we charge them? *The premise of this question is not accurate. The trucks belong to Rural Fire and Rural Fire does not charge itself.*

Does this apply between townships? *No. (See ordinance)*

Question regarding different charges for different levels of command? *Larger and prolonged incidents need more command officers to operate safety and the costs are more.*

Different charges for an Engine verses a Truck. *The word "Truck" in the Fire service refers to an aerial devise such as a ladder truck. They cost more money to run so they are billed at a higher rate.*

The Rural Fire board discussed many of these issues at the December meeting in which the price increases were presented. The resolution that was sent to the townships requesting the price increase was unanimously supported by all members including the Whitewater Township representative Ron Popp. As of this date all the other member Townships of Rural Fire have passed the resolution for the price increase.

I would be glad to meet with any member(s) of the Whitewater board to answer any additional questions.

Theo Weber

*Theo Weber*

Chief /CEO  
Grand Traverse Rural Fire Department  
4123 Vance Rd  
Traverse City, MI 49684





## BLAIR TOWNSHIP EMERGENCY SERVICES

2121 County Rd. 633, Grawn, MI 49637-9762

EMS (231) 276-9354 [ems@blairtownship.org](mailto:ems@blairtownship.org)

FIRE (231) 276-6341 [fire@blairtownship.org](mailto:fire@blairtownship.org)

Fax (231) 276-6686 [www.blairtownship.org](http://www.blairtownship.org)

A.	Illegal burns, controlled burns, fire, smoke, and CO alarms, lines down, gas leaks, smoke scares	\$200
B.	Grass/brush/woods/chimney fire	\$300
C.	Automobile fire	\$350
D.	Residential/Building fire	\$500
E.	Commercial Establishment fire	\$600
F.	Industrial fire	\$600
G.	Multi-family building fire	\$600
H.	Aircraft fire	\$500
I.	Hotel/Motel fire	\$750
J.	Tractor/Trailer fire	\$500
K.	Trains	\$500
L.	Other services not listed	\$200
M.	Vehicle extrication	\$750.00
N.	Vehicle accidents	\$350.00

## Cheryl A. Goss

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**From:** Theo Weber <tweber@gtfire.org>  
**Sent:** Friday, March 06, 2015 12:51 PM  
**To:** Ron Popp; Doug Mansfield; Tim Trudell; Linda Forwerck; plbiondo@gmail.com; Doug Moyer; Tom Gray; tomandjuliegray@att.net; supervisor@longlaketownship.com  
**Cc:** Della Benak; Cheryl Walton; Lloyd Lawson; Paul Hubbell; zoningplanning@paradisewp.org  
**Subject:** RE: Cost recovery  
**Attachments:** Blair Auto Aid Agreement.pdf

Mr. Popp

You are comparing two entirely different things.

The Blair Automatic Aid Agreement is not a Cost Recovery Ordinance.

The billing arrangement between Blair Fire and Rural Fire was put in place by the Fire Board after Blair Twp. separated from Rural Fire. It is not an ordinance and is not billed to the taxpayer or their insurance company.

As I understand it, the agreement was put in place in 2013 to compensate Blair Fire for a perceived imbalance of aid given vs aid received. In 2013 Rural paid Blair \$13,550.00 to Blair but in 2014 Rural paid only \$7,200.00. This reduction is a direct result of box alarm adjustments that I have made and will continue to make. I believe 2015 will be pretty close to wash or Blair may owe Rural. In my opinion those adjustments should have been made the day Blair left Rural. If they had, then the imbalance would not have happened and the resulting agreement would not have been drafted. It is my recommendation to the Fire Board that the billing for services be eliminated from the Blair Twp. Auto Aid Agreement.

I am of the opinion that billing for automatic aid and mutual aid from our neighboring departments is never a good thing. Rural has 28 of these agreements and the Blair Twp. agreement is the only one that has a cost associated with it. It is a very unusual thing when Fire Departments bill one another. These mutual aid and automatic aid agreements with neighboring departments help us all when the emergency overwhelms our, or their resources.

I do plan on being at your meeting on the 10<sup>th</sup> to answer any further questions.

Theodore A. Weber  
Chief / CEO  
Grand Traverse Rural Fire Department  
4123 Vance Rd  
Traverse City, MI 49684  
Office: 231-943-9721  
Fax: 231-943-9729  
[www.gtfire.org](http://www.gtfire.org)  
[tweber@gtfire.org](mailto:tweber@gtfire.org)

**\*\*\*CONFIDENTIALITY NOTICE \*\*\***

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*disclosure, copying, distribution, or use is prohibited. If you have received this e-mail by mistake, please notify us immediately by reply e-mail and destroy all copies of the original message.*

**From:** Ron Popp [<mailto:supervisor@whitewatertownship.org>]  
**Sent:** Friday, March 06, 2015 9:24 AM  
**To:** Theo Weber; Doug Mansfield; Tim Trudell; Linda Forwerck; [plbiondo@gmail.com](mailto:plbiondo@gmail.com); Doug Moyer; Tom Gray; [tomandjuliergray@att.net](mailto:tomandjuliergray@att.net); 'Karen Rosa'  
**Cc:** Ardella Benak; Cheryl Goss; Lloyd Lawson; Paul Hubbell  
**Subject:** Cost recovery

Good morning Chief,

Grand Traverse Fire Department – Rural Division cost recovery is on our 3-10-2015 TB agenda. Comparing the cost recovery agreement Rural has in place with Blair Township, and the one you are asking the Townships to place upon the taxpayer's, I see a monumental difference.

Will Rural be updating the agreement with Blair or is there another explanation?

Ron Popp  
Whitewater Township Supervisor  
5777 Vinton Road, P.O. Box 159  
Williamsburg, Michigan 49690  
231.267.5141 X 23  
[supervisor@whitewatertownship.org](mailto:supervisor@whitewatertownship.org)

## Emergency Fire Service Automatic Aid Agreement

This Agreement, made effective as of the date of the last signature to be affixed hereon, between the Blair Township Fire Department, a Michigan municipal corporation, whose address is 2121 County Road 633, Grawn, MI 49637-9762, (Blair) and Grand Traverse Fire Department, Rural Division, whose address is 4123 Vance Road, Traverse City, MI 49684 (Rural). Generically, each fire department may be called a "Service", as well as a fire department in this Agreement.

WHEREAS, each party maintains a fire department and equipment; and

WHEREAS, the Grand Traverse Rural Fire Dept. (Rural) and the Blair Township Fire Dept. (Blair) realize that emergency conditions may occur which would require more fire service equipment or personnel than is readily available individually; and

WHEREAS, both parties wish to mutually assist each other in the event of an emergency and to minimize liability and cost incurred during an emergency; and

WHEREAS, a written understanding of automatic aid for fire service emergencies will avoid delay due to uncertainty at the time of an emergency; and

WHEREAS, mutual fire assistance contracts are authorized by 1951 PA 33, as amended, (MCLA 41.801 et seq.; MSA 5.2640(1) et seq.) and 1951 PA 35, as amended, (MCLA 124.1 et seq.; MSA 5.4081 et seq.):


NOW THEREFORE, the parties mutually agree as follows:

1. Automatic Aid Dispatch and Response. Fire apparatus, equipment, and manpower of a party shall be automatically dispatched to aid and assist in fire service emergencies, as defined as structure fires, flow alarms, or automobile fires adjacent to structures in the areas outlined in the attached map. The initial response will consist of one engine/pumper and one tanker. The Incident Commander ("IC") shall be the highest ranking officer on scene in the jurisdiction of the incident, or his/her designee.
2. Boundaries. Boundaries for automatic aid, which will be provided by Blair to Rural shall include the Townships of Green Lake, Long Lake, Mayfield, Grant, and Paradise. Boundaries for automatic aid, which will be provided by Rural to Blair shall include all of Blair Township.
3. Term of Aid. Each requested fire department will give whatever aid is requested as long as it does not deplete its own resources below its ability to provide or arrange for minimum service to be provided its own area. The highest ranking officer of the department, which is providing emergency aid outside its primary jurisdiction, shall at all times have full power and authority to recall their department's personnel.

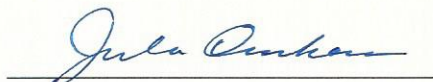
4. Time at Scene. Subject to paragraph 3, the IC shall release the personnel and equipment responding outside their primary jurisdiction from the scene once their emergency services are no longer needed.
5. Assignments. The IC shall be in general command of all units and equipment responding from other communities. However, all personnel and equipment of any responding community shall be under immediate control and supervision of their highest ranking officer, or his/her designee. All instructions, commands, and orders for the use of such responding personnel and equipment shall be made on behalf of the requesting community through the IC to the Commanding Officer of the responding community whenever possible.
6. Equipment. Equipment or apparatus requested shall be specified by the IC. Request for a ladder truck shall be limited only to major fires and will be manned by two (2) fire fighters. The party requesting such platform shall be responsible for providing water for its use.
7. Manpower. The IC will designate the estimated manpower as to number or qualifications at the time the responding community is contacted.
8. Independent Contractor. Each Service shall be considered an independent contractor and not an agent or employee of the other nor shall an agent or employee of a Service be considered an agent or employee of the other Service. Each party shall remain responsible for any claims arising out of their own acts or omissions during the performance of this agreement, as provided by law. This agreement is not intended to increase either parties' liability for, or immunity from, tort claims.
9. Insurance. Each Service shall maintain during the term of the Agreement appropriate liability insurance and Workers Compensation insurance, including Employer' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
10. Cost of Responding. The Service, which requests the mutual aid, shall reimburse the other Service as provided in the attachments to this Agreement. Charges are based on the reason for the mutual aid request. Billings for reimbursement shall be made quarterly on a calendar year basis. Billings shall be paid within 30 days of receipt of the bill.
11. Third Party Beneficiaries. This Agreement confers no right or remedies on any third party, other than the parties to this Agreement and their respective successors and permitted assigns.
12. Non-Discrimination. The parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this Agreement.
13. Other Agreements. This Agreement shall supersede and take the place of any other agreement between the Services relating to mutual aid.
14. Withdrawal. Any member desiring to withdraw from this Agreement shall give thirty (30) days written notice without cause.

15. Entire Agreement. This Agreement constitutes the entire agreement of the parties and there are no valid promises, conditions, or understandings which are not contained herein.
16. Term of Agreement. The term of this Agreement shall be for a period of one (1) year from the date of the last person signing. Thereafter, this Agreement shall continue in effect from year to year unless terminated pursuant to paragraph 14.
17. Force Majeure. Notwithstanding anything contained in this Agreement to the contrary, if any term or condition of this Agreement to be performed or observed by either party is rendered impossible of performance or observance due to any cause beyond either party's control, including, without limitation, any act of God, war, civil disturbance, fire or casualty, labor dispute, or governmental rule, either party, for so long as such condition exists, shall be excused from such performance or observance, provided it take all appropriately reasonable steps as soon as reasonably practicable in order to terminate such condition.
18. Authority. The parties agree that the signatories appearing below have the authority and are duly authorized to execute the Agreement on behalf of the party to the Agreement.
19. Retroactive Effective Date for Costs of Responding. Charges for Costs of Responding, as provided in section 10, shall be deemed retroactive to January 1, 2013 even though this Agreement will be signed after that date. A determination of the retroactive amount owed to each party and the appropriate payment shall be made within 30 days from the signing of this Agreement by both parties.


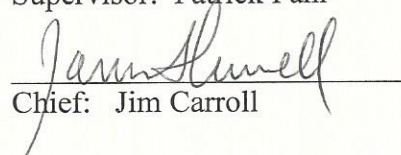
In presence of:

  
 \_\_\_\_\_  
 Witness  
 LISA M GUERRIERI  
 \_\_\_\_\_  
 Witness


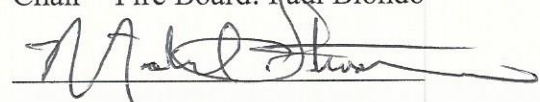
Dated: 6-20-13

  
 \_\_\_\_\_  
 Witness  
 \_\_\_\_\_

BLAIR TOWNSHIP FIRE  
 DEPARTMENT

  
 \_\_\_\_\_  
 Supervisor: Patrick Pahl  
  
 \_\_\_\_\_  
 Chief: Jim Carroll

GRAND TRAVERSE RURAL  
 FIRE DEPT.

  
 \_\_\_\_\_  
 Chair - Fire Board: Paul Biondo  
  
 \_\_\_\_\_

Witness

Acting Chief: Mike Stinson

Dated: 14 JUNE 13



## BLAIR TOWNSHIP EMERGENCY SERVICES

2121 County Rd. 633, Grawn, MI 49637-9762

EMS (231) 276-9354 [ems@blairtownship.org](mailto:ems@blairtownship.org)

FIRE (231) 276-6341 [fire@blairtownship.org](mailto:fire@blairtownship.org)

Fax (231) 276-6686 [www.blairtownship.org](http://www.blairtownship.org)

A.	Illegal burns, controlled burns, fire, smoke, and CO alarms, lines down, gas leaks, smoke scares	\$200
B.	Grass/brush/woods/chimney fire	\$300
C.	Automobile fire	\$350
D.	Residential/Building fire	\$500
E.	Commercial Establishment fire	\$600
F.	Industrial fire	\$600
G.	Multi-family building fire	\$600
H.	Aircraft fire	\$500
I.	Hotel/Motel fire	\$750
J.	Tractor/Trailer fire	\$500
K.	Trains	\$500
L.	Other services not listed	\$200
M.	Vehicle extrication	\$750.00
N.	Vehicle accidents	\$350.00



Whitewater Township  
Graded Wage Scale  
Amended 07-22-2014

Grade	Job Description	1	2	3	4	5	6	7	8	9	10
Grade I	Clerical Worker	\$8.00	\$8.24	\$8.48	\$8.73	\$8.99	\$9.25	\$9.53	\$9.82	\$10.11	\$10.41
	General Labor										
Grade II	Park Ranger	\$9.00	\$9.27	\$9.54	\$9.82	\$10.11	\$10.41	\$10.72	\$11.04	\$11.37	\$11.71
Grade III	Park Ranger II	\$10.00	\$10.30	\$10.60	\$10.91	\$11.23	\$11.56	\$11.91	\$12.27	\$12.64	\$13.02
	Medical First Responder										
Grade IV	Lead Park Ranger	\$11.00	\$11.33	\$11.67	\$12.02	\$12.38	\$12.76	\$13.14	\$13.53	\$13.94	\$14.36
Grade V	Deputy Clerk	\$12.00	\$12.36	\$12.73	\$13.11	\$13.50	\$13.90	\$14.32	\$14.75	\$15.19	\$15.65
	Deputy Treasurer										
	EMT-Basic										
Grade VI	EMT-Advanced	\$14.00	\$14.42	\$14.85	\$15.30	\$15.76	\$16.23	\$16.72	\$17.22	\$17.74	\$18.27
Grade VII		\$30,000.00	\$30,900.00	\$31,827.00	\$32,782.00	\$33,765.00	\$34,778.00	\$35,821.00	\$36,896.00	\$38,003.00	\$39,143.00
Grade VIII		\$33,000.00	\$33,990.00	\$35,010.00	\$36,060.00	\$37,140.00	\$38,250.00	\$39,398.00	\$40,580.00	\$41,797.00	\$43,051.00

Items for conversation:

1) When an employee celebrates the beginning of his/her eleventh year of employment shall this form be updated or shall the 3% annual increase be applied.

Above question not discussed during the 7-22-2014 TB meeting, can be addressed at Budget time

2) Does the TB look at employee raises as merit based ? If so, what is the purpose of this document? Does it guarantee an employee an automatic annual raise?

7-22-2014 TB meeting Paul & Della indicate the intent of this document was to provide for guaranteed annual pay raises for the employees. Della believes additional discussion should take place at budget time.

3) If an employee gets promoted from one grade level to another, does he/she lose their seniority? For example Bill has worked with the Township for six years as a general labor and now has an opportunity to become a park ranger. What is his beginning wage as a park ranger?

7-22-2014 meeting additional discussion should take place at budget time. Only deal with the additions we have to right now

**To:** Whitewater Township Board  
**From:** Cheryl A. Goss, Clerk  
**Date:** 03/06/2015  
**Re:** Deputy Treasurer Wage History

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11/20/2008 – Began employment with the township at \$9.00/hour

11/20/2009 – Increase to \$9.27/hour

11/20/2010 – Increase to \$9.54/hour

11/20/2011 – Increase to \$9.82/hour

04/01/2012 – Increase to \$12.00/hour

04/01/2014 – Increase to \$12.36/hour