

**Whitewater Township Board
Minutes of Special Meeting held February 23, 2015**

Call to Order

Supervisor Popp called the meeting to order at 6:10 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

Benak stated she has an announcement to add under New Business, in front of Budget Work Session.

Declaration of Conflict of Interest

None

Public Comment

None

Agenda Items as Listed in Special Meeting Notice**Benak Announcement (added)**

Benak stated that, according to her two physicians, she needs to make some life choices. One of the choices she has made is that she will be resigning from the two boards she is currently on. She stated she will no longer be on the Parks & Recreation Advisory Committee or the Zoning Board of Appeals after the Thursday meeting of the ZBA. Benak offered to put the announcement in writing. The resignation from the Parks & Recreation Advisory Committee is effective immediately. She also offered to allow Popp to appoint someone else to hear the matters in front of the ZBA on Thursday.

Popp would prefer that Benak offer support to Bowen for the Thursday hearing.

Benak agreed to stay on for the two hearings scheduled for Thursday, and if anything gets delayed, she will stay on for that. Otherwise, March 10 will be the effective date of her resignation from the ZBA.

Discussion followed concerning the possibility of moving the ZBA hearing location to Mill Creek Elementary due to lack of water at the township hall. Repair options were discussed.

Budget Work Session

Discussion of the budget picked up with Recreation Fund. Popp noted the roof at Hi Pray Park needs repair. Estimates last fall were \$2,500 to \$3,000. Hubbell suggested a tin roof be installed. Lawn maintenance is over budget. Popp stated he put the roof under Capital Expenditure. Other items needing repair were listed.

Benak stated that things should be maintained and not allowed to deteriorate. Also, it is time we put money into the Recreation Fund.

Discussion followed. The amount in Transfers from Other Funds will be changed to \$18,000 and Capital Expenditure will change to \$6,000.

Moving on to Ambulance Fund, Popp noted that using a taxable value of \$188,000,000, the 1.5 mill ambulance levy will generate \$282,000. For calendar year 2014, there were about 91 total transports, about 30 of which Whitewater transported and 51-52 that NorthFlight transported. After discussion, the Fees Charged line item was reduced to \$28,000. Other Revenues includes the \$500 received for the Iceman event. Transfers from Other Funds will be set at \$52,000.

Expenditure line items were reviewed. Recent overtime costs were discussed. Popp noted that moving from a core group of five to a core group of eight would significantly reduce overtime costs. The \$252,000 figure under Duty Crew Wages is based on a core group of eight, each working two hours of overtime per week. Special Wages is over budget; Goss will determine the reason for this. Instead of allocating zero to On Call Wages and Run Wages, \$5,000 each will be budgeted in those line items, reducing the Duty Crew Wages figure to \$242,000.

Discussion moved to 930 Facility Repairs and Maintenance and the figures utilized by Benak and Goss at the time the ambulance millage proposal language was drafted. As of April 1, 2015, the Ambulance Fund will pay 50% of the utilities and maintenance costs at 8380 Old M-72. Line items will be added to this fund for lawn maintenance, waste removal, septic services, snowplowing, natural gas, electricity, and telephone. The 930 line item was reduced to \$9,000.

Other expenditure line items which were revised include Dues and Memberships at zero, Community Education at \$750, Mileage Reimbursement at \$750, Meals/Lodging at \$500, and Education & Training at \$1500.

There was lengthy discussion of budgeting for a storage building and whether one will be needed. Various options were considered. Consensus was reached to allocate \$100,000 to Capital Expenditure in the General Fund to allow for the cost of a storage building.

Regarding the Building Rental line item in the Ambulance Fund, Popp stated something should be allocated here to allow for the ambulance service renting a portion of a new building. Consensus was reached to allocate \$5,000 (\$400/month x 12 months).

In discussing the revised bottom line for the Ambulance Fund, Popp recommended that an additional \$5,000 be added to Contingency and \$15,000 be given back to the General Fund, reducing 699 Transfers from Other Funds.

The Ambulance Replacement Fund was briefly discussed. Popp proposed that \$10,000 go into the fund from the General Fund. Balance in this fund as of 03/31/2015 will be approximately \$58,000.

The Public Improvement Fund has not been utilized. No monies have been budgeted for this fund. Balance in the fund as of 12/31/2014 is \$224.32. Benak stated that it would be a great idea for the township to have a capital improvement plan. Brief discussion followed. Popp stated he likes Benak's idea of having a clear-cut plan where the money can only be spent on certain things.

Moving to the Fire Capital Improvement Fund (FCIP), Popp noted there is budgeted to be \$6,700 left in the Fire Fund. Should this remain in the Fire Fund or be moved to the Fire Capital Improvement Fund?

Goss noted the fund balance in the Fire Fund as of 12/31/2014 is approximately \$191,000.

Benak questioned putting more money in the Fire Capital Improvement Fund, unless you are planning to build a building and get out of Rural Fire. With the Tribe building a new building, we do not have to plan to put up a building. We are in Rural Fire, so we are not running our own fire department anymore. We need money for the Rural Fire fees and incidental expenses. We could reduce the Fire Special Assessment District levy.

Discussion followed regarding Rural Fire's pursuit of Act 57, whether Whitewater would stay in Rural, smaller equipment purchased a few years ago by Milton Township, and related topics.

Popp stated his vote is to keep the millage the same, keep banking, if for no other reason than not tying someone's hands in the future.

Popp recommends that \$6,700 be allocated to 699 Transfers from Other Funds. This money will come from the Fire Fund.

Goss noted there is additional money in the Fire Capital Improvement fund balance, approximately \$127,000. Goss stated the \$6,700 could stay in the Fire Fund or go to the FCIP; either way, it will not go back to the General Fund.

Benak stated she believes the difference is that the FCIP was designated as a restricted fund for buildings.

Popp noted that is the end of the budget review.

Goss will enter all budget numbers into the General Ledger program. The entire budget will be reviewed again before the budget public hearing.

Hubbell stated that he does not feel good about the deputy thing with Della. He stated he does not think we are doing the right thing there by not taking it upon ourselves and correcting that, when we all know that we should.

Goss stated she does not disagree with talking about it but is not sure, after 3 hours and 15 minutes, we need to take it up tonight.

Popp stated the one thing we did not do is General Fund Contingency. Should it be bumped back to the \$25,000?

Discussion followed concerning the new bottom line for General Fund. With the \$96,000 added to Capital Expenditure that might be spent on a building and the \$100,000 for roads, Popp stated we have a great budget.

Discussion ensued as to the date for the next budget meeting. Popp stated he has one interview set up for March 2nd at 5:00 p.m. and is attempting to set up another one.

Consensus was reached that the budget public hearing will be scheduled for March 24th at 7:00 p.m., which is the second regular board meeting of the month. March 3rd at 6:00 p.m. will be a budget work session date.

Goss will prepare meeting notices for March 2nd at 5:00 p.m. and March 3rd at 6:00 p.m.

Goss noted that Popp was authorized to be the Acting Zoning Administrator through March 10, 2015. If no one is hired by that time, it should be on the March 10 agenda.

Popp inquired if the Board agreed with the budget numbers that have been discussed.

Benak stated she still has a problem with Lois's wages.

Popp stated that issue can go on the March 3rd agenda, as well as township fee schedule.

Board Comments/Discussion

None

Public Comment

None

Adjournment

Motion by Lawson, seconded by Hubbell, to adjourn. Meeting adjourned at 9:35 p.m.

Respectfully submitted,

Cheryl A. Goss
Whitewater Township Clerk