

**Whitewater Township Board  
Minutes of Regular Meeting held March 15, 2016**

**Call to Order/Pledge of Allegiance**

Supervisor Popp called the meeting to order at 7:02 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: Nick Bernelis and John Lata of Mobile Medical Response, Tim Shaffer, Vaughn Harshfield, and Judith Danford

**Set/Adjust Meeting Agenda**

Benak stated she needs a board decision on cleanup day dates. She provided a memo.

Added as New Business #4.

Goss would like to add capital expenditure for the clerk's office.

Added as New Business #5.

Information provided by Lawson will be discussed under Board Comments/Discussion.

**Declaration of Conflict of Interest**

None

**Public Comment**

Judith Danford, property owner at 1330 Hursh Road, spoke in opposition to the proposed shooting range location in Whitewater Township.

**Public Hearing**

None

**Reports/Presentations/Announcements/Comments**

**County Board of Commissioners Report** – Carol Crawford has asked to be put on the second agenda this month.

**County Road Commissioner Report** – No one is present from the Road Commission.

**Mobile Medical Response Report**

Nick Bernelis and John Lata are present on behalf of MMR. Bernelis reported on activity for February and response times from November through February (total of 45 calls since the ambulance service started).

### **Planning Commission Report**

Lawson reported that the Planning Commission did not meet this month due to lack of a quorum.

Popp suggested that he and Lawson get together to refresh their notes on Ordinance 32.

### **Parks & Recreation Advisory Committee Report**

Goss noted she was not able to attend the PRAC meeting last night. The Recreation Plan has been submitted to the DNR. No word has been received yet as to approval. Lack of DNR approval does not preclude the PRAC from looking at other grant sources.

### **Consent Calendar**

#### Receive and File

1. Supervisor's Report for February 2016
2. Clerk's Report for February/March 2016
3. Zoning Administrator's Report for February 2016 (none)
4. Grand Traverse Rural Fire Chief's Activity Report 02/09/2016 to 03/10/2016
5. Mobile Medical Response Activity Reports for February 2016
6. Approved 12/02/2015 Planning Commission Minutes
7. Approved 12/09/2015 Historical Society Minutes
8. Approved 01/06/2016 Planning Commission Minutes
9. Approved 01/11/2016 Parks & Recreation Advisory Committee Minutes
10. Approved 02/10/2016 Historical Society Minutes

#### Correspondence

1. Grand Traverse County Sheriff Department Statistics for February 2016
2. Grand Traverse Rural Fire Department DRAFT 02/17/2016 Regular Meeting Minutes
3. Grand Traverse Rural Fire Department DRAFT 03/03/2016 Special Meeting Minutes
4. Letter 02/29/2016 Charter Communications re: New Video Tier

#### Minutes

1. Recommend approval of regular meeting minutes of 02/09/2016, special meeting minutes of 02/15/2016 and 02/17/2016, and regular meeting minutes of 02/23/2016

#### Bills for Approval

1. Approval of Alden State Bank vouchers #40425 through 40507
2. Approval of First Community Bank Miami Beach vouchers #1173 and 1174
3. Approval of First Community Bank WMDLS vouchers # (none)

Budget Amendments (none)

Revenue & Expenditure Report (none)

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

There was no further discussion. **Roll call vote: Benak, yes; Goss, yes; Hubbell, yes; Lawson, yes; Popp, yes. Motion carried.**

**Unfinished Business****Review Ordinance 22 Pension Plan**

This agenda item was not discussed.

**Review Whitewater Township Planning & Zoning Fees**

This agenda item was not discussed.

**Review Emergency Services Building Renovations**

Dan Rudy of Direct Designs is present. Updated plans have been received as of 03/14/2016.

After lengthy discussion, consensus was reached as follows:

- Hubbell and Popp will confirm the functionality of the plan as is (turning radius on the east end of the building) with the assistance of the fire department.
- Rudy will obtain a tentative quote on the current plan.
- Depending on the results of the turning radius test, it may be necessary to move the south wall of the building out by two to four feet.

**Rural Fire Update**

Popp stated the administrative assistant is now employed by Long Lake Township as their administrative assistant. Chief Weber is trying to hire one. Popp officially submitted his resignation as their treasurer today. The ISO audit has been pushed back to 2017.

**New Business****Final Review of 2016/2017 Fiscal Year Proposed Budget (before public hearing)**

Consensus was reached to create a Cemetery Improvement Fund as a repository for excess or residual funds each year in Department 276 Cemetery.

The following line item changes were made:

- In General Fund, line item 821, Workers Compensation, \$10,000 will be allocated.
- In Road Repair/Replacement Fund, line item 935, Road Repair, \$200,000 will be allocated.
- In Fire Fund, line item 932, Equipment Repair & Maintenance, \$1,000 will be allocated.
- In Park Fund, line item 970, Capital Expenditure, \$50,000 will be allocated.
- In General Fund, Park Fund, and Recreation Fund, the amounts allocated to line items 715 and 716, Social Security and Medicare, were reviewed and verified.

**Charter Township of Garfield Sample Documents re: Park Land Tree Removal**

Popp provided some sample documents from Garfield Township concerning some hazardous tree work they had done. They hired an arborist to go through and determine what is dangerous. Then they went out for bids for tree removal. This board has previously decided to go 15 feet either side of the trail. The Garfield Township materials show another option.

Popp would like to bring this back at the second meeting of the month, on March 29, for further discussion.

### **Grand Traverse County Road Commission Proposal for Possible 2016 Broomhead Road Repairs**

Popp has provided some Grand Traverse County Road Commission cost estimates for possible repairs on Broomhead Road. The Road Commission will come out and discuss it with the board.

This matter will be brought back at the March 29 meeting.

### **Cleanup Day Dates (added)**

Benak provided a memo on this topic. Available dates are May 14 and June 11. Last year, there were 165 compacted yards, 177 tires, and 4 trailer loads of scrap metal to Erickson's. The prices are listed.

Popp will obtain rates from Area Waste. June 11 is the preferred date. This matter will be brought back on the March 17 agenda for decision.

Benak also advised that she will be working on the spring newsletter soon. Deadline for articles is April 3.

### **Capital Expenditure for Clerk's Office (added)**

Goss provided a memo detailing her request to purchase a laptop computer for the clerk's office.

**Motion by Popp, seconded by Lawson, for the clerk to purchase whatever computer she would like, either the Dell or the HP, and give her approval to spend up to \$800 on a laptop.** There was no further discussion. **Roll call vote: Goss, yes; Hubbell, yes; Lawson, yes; Popp, yes; Benak, yes. Motion carried.**

### **Tabled Items**

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

This agenda item will remain tabled.

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

This agenda item will remain tabled.

#### **Rural Fire Station Lease (tabled 08/11/2015)**

This agenda item will remain tabled.

### **Board Comments/Discussion**

Lawson provided a quote from Sweetwater on new sound equipment for the meeting room and stated he will install it over the course of a couple Saturdays.

Goss reported that Elizabeth Saunders, daughter of Carrie Saunders (Mill Creek teacher), was in last week to ask permission to do a community service project involving the spreading of milkweed seed to create Monarch butterfly habitat at Hi Pray Park and possibly at Petobego Natural Area. Approximately 20 to 40 kids would be involved.

Consensus was reached to allow Elizabeth Saunders and her classmates to spread milkweed seed at Hi Pray Park and Whitewater Township Park to create Monarch butterfly habitat. It was

suggested that the seeds be spread along the roadway into the park and off the trails, in areas that are not mowed.

**Announcements**

The budget public hearing will take place on March 17 at 7:00 p.m.

**Public Comment**

None

**Adjournment**

**Motion by Hubbell, seconded by Lawson, to adjourn.** Meeting adjourned at 10:01 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk