

**Whitewater Township Board  
Minutes of Special Meeting held March 16, 2021**

**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 in person: Treasurer Benak, Clerk Goss

Board members present via Zoom: Trustee Hubbell (Whitewater Township), Popp (Whitewater Township), Trustee Vollmuth (Whitewater Township)

Board members absent: None

Others present in person: None

Others present via Zoom: None

**Set/Adjust Meeting Agenda**

There were no adjustments.

**Declaration of Conflict of Interest**

None

**Public Comment**

None

**Agenda Items as Listed in Special Meeting Notice****Budget Work Session**

Final review of the proposed 2021/2022 fiscal year budget was undertaken, with revisions as follows.

402 Property Tax revenue figure for General Fund is \$136,710.

402 Property Tax revenue figure for Ambulance Fund is \$340,757.

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Zoning Administrator 804 Professional Services will remain the same at \$22,000.

402 Property Tax revenue figure for Fire Fund is \$231,241. Other Fire Fund revenues were discussed and estimated. Total projected revenue is \$242,741.

The Fire Capital Improvement Fund 970 Capital Expenditure line item will be \$150,000, which includes \$100,000 for replacement brush truck and \$50,000 for replacement chief vehicle.

The fund balance and overall expenditures of Ambulance Fund were discussed, as well as the fact that the contract with Mobile Medical Response is up for renewal in November.

Popp raised the issue of a potential sewer project on Williamsburg, Vinton and Church streets and the commercial area, and said Whitewater Township is projected to get about \$240,000 from the COVID-19 relief fund.

Goss provided a memo detailing research and recommendations with respect to tracking marijuana revenue and expenditures.

Discussion followed.

The attorney fee line item, 101-210-801, will go from \$35,000 to \$40,000.

101-000-480 Marihuana Application Fees will be added as a new line item, with estimated revenue of \$5,000, to track fees authorized by the general ordinances.

Expenditures related to marijuana will be tracked through existing line item numbers but with additional language in the invoice description to identify those expenditures as being related to marijuana and/or a specific applicant. Copies of expenses will be maintained in a separate file folder. The zoning administrator will be asked to keep track of the time he spends on marijuana issues.

101-000-479 Marihuana Zoning Fees will also be established to account for fees for land use permits, site plan review fees, special use permit fees, and special meeting fees, with estimated revenue of \$1,500.

Regarding the Graded Wage Scale, starting wage for Park Ranger will be increased to \$13 per hour, with 3% annual increases.

The verbiage on the Graded Wage Scale denoting Lead Park Ranger, Medical First Responder, and all EMT lines will be stricken. Grades III, IV, VI, VII, and VIII will remain on the scale but without descriptions.

Historical Society Director falls under Grade II and will also start at \$13 per hour.

The revised Salary/Wage Schedule was reviewed. No further revisions were made.

Benak suggested additional funds be included in Capital Expenditure for township hall bathroom renovations to comply with ADA and south entrance door replacement.

After discussion, it was agreed that an additional \$10,000 will be added to General Fund Capital Expenditure for bathroom renovations.

Various types of heating/cooling systems for the township hall were briefly discussed. An additional \$20,000 will be added to the funds already set aside, for a total of \$40,000, bringing the Capital Expenditure line item to \$75,000.

Phone service was mentioned, with no desire to change expressed.

**Board Comments/Discussion**

None

**Public Comment**

None

**Adjournment**

**Motion by Hubbell to adjourn; second by Vollmuth. Roll call vote: Benak, yes; Goss, yes; Hubbell, yes; Popp, yes; Vollmuth, yes. Meeting adjourned at 8:27 p.m.**

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk