

**Whitewater Township Board**  
**Minutes of Regular Meeting held August 8, 2017**

**Call to Order/Pledge of Allegiance**

Popp 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.

**Roll Call of Board Members**

Board Members present: Benak, Goss, Lawson, Popp

Board Members absent: Hubbell

Others present: Kim Halstead, Juanita Pierce

**Set/Adjust Meeting Agenda**

There were no adjustments.

**Declaration of Conflict of Interest**

None

**Public Comment**

None

**Public Hearing**

None

**Reports/Presentations/Announcements/Comments**

**County Board of Commissioners Report** – No one is present from the County Commission.

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

**Mobile Medical Response Report** – No one is present from Mobile Medical Response.

**Planning Commission Report**

Lloyd Lawson gave the following report:

- The PC had a meeting on 8/2. A public hearing was held with no opposition or changes to Zoning Ordinance Amendment No. 71. Glenn Savage complimented the work the PC did with changes to the Commercial District. He pointed out some confusing wording in 8.00 and 8.02. The PC reviewed the wording and a couple small changes were made in verbiage. Vaughn Harshfield also complimented the PC on their work. After the public hearing, there was PC discussion of the amendments. It was moved and approved to send to the board with the corrections.
- The PC reviewed a couple pages of definitions and also reviewed petitioner requirements for making changes to the zoning ordinance.
- The PC discussed the private road ordinance. The general consensus was no change from what they recommended (previously) to minimal changes. More information will be forthcoming from the chair.

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

Cheryl Goss reported that the PRAC meeting is next Monday.

Benak noted the PRAC's desire to install benches at Hi Pray Park and put directional signs, a couple benches and a picnic table down by the pond (at Battle Creek Natural Area). Benak inquired if they have put together a formal request yet for the board.

Goss stated no, they have not specified what they want the wording to be for the signs. Someone was going to look at prices for benches.

## **Consent Calendar**

### Receive and File

1. Supervisor's Report for July 2017
2. Clerk/Parks & Recreation Administrator's Report for July/August 2017
3. Zoning Administrator's Report for July 2017 (none)
4. Mobile Medical Response July 2017 Activity Reports
5. Grand Traverse Rural Fire Chief's Report July 2017
6. Treasurer's Reports 03/31/2017 after 2016/2017 Audit
7. Treasurer's Reports 06/30/2017
8. Approved 01/26/2017 Zoning Board of Appeals Minutes
9. Approved 04/12/2017 Historical Society Minutes
10. Approved 05/08/2017 Parks & Recreation Advisory Committee Minutes
11. Approved 06/05/2017 Parks & Recreation Advisory Committee Minutes
12. Approved 06/14/2017 Historical Society Minutes
13. Approved 7/05/2017 Planning Commission Minutes

### Correspondence

1. Grand Traverse County Sheriff Department Statistics for July 2017
2. Grand Traverse Rural Fire Board Approved 06/21/2017 Minutes
3. GTRFD Officers' Meeting Minutes July 2017 (no meeting held due to 7/4 holiday)
4. Letter 07/07/2017 CLOSUP re: Wind Project Survey Results
5. Letter from Okaiyoka Colony with \$100 Donation to Fire Department
6. Letter 07/20/2017 Charter Communications re: Price Adjustments
7. E-mail 07/23/2017 Terry Storandt-Witt re: Trash Pickup on Skegemog/Watson Roads

### Minutes

1. Recommend approval of 07/11/2017 regular meeting minutes

### Bills for Approval

1. Approval of Alden State Bank vouchers #41836 through 41932
2. Approval of First Community Bank Miami Beach voucher #1191
3. Approval of First Community Bank WMDLS voucher # (none)

### Budget Amendments (none)

### Revenue & Expenditure Report (none)

**Motion by Lawson to approve the Consent Calendar as presented; second by Benak.** There was no further discussion. **Roll call vote: Benak, yes; Goss, yes; Hubbell, absent; Lawson, yes; Popp, yes. Motion carried.**

### **Unfinished Business**

#### **Emergency Services Building Renovation/Addition Project**

Goss provided a written update on the project dated 08/04/2017 and noted that a couple RFIs (Request for Information) have been sent to the engineer, Mark Pressell.

RFI No. 1 has to do with both hallway walls being bearing walls, thus affecting the planned removal of the south wall. RFI No. 2 concerns the south exit door of the apparatus room, the width of which will be affected by the installation of the firewall. RFI No. 3 concerns mold and fungal growth which was found on the exterior walls of the former kitchen and men's bathroom.

All three RFIs were discussed.

There was board consensus, regarding RFI No. 1, that they would like to know the cost of installing a beam in place of the south hallway wall.

Regarding RFI No. 2, the board discussed leaving an opening as opposed to any door. Pressell will be consulted.

Regarding RFI No. 3, Goss stated that the mold has to be removed.

#### **Review General Ordinance 41 – Video Service Provider Right of Way Ordinance**

Popp stated that a public hearing is not required to adopt a new general ordinance. However, he would like to set a precedence that we have a public hearing.

Lawson stated it is wise to get public opinion on anything.

Referring to questions that Popp sent to Attorney Chris Patterson but which were not included in the packet, Benak requested that Popp's questions to Patterson be provided.

Brief discussion followed.

Popp will provide the questions.

Goss will research the correct procedure for amending a general ordinance, whether this new document needs to be numbered with the next ordinance number, etc.

There was consensus that there should be a public hearing on the amended general ordinance.

### **New Business**

#### **Review Zoning Administrator Resumés**

Four resumés were received. After discussion, it was agreed that Girdwood and Habedank will be called for interviews.

Interview date was discussed. Goss noted that Hubbell is not present to confirm his availability for a special meeting.

Popp will find out when they are available and will select several different dates, one being the second meeting of the month.

### **Proposed Town Hall Meeting with Speakers re: Medical Marijuana**

Goss raised the possibility of hosting a town hall meeting with speakers (one pro, one con) as additional information for the community, but perhaps we should wait until the survey results are available.

Benak stated that as of yesterday 218 surveys have been returned and she has created a database for input. The second part is creating the analysis for graphs, etc.

Discussion followed.

This agenda item will be brought back after the survey results are tallied.

### **Groundbreaking Ceremony at Emergency Services Building**

Goss stated that Chris Richter has offered the township the opportunity to have a groundbreaking ceremony, even though ground has officially been broken.

Discussion followed.

Consensus was reached that the board will decline the offer to hold a groundbreaking ceremony.

### **Sale of VHF Mobile/Portable Radios and Charger**

Goss stated she was approached by one of the MMR employees offering to purchase a mobile radio, a portable radio, and a charger for \$250.

Benak noted that we do not use VHF anymore.

Popp noted that Antrim County does not have 800 MHz yet, Clearwater Township is still on VHF, and the ambulance is still required to have a VHF radio in it.

Goss noted that excess radios are scattered around, with a huge box of them in the supervisor's office, some in the clerk's office that were turned in, and some at the Emergency Services building.

Popp stated he would like to hang on to them because he is not sure what our relationship is going to be in the future with our mutual aid partners. Somehow there is a workaround where our firemen can talk to VHF radios. Popp stated he does not know enough about whether or not it works well or if it is just a patch for townships who border counties who do not use the 800 MHz system. As a township-run fire department, are we going to go back to VHF because all of our mutual aid people are VHF?

There was discussion of the current value and replacement cost of the radios. The fire department radios were purchased in 2011.

Goss noted that all of the radios should be gathered up, inventoried, serial numbers recorded, and be kept under lock and key.

Lawson noted the battery packs will not store for very long before they have to be replaced.

Benak suggested we should hold off on this until we get the inventory and get the question answered about the patch for the 800 MHz.

Consensus was reached that no radios or chargers will be sold at this time.

Popp will gather up all the radios, inventory them, and they will be locked in the election closet.

Goss stated she would like a copy of the final inventory for the official records.

**Approval of Direct Designs Invoice No. 17-215-5 dated 07/24/2017**

Goss stated her memo is self-explanatory.

**Motion by Benak to authorize payment of \$1,850 to Direct Designs; second by Lawson.**

Goss stated that further invoices will be brought to the board when submitted. **Roll call vote: Goss, yes; Hubbell, absent; Lawson, yes; Popp, yes; Benak, yes. Motion carried.**

**Park Road – Candidate for 2017/2018 Gravel Road Project**

Popp stated that apparently the last rain generated a fair number of calls to the road commission about the state of Park Road.

Goss stated the road commission created the mess by moving around a lot of material trying to get it to drain better and then it rained, but clay has been put down and the road was brined yesterday.

Discussion followed.

Popp stated the proposal is to add 6-8 inches of gravel to the entire road. We pay for the trucking and the gravel. The road commission spreads it out and does the ditching. On the township owned portion, we would owe them for their labor, too. Popp questioned whether we would prefer to do it in black top.

Goss stated it is hard to know if you are interested when you do not have any idea what the cost would be. Goss would like to know the cost of the gravel road project, as well as tar and gravel, stating she does not think we can afford pavement.

Popp stated he will get some gravel road prices.

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

This agenda item will remain tabled.

**Review Ordinance 22 Pension Plan (tabled 10/25/2016)**

This agenda item will remain tabled.

**Review Whitewater Township Planning & Zoning Fees (tabled 02/28/2017)**

This agenda item will remain tabled.

**Board Comments/Discussion**

Popp stated we are going to have to look at #1 and #2 of the tabled items pretty soon because we may wind up with employees by the end of the year.

Goss noted that if we add employees, we will notify Paul Olson and the Accident Fund and get a premium, then find it in the budget.

Goss inquired whether the board would like a washer/dryer hookup in the EMS day room.

Popp stated turnout gear does not go into a regular size washer and dryer.

Discussion followed as to what the washer/dryer will be used for.

Consensus was reached that standard washer and dryer connections should be added.

**Announcements**

Next regular meeting date is 08/22/2017.

**Public Comment**

Kim Halstead, 7923 Cook Road, stated he has been down Baggs Road; it is really nice; they did a wonderful job. There is one little section where they got the side of the road up over the pavement and he thinks we may get water if it is not drained to the sides. We may want to look at that.

**Adjournment**

Motion by Goss to adjourn; second by Lawson. Meeting adjourned at 8:16 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk