

**Whitewater Township Board  
Minutes of Regular Meeting held July 9, 2013**

**Call to Order**

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

**Roll Call of Board Members**

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

Board Members Absent: None

Others Present: 10

**Set/Adjust Meeting Agenda**

Benak would like to add a Parks & Recreation Advisory Committee report as Item #7 under Receive and File. She attended last night's meeting and would like to give an update. Goss suggested, since this would be an oral report, that it be added as item #5 under Reports & Presentations.

Goss stated she forgot to include the 1-page Consent Calendar document in the electronic packet, but a copy has been given to each board member and also placed in the public documents notebook.

Goss would also like to add the Battalion #3 Captain's June 2013 Activity report as Item #8 under Receive and File, as well as the Ambulance Coordinator's June 2013 Activity report as Item #9 under Receive and File. Copies of both reports have been provided to each board member and copies of each placed in the public documents notebook.

Agenda set as adjusted.

**Declaration of Conflict of Interest**

None

**Public Comment**

Tim Shaffer, 5309 Moore Road, has some questions regarding the statement in the newsletter regarding the proposed EMS building and fire hall. Public input was received several years ago; questionnaires were filled out. He asked whether there was a report from the tribe, whether the township was planning to do a station on its own now, and whether the property on Elk Lake and Cram Road will be used.

Supervisor Popp indicated he has monthly meetings with the tribe. At the upcoming meeting, Popp is expecting tangible documents, both contractual related to their expectations as well as potential pictures/design of a building. This information will be released at the board level for public input and review. Popp stated the tribe is very active in wanting to help; we should look to see what they are offering.

**Public Hearing**

None

**Reports/Presentations/Announcements/Comments**

**Grand Traverse County Sheriff Department Report** – No one is present from the GTCSD. However, a written report was received.

**County Board of Commissioners Report**

Commissioner Larry Inman gave the following report:

- Smart 911 brochures were handed out at the last Central Dispatch meeting and Inman is delivering some of these to Whitewater Township.
- The County BOC has had a joint meeting with the Road Commission. The BOC will not go out for the \$6 million bond due to the County's budget situation. The Road Commission is considering putting a 0.5 mill request for winter maintenance on the November ballot.
- A grant has been accepted from the Michigan Department of Transportation for replacement of the Cass Road Bridge. When complete, this will allow access to tear out the old road and the dam. They have not given up on an East-West corridor.
- At the Resource Management and Administration meeting tomorrow, the BOC will go over a draft of the Strategic Plan.
- The County Clerk's office is in the process of acquiring equipment for passport photos.
- Parks & Recreation is working on a supplemental plan for Twin Lakes due to the number of drownings which have occurred there.

Popp suggested that posting pictures of those lost at Twin Lakes would be pretty effective.

Popp also suggested the traffic lights be timed for the east-west roads in order to improve traffic flow. Inman will mention this to the Road Commission.

Popp inquired about the status of road repairs with the decision to forego the \$6 million bond. Inman replied they are on hold. Discussion followed.

**Battalion #3 Fire Captain Report**

Captain Tim Arbenowske gave the following report:

- In June, there were 7 fire calls and 1 rescue.
- Three training sessions were held, 1 medical.
- In-services with Grand Traverse Rural will start back up in September.
- Dates have been set with the Elk Rapids Fire Department to train at the house on Hawley Road.
- Tom Emerson has finished the boat. A motor is still needed. They are planning to do some training on Elk Lake at the end of the month.
- There have been 23 calls this year, about half the volume of last year.
- The TV has been purchased. They will use it for training.

Brief discussion followed regarding the size of motor needed for the boat (15 to 25 hp).

Lawson and Arbenowske have not had a chance to talk about radios. Arbenowske would rather have a repeater on the truck than on the tower.

### **Ambulance Coordinator Report**

Ambulance Coordinator Dawn Martin gave the following report:

- There were 18 calls in June, up 20 calls from last year at this time.
- The Auxiliary is putting on a BBQ on July 15 at 6:00 p.m.
- On August 3rd, ambulance personnel will be participating in the Harbor Days parade. Ambulance 3A will be there.
- Martin attends the Med Control meetings, although was unable to attend the meeting today.
- Martin extends hats off to her team. She tries to have 2 medical nights each month coordinated with the fire department's training.

### **Parks & Recreation Advisory Committee Report (added)**

Benak attended last night's Parks & Recreation Advisory Committee meeting. They are compiling a list of things they have suggestions on and would like clarifications from the board. This will come through Bill Mouser. They show that work bees are scheduled for July 20 and 27 to install T posts. Benak inquired as to the length of the T posts.

Popp explained various length posts and the pros and cons of each. Consensus was reached to use 8 foot posts. Popp has discussed stakes with property owners on each side. Popp feels a survey medallion should be used in some areas, which could be mowed over. Discussion followed.

Benak will pull township board meeting minutes for the PRAC to answer some of their questions regarding a manmade dam in the Battle Creek Natural Area, removal of the bridge in the same location, campground rates, documentation regarding whether rates can be raised, and the plaque for Lossie Trail. The PRAC is getting close to completing the Recreation Plan. Mouser was not present at last night's meeting and there was no agenda. Benak will not be present for the next PRAC meeting and requested Popp attend in her absence. PRAC members present at last night's meeting were Leach (chair), Melton, Knapp, Benak, and Recording Secretary MacLean. Absent was Mouser and Hubbell.

### **Consent Calendar**

Popp inquired whether anyone had any questions about the Supervisor Report. Goss asked for explanation of a statement in the report attributed to Benak. Popp detailed the history of assembling the rural fire chief job description. The job description did not get posted.

Goss stated the 2013 revenue for the park listed in her report is a 3.8% decrease over last year, although April reservations were actually higher. Goss speculates that cool weather in May and June resulted in fewer reservations in those months.

There were no questions or comments on the Zoning Administrator report.

Popp inquired if there were any questions on Correspondence Item #7, documents Popp has received from the tribe. There were no questions.

#### Receive and File

1. Supervisor's Report for June 2013
2. Clerk's Report for June 2013
3. Zoning Administrator's Report for June 2013
4. Treasurer's 03/31/2013 Cash Balance, Bank Accounts, and MBIA Class Investment Reports
5. Approved 05/08/2013 Historical Society Minutes
6. Approved 05/15/2013 Planning Commission Minutes
7. Approved 06/05/2013 Planning Commission Minutes
- 8. Battalion #3 Fire Captain's June 2013 Activity Report (added)**
- 9. Ambulance Coordinator's June 2013 Activity Report (added)**

#### Correspondence

1. Grand Traverse County Sheriff Department Statistics for June 2013 and 2nd Quarter 2013
2. 06/17/2013 Letter from Mike Stinson GT Rural with Attached Minutes
3. 06/17/2013 Letter from Ms. Terry Witt re: Scattered Trash and Debris
4. 06/24/2013 NWMCOG eNews
5. Letter Received 06/27/2013 from Camper John Keuvelaar
6. 07/02/2013 Grand Vision Update
7. Two memos from Charles Stewart re: Tribal Assistance with Fire/EMS

#### Minutes

1. Recommend approval of 06/11/2013 and 06/25/2013 Township Board regular meeting minutes and 06/26/2013 and 07/02/2013 special meeting minutes

#### Bills for Approval

1. Approval of Alden State Bank vouchers # 37066 through 37183
2. Approval of Alden State Bank Miami Beach voucher # 1136

Budget Amendments (none)

Revenue & Expenditure Report (none)

**Motion by Hubbell, seconded by Lawson, to approve Consent Calendar items as presented.**

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

#### Unfinished Business

##### **Report on Lucsy Building Electrical Bill**

Popp looked into this issue. He does not think the extra electricity was used by the fire department. John Lucsy is not expecting reimbursement.

### **Update on Establishment of Petty Cash Fund for Fire and Ambulance**

Goss has not had time to look into it but will do so after the August 6th election.

### **New Business**

#### **Lossie Road Nature Trail Ends**

Popp has recommended ground-level boundary markers with use of signs. Consensus has already been reached to keep stakes out of people's yards and places where they mow, but in order to protect the integrity of the survey, some type of marker will be installed at or slightly below ground level.

#### **Whitewater Township Park – Seasonal Camper Policy (Park Policy & Procedure Manual Section 3.3)**

Seasonal camping begins the Thursday before 4th of July and continues through Labor Day. Some seasonal campers have been allowed to bring their equipment as early as opening weekend and set up for the year, thus limiting the ability to sell the site. This practice of units being stored on sites without payment (unless occupied) has been allowed. The written policy currently in place does not allow for this. Popp would like this policy to be reviewed at the board level and seasonal campers informed of any changes before this season is over. Lengthy discussion followed. Consensus was reached to enforce the current written policy, starting with the 2014 season. Permanent and temporary structures were also discussed. Lengthy discussion followed with regard to temporary structures. Consensus reached to support the existing rules; accessory structures are an allowable use.

#### **Whitewater Township Park – Township Resident Boat Launch Policy (Park Policy & Procedure Manual Section 5.11)**

Current policy states a fee will be charged to launch a boat. Practice has been that no fee is being charged to certain people who are only launching their boat at the beginning of the season, docking it at their own dock, and then taking their boat out at the end of the summer. Lengthy discussion followed. Consensus was reached that the written policy should be followed; everyone should pay to launch their boat. Goss observed that it would be hard to enforce this policy before the park opens for the season and suggested it be enforced once the park opens. Benak raised a question concerning seasonal campers launching boats and suggested they should purchase a non-resident annual pass.

#### **Discussion of Mike Stinson's Resignation**

Mike Stinson is the chief at Green Lake Township and acting Rural Fire Chief. He has recently resigned due to differences over the qualifications of the new chief. Popp sees his resignation as one more step toward Green Lake leaving Rural Fire. Green Lake contributes approximately \$290,000 annually to Rural. If Green Lake leaves Rural, it will likely affect Whitewater's personnel and equipment situations. Lengthy discussion followed. Closing thoughts centered on the fact that everyone should be thinking about how Whitewater's fire department would proceed in the event of Grand Traverse Rural Fire Department's situation changing significantly.

#### **Discuss Returning Whitewater Township Board to Once-Per-Month Meeting Schedule**

Popp commented on the amount of time it takes to prepare for a meeting. Hubbell stated the second meeting was added so that it could be utilized if necessary and to avoid overly lengthy

meetings. Benak stated if there is not much on an agenda, the meeting can be cancelled. Consensus was reached to use common sense when it comes to utilizing or cancelling the second meeting date of the month.

**Tabled Items**

None

**Board Comments/Discussion**

Benak brought to the board's attention that there are 7 outstanding checks, 6 of which were issued to township employees, dating back to August 2010. She has sent notes, spoken to individuals, and reissued some of the checks. One camping refund has been reissued multiple times. She must wait 5 years before sending uncashed checks to the state.

Benak also feels more lawn care is needed at the township hall. Popp states he has taken pictures of weeds which are still there after the lawn is mowed. He has let the lawn care company know. Benak stated Hi Pray Park looks the same way. Discussion followed.

**Announcements**

The next Township Board meeting is on July 23rd at 7:00 p.m.

**Public Comment**

Kurt Horton, Broomhead Road, stated the grader has been down Broomhead Road and the road is in better shape than it has ever been. He asked if there is any way to get enforcement to keep people from using the road as a rally track and tearing up the road, especially Roots Lake Road. He has called the GT County Road Commission about it.

Hubbell suggested Mr. Horton write down the ORV permit numbers and call the DNR. General discussion followed.

Vaughn Harshfield, Broomhead Road, commented that his wife saw 2 guys with Jeeps doing damage to Roots Lake Road. He has also seen campers throw their garbage out on the roads.

**Adjournment**

Motion by Hubbell, seconded by Lawson, to adjourn. Meeting adjourned at 9:16 p.m.

Respectfully submitted,

Cheryl Goss  
Whitewater Township Clerk