

**Whitewater Township Board
Minutes of Regular Meeting held April 12, 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: Goss, Hubbell, Lawson, Popp

Board Members absent: Benak

Others present: Nick Bernelis (MMR), Carol Crawford, Tim Shaffer

Set/Adjust Meeting Agenda

There were no adjustments.

Declaration of Conflict of Interest

Goss declared a conflict of interest on the park stairway construction project.

Public Comment

None

Public Hearing

None

Reports/Presentations/Announcements/Comments

County Board of Commissioners Report

Carol Crawford gave the following report:

- Under the law, the county BOC can lower their salary only for the next term; they can raise it anytime they want. Whoever happens to be sitting there on January 2nd or 3rd are actually the ones who will decide what they get. Six commissioners have turned in papers to run again. Crawford feels strongly that, even if there is no pay, she needs to stay.
- The BOC heard from Mary Lannoye about the county's pension debt. Grand Traverse County is only about 48% funded. It is about a \$53 million liability. With the right things in place, it is manageable. It is possible they may remove all of the investment money from MERS and invest it with an insurance company.
- There is a new meeting structure starting this month. The first and third Wednesdays are full board meetings. Study sessions, if needed, will be on the second and fourth Wednesdays.
- Regarding the pool, the YMCA is a little slow on the memberships. A friends group applied for a rotary grant for \$5,000. That will help with membership drives and capital campaigns. Next update on that is September.
- They will talk about the veterans' millage next Wednesday night. Chuck Lerchen will talk about the budget, what the money will go for, if there will be extra money to enhance services. They will decide if it is going to be put on the ballot and when.

There was brief discussion on several of the above issues.

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

Mobile Medical Response Report

Nick Bernelis gave the following report:

- For the month of March, there were a total of 15 calls (types listed). Response times are looking very exceptional. They are hitting the response time 100% of the time. The longest response time was between 10:00 and 10:59, but the majority are well under the 12:59 minutes.
- Since they started in November, there were 10 calls in November, 16 in December. January was 15. February dropped down to 6, and in March it went back up to 15.
- Everything looks good on MMR's end. John is on standby to go through the rig (old ambulance). Nick will get the invoice for Cheryl.

There was brief discussion regarding radios.

Planning Commission Report

Lloyd Lawson noted that there is no report due to the last PC meeting being cancelled.

There was brief discussion concerning private roads and driveways.

Parks & Recreation Advisory Committee Report

Cheryl Goss gave the following report:

- Was not able to attend last night's PRAC meeting.
- Has provided each member of the committee with a complete copy of the adopted Recreation Plan.
- Let the PRAC know via an e-mail update that she has not heard anything from the DNR yet about approval of the plan and answered some recent questions about money left over in the Recreation Fund and the piece of property recently offered to the township.

Consent Calendar

There was brief discussion of the Paddle Antrim letter. Consensus was reached to not ask for additional information from Paddle Antrim.

Receive & File

1. Supervisor's Report for March 2016 (none)
2. Clerk's Report for March/April 2016
3. Zoning Administrator's Report for March 2016 (none)
4. Grand Traverse Rural Fire Chief's Activity Report (none)
5. Mobile Medical Response March 2016 Activity Reports

Correspondence

1. Grand Traverse County Sheriff Department Statistics for March 2016 and 1st Quarter 2016 Totals
2. Letter 03/22/2016 Paddle Antrim re: Chain of Lakes Water Trail

Minutes

1. Recommend approval of 02/24/2016 and 02/29/2016 special meeting minutes, 03/15/2016 regular meeting minutes, 03/17/2016 special meeting and budget public hearing minutes, and 03/29/2016 regular meeting minutes

Bills for Approval

1. Approval of Alden State Bank voucher #s 40508 through 40579
2. Approval of First Community Bank Miami Beach voucher #1175
3. Approval of First Community Bank WMDLS voucher # (none)

Budget Amendments (none)

Revenue & Expenditure Report (none)

Motion by Hubbell, seconded by Lawson, to approve the Consent Calendar items as presented. There was no further discussion. **Roll call vote: Benak, absent; 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

Popp noted the RFP samples are under New Business.

Goss stated that Dan Rudy called yesterday to say that his engineer is reviewing the plans and has asked for more drawings and setback information.

Goss also stated that the property in question has been surveyed and the corners marked.

Discussion followed.

Regarding the east line of the property, a property description change may have taken place. A determination will have to be made as to why the county GIS has a different description of the property than what is on file with the survey. It may have to be resurveyed. Popp will look for the documents.

Popp stated there is nothing new from MDOT. The railroad people do not have a problem with it (purchase of a small parcel). We are supposed to hear from engineering within three weeks, hopefully by the second meeting of this month.

The bid document will be discussed under New Business.

Rural Fire Update

Popp stated a work session has been called for next Wednesday. They were supposed to meet with the organizational consultants. There was an email from Chairman Trudell that Green Lake hired the same two consultants while they were in Traverse City at a much reduced rate compared to what Rural Fire paid. Minutes have not been received for the last two meetings.

Hazardous Tree Inventory RFP and Agreement Review

Popp noted we have not received new documents from Attorney Fahey yet. We will want to get both the fire department and the tree RFP going as quickly as possible. Maybe we should have a special meeting if it does not work for the second meeting of the month.

New Business

2016 County Road Improvement Agreement (Brining)

Goss provided information about what was paid for brining in 2015.

Discussion followed as to the amount of money set aside in the budget for brining. There was general agreement that there should be three brine applications.

Motion by Lawson, seconded by Hubbell, to approve the County Road Improvement Agreement for three brine applications. There was no further discussion. **Roll call vote: Goss, yes; Hubbell, yes; Lawson, yes; Popp, yes; Benak, absent. Motion carried.**

Whitewater Township Park Stairway Construction Plans and Bids

Due to a conflict of interest, Goss removed herself from the board table at 7:50 p.m.

Popp, Lawson, and Hubbell reviewed and discussed the drawing for the park stairway project, particularly what Popp feels is a discrepancy between the elevation change and the number of steps.

Popp stated he sees no problem with approving the construction as long as the contractor is made aware of a potential problem.

In answer to Popp's question, Goss noted that Steve Haver requested the bids from Blue Water Homes and Savage Construction, as well as the materials-only quote from Preston Feather. Goss sent the plans electronically to BG Builders and requested a bid and their timetable for completion.

Goss offered to get other bids but would like to be directed who to call.

The use of treated lumber versus composite material was discussed. Popp noted that composite handrails stay smooth; the wood begins to splinter and gets rough. Consensus was reached that composite material should be used.

Popp inquired of Hubbell and Lawson if we want to have three proposals.

Discussion followed.

Motion by Popp, seconded by Hubbell, to go with BG Builders for \$8,200, using composite materials. There was no further discussion. **Roll call vote: Hubbell, yes; Lawson, yes; Popp, yes; Benak, absent; Goss, abstain. Motion carried.**

Discussion followed concerning a disclaimer on the print.

It was agreed that Popp will tell the builder to double check the stairway design relative to the slope to make sure it will fit, and if there needs to be changes, let us know.

At 8:12 p.m., Goss returned to the board table.

2016 Lawn Maintenance Bids

Popp stated he sent more than five bid specifications out and got two responses back, 365 Outdoor Inc. and Lawn-N-Order.

The bids were discussed. It was also discussed that Lawn-N-Order did not complete the fall cleanups at the cemeteries last year. Several factors may have contributed to that situation.

Motion by Hubbell, seconded by Lawson, to accept the bid from Lawn-N-Order. There was no further discussion. **Roll call vote: Lawson, yes; Popp, yes; Benak, absent; Goss, yes; Hubbell, yes. Motion carried.**

Popp will contact Ben (at Lawn-N-Order).

Goss would like it conveyed to Quast that, with Memorial Day approaching, the cemeteries need to be cleaned up soon.

Moothart Request for Slalom Water Ski Course

Isaac Moothart has asked for a letter of no objection to a slalom water ski course being set up on the south end of Elk Lake. Moothart is not present.

Popp stated the letter of no objection to the DNR must be renewed every two years. Popp noted he does get calls every year, generally having to do with hours of operation, with more concern about the morning than the evening operation. Popp stated he gets probably three calls a year.

Discussion followed.

Popp suggested that we draft a letter of no objection for the installation of the slalom water ski course. Popp will verbally cover with them (Mootharts) the early morning hours.

Motion by Popp, seconded by Lawson, that we generate a letter of no objection to accompany their application for a slalom water ski course at the south end of Elk Lake. There was no further discussion. **On voice vote, all those present voted in favor, none opposed, Benak absent. Motion carried.**

Discuss Sample RFP Form re: Emergency Services Building Renovations

Popp has provided a sample form from the American Institute of Architects. Parts of it do not apply. Popp requests authority to trim the document down, get rid of what does not apply, add anything the board wants added, and submit it to Fahey's office for review.

Discussion followed.

Popp will see if Fahey already has a boilerplate document. If Fahey does not have anything, Popp will revise the AIA document and send it to Fahey for his review.

Consensus was reached that the board approves of the above procedure.

Tabled Items

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

This agenda item was not discussed.

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

This agenda item was not discussed.

Board Comments/Discussion

Lawson stated he e-mailed documents to the board that were discussed at the Planning Commission regarding driveways.

Discussion followed.

Popp expressed appreciation to the board for his time away recently (due to the death of his wife).

Hubbell and Lawson assured Popp that the rest of the board will assist in any way.

Hubbell stated he has talked to Toby at the Road Commission about the blue marks on trees on Elk Lake Road; people have been calling him. The blue marks are trees that are coming down. Rieth-Riley won the bid and will repave Elk Lake Road from Angell Road to Townline Road.

Popp stated the construction schedule as of Friday shows Elk Lake Road as "to be determined." The construction schedule for Williamsburg Road is supposed to be May 1st. It looks like they are only going to do the south 1.75 miles of Williamsburg Road.

Discussion followed.

Announcements

Next township board meeting is April 26th.

Public Comment

Tim Shaffer, 5309 Moore Road, asked: What is a BDA (in the MMR report), and what is an RFP.

Popp answered both questions.

Adjournment

Motion by Lawson, seconded by Hubbell, to adjourn. **On voice vote, all those present voted in favor, none opposed, Benak absent. Motion carried.** Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Cheryl A. Goss
Whitewater Township Clerk