

**Whitewater Township Board
Minutes of Regular Meeting held June 9, 2015**

Call to Order/Pledge of Allegiance

Clerk Goss called the meeting to order at 7:00 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan, followed by the Pledge of Allegiance.

Nomination of Chairperson

Goss noted that Popp will not be present. If the supervisor is absent at any board meeting, the clerk opens the meeting and the members present select a chairperson from among the board members.

Hubbell nominated Goss to chair the meeting. Lawson seconded the nomination. There was no discussion. **Roll call vote: Benak, yes; Goss, abstain; Hubbell, yes; Lawson, yes; Popp, absent. Motion carried.**

Roll Call of Board Members

Board Members present: Benak, Goss, Hubbell, Lawson

Board Members absent: Popp

Others present: 7

Set/Adjust Meeting Agenda

There were no adjustments.

Declaration of Conflict of Interest

None

Public Comment

None

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

Carol Crawford gave the following report:

- They are still looking for a Human Resources director.
- They are also looking for a new administrator. They are looking for someone experienced with changing direction and results-based budgeting.
- Last month, they approved updates to the 911 service, software, radios, different agreements, using the \$1.81 per phone surcharge.
- Regarding the pool, they are looking for community support to keep the pool open, i.e., sponsorships, new programs, fundraisers. On Monday, June 15th at 7:00 p.m., at the Civic Center, the Friends of Easling Pool will be having a rally around the pool event.

- They have had some issues with Community Mental Health providing services to jail inmates. Crawford has a meeting on Thursday with the director of Community Mental Health and the jail administrator. There is a gap between expectations and the actual services provided.
- Several from the county went to a Government Finance Officers Association conference last week in Philadelphia. They learned about strategic planning, financial transparency, and results-based budgeting. They will be starting this constant evaluation process with the 2017 budget.

A brief question and answer session followed regarding Community Mental Health. Crawford noted that, of the six counties in Northern Lakes Community Mental Health, Grand Traverse County is the largest contributor to CMH at \$682,000 annually.

There was further discussion regarding Brown Bridge funding and the Cass Road bridge.

Fire Captain Report – No one is present from Grand Traverse Rural Fire Department.

Ambulance Coordinator Report

Dawn Martin gave the following report:

- They had 16 calls in May. There have had 79 total runs to date and 48 transports.
- The North Flight helicopter was used on a call in Whitewater Township recently. On-scene time to Munson was 35 minutes.
- She attended the Med Control meeting this morning. Whitewater EMS is compliant with paperwork and Image Trend.
- Four new fire people have graduated from MFR school. An EMT class will be taking place from September 1 through December 21.
- The Lucas device was used on a call recently. Hats off to Jeremy and Lesa and North Flight.
- Med Control has been trying to get Narcan, a drug which can help reverse an opiate overdose. Narcan will be put in basic bags. North Flight or ALS will have to be on board.
- The team has been going good. They have not missed any calls. All days are covered.

Brief question and answer followed.

Planning Commission Report

Lawson gave the following report:

- There was a special meeting on May 20 during which they began to review the ordinance and tried to figure out how to approach the review and make changes. They decided to start with the table of contents. They reviewed Waterford Township's ordinance. Lawson was asked to communicate to the Board that the PC may need more funding, if available, to get an opinion from a planner regarding correct wording and layout.
- There was also a meeting on June 3. Mangus created a codified table of contents. The PC discussed changes to the layout format. The TOC gave them a good footing on where they need to go. The PC will review the first 3 to 6 ordinances to identify problems and

work to be done, then review the next 3 to 6 for work to be done. Then they will go back to the ones that need work. A couple have been identified as needing prompt attention.

- They have scheduled another special meeting for 6/17 to keep moving along.

Goss noted that there are funds in the budget to pay for a contract planner.

Benak inquired about the open house.

Lawson said it went well and there was good turnout. They did not get a lot of feedback on master plan changes; everyone seemed comfortable with it. There was some conversation on roads, questions about fracking, what kind of control we have over it, if anything is coming into the area. Lawson estimated that half of the meeting concerned other township issues.

Brief discussion followed concerning the next steps for the master plan. The PC hopes to have the public hearing in the second week of August.

Parks & Recreation Advisory Committee Report

Goss noted that she attended the PRAC meeting last night to update the committee on the status of their budget. Todd Lewis, father of Carly Lewis, was at the meeting to propose that a disc golf course be installed at Whitewater Township Park. The advisory committee had a lot of good questions for him. The PRAC asked Goss to inquire of the board whether the committee should pursue gathering more information.

Brief discussion followed.

Hubbell noted that he stopped this evening at Hi Pray Park to tell the 15 to 18 people working there how nice it looks and to thank them on behalf of the Whitewater Township Board.

Brief discussion followed.

Consent Calendar

Receive and File

1. Supervisor's Report for May 2015 (none)
2. Clerk's Report for May 2015 (none)
3. Zoning Administrator's Report for May 2015 (none)
4. Fire Captain's May 2015 Activity Report (none)
5. Ambulance Coordinator's May/June 2015 Activity Report
6. Treasurer's Cash Balance Reports March 2015
7. Approved 04/01/2015 Planning Commission Minutes
8. Approved 04/08/2015 Historical Society Minutes

Correspondence

1. Grand Traverse County Sheriff Department Statistics for May 2015
2. Grand Traverse Rural Fire Department DRAFT 05/20/2015 Regular Meeting Minutes (not available)
3. Grand Traverse Rural Fire Department DRAFT 05/21/2015 Special Meeting Minutes (not available)

4. Environmental Assessment for Hydropower License – Elk Rapids Hydroelectric Project
5. Letter 05/22/2015 Charter Communications re: Channel Lineup
6. Letters (2) 05/18/2015 American Tower Corporation re: Assumption of Rental Payment Obligations
7. E-mail 05/28/2015 UMich CLOSUP Report re: Road Commissions

Minutes

1. Recommend approval of 05/12/2015 and 05/26/2015 regular meeting minutes

Bills for Approval

1. Approval of Alden State Bank vouchers # 39491 through 39601
2. Approval of Alden State Bank Miami Beach vouchers # 1164

Budget Amendments (none)

Revenue & Expenditure Report (none)

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

Unfinished Business

Review PRAC Master Plan (Recreation Plan)

Goss noted that a revised Goals document was sent to Popp and Goss. There is nothing for the board to do at this time.

Review Ordinance 22 Pension Plan

Goss noted we are waiting for information from Attorney Fahey.

Review Whitewater Township Planning & Zoning Fees

Goss stated we are awaiting information regarding the agricultural exemption.

New Business

Resolution #15-05 Adoption of New Freedom of Information Act Procedures, Guidelines, Policies, Forms and Fees

Goss stated that the amended Freedom of Information Act requires several new procedures, guidelines, policies and fees, and summarized several changes. The Michigan Townships Association created all of the new policies, guidelines, procedures, and forms. Several of the documents must be posted to the township website. The changes are effective July 1st. Resolution #15-05 provides for the required adoption of the new policies, etc.

Brief discussion followed.

Motion by Hubbell, seconded by Lawson, to adopt Resolution #15-05. There was no further discussion. **Roll call vote: Hubbell, yes; Lawson, yes; Popp, absent; Benak, yes; Goss, yes. Motion carried.**

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

This item will remain tabled.

Review Graded Wage Scale (tabled 04/14/2015)

This item will remain tabled.

Board Comments/Discussion

Benak noted that taxes and a newsletter will go out July 1st. The newsletter is also e-mailed; the e-mail list is accurate. Benak requested articles from the Planning Commission and Ambulance. The deadline is the 19th (22nd at the very latest).

Benak also reminded everyone that Cleanup Day is this Saturday from 8:00 to 12:00. Volunteers are always welcome and encouraged. EMS and Fire Department will be there. Auxiliary will provide coffee and donuts.

Brief discussion followed.

Regarding the Ambulance RFP, Goss stated that the legal notice was in Sunday's paper. It was posted on the website on Saturday and e-mailed to known vendors (North Flight, MMR, Frederic Township, and Kalkaska EMS). MMR and Frederic Township acknowledged receipt. Goss stated she received a call today from a guy in Las Vegas verifying the township has an ambulance RFP out. The date of the mandatory walk-through was in the RFP and the legal notice. Goss also noted that the on-board equipment list was added to the RFP. She will e-mail the final RFP document to Board members. Sealed proposals are due by noon on June 29th and are scheduled to be opened at 2:00 p.m. on June 29th. Goss will PDF all proposal documents and distribute to Board members.

Brief discussion followed.

The proposals will be discussed at the Board's meeting on July 14th.

Announcements

The next Township Board meeting date is June 23rd.

Public Comment

None

Adjournment

Motion by Lawson, seconded by Hubbell, to adjourn. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Cheryl A. Goss
Whitewater Township Clerk