

**Whitewater Township Board  
Minutes of Regular Meeting held October 10, 2023**

**Call to Order/Pledge of Allegiance**

Supervisor Popp called the meeting to order at 9:00 a.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 in person: Clerk Goss, Trustee Glenn, Trustee Vollmuth, Popp

Board members absent: Treasurer Benak

Others present in person: 3

Others present via Zoom: 1

**Set/Adjust Meeting Agenda**

Ambulance-related items (Unfinished Business #1 and #2) moved to right after Public Comment to accommodate MMR Operations Manager Amy Fairchild's schedule.

**Declaration of Conflict of Interest**

None

**Public Comment**

Public comment began at 9:02 a.m.

Roland Oosterhouse

Heidi Vollmuth

Connie Hymore

Public comment ended at 9:09 a.m.

**AMBULANCE LUCAS 3 DEVICE 09/26/2023**

Amy Fairchild is present.

*Motion by Popp in accordance with existing MMR vehicle lease agreement Whitewater Township is the intended owner of the 2010 Chevrolet Express Cutaway, VIN IGB9G5B68A1 119335 and all equipment in use on that ambulance; second by Vollmuth.*

Per Fairchild, a monitor, self-loader, and LifePak 3 have been replaced with upgraded devices and the originals returned to Whitewater Township. All items will still be in service in Whitewater Township if a new vehicle is brought in. MMR will bring an offer.

*Roll call vote: Vollmuth, yes; Benak, absent; Popp, yes; Glenn, yes; Goss, no. Motion carried.*

**PROPOSED JOINT AMBULANCE SERVICE AGREEMENT**

*Motion by Glenn to approve the proposed 2023 five-year joint Ambulance Service Agreement between Acme Township, Whitewater Township, and Mobile Medical Response*

*Inc., as amended, with subsidy amounts for Acme Township in the amount of \$228,600 and Whitewater Township's amount to be \$353,400 per year; second by Vollmuth.*

Discussion followed.

*Roll call vote: Goss, yes; Vollmuth, yes; Glenn, yes; Popp, yes; Benak, absent. Motion carried.*

*Motion by Glenn to approve the proposed 2023 five-year Real Estate Lease between Whitewater Township and Mobile Medical Response Inc., as amended, in the amount of \$600 per month; second by Popp.*

*Roll call vote: Benak, absent; Glenn, yes; Goss, yes; Vollmuth, yes; Popp, yes. Motion carried.*

*Motion by Popp to accept an electronic signature from Mobile Medical Response on both Ambulance Service Agreement and Real Estate Lease Agreement; second by Glenn.*

*Roll call vote: Popp, yes; Goss, no; Vollmuth, yes; Benak, absent; Glenn, yes. Motion carried.*

### **Public Hearing**

None

### **Reports/Presentations/Announcements/Comments**

#### **County Commissioner Report**

Darryl Nelson is not present.

#### **Fire Department Report**

Brandon Flynn is not present.

#### **Planning Commission Report**

Heidi Vollmuth gave the following report:

- PC members did exceptional job at workshop, well attended, 106 signatures, a lot of discussion, elephant in the room is short-term rentals, five stations. Another workshop scheduled for 11/7.
- Had issues going over the zoning ordinances. Waiting for clarification.

Brief discussion followed.

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

Don Glenn gave the following report:

- Nothing to add to written comments.

### **Consent Calendar**

Receive and File

1. Supervisor's Report September 2023
2. Clerk's Report September 2023
3. Treasurer's Report September 2023
4. Trustee Vollmuth's Report September 2023
5. Trustee Glenn's Report September 2023
6. Zoning Administrator's Report September 2023
7. Mobile Medical Response August 2023 Activity Reports
8. Fire Department Report September 2023
9. Planning Commission Report September 2023
10. Historical Society August & September 2023 Reports
11. Park & Recreation Report September 2023
12. Approved 08/02/2023 Planning Commission Minutes
13. Approved 08/10/2023 Planning Commission Resident Outreach Subcommittee Minutes
14. Approved 08/16/2023 Planning Commission Special Meeting Minutes
15. Approved 08/22/2023 Parks & Recreation Advisory Committee Minutes
16. Approved 08/24/2023 Planning Commission Resident Outreach Subcommittee Minutes

#### Correspondence

1. Park Questions Permits
2. Access to Public Records 10/10/2023
3. Chesebro – VRBO
4. Proposed Credit Card Policy 9/2023
5. Ford STR complaint (again) re\_ 11563 Clearview Drive
6. FOIA Request S-22 Follow Up 9/24/2023
7. Hymore - Clerk Goss Confrontation
8. Mitchell - Slalom course
9. Jaida - Elk Lake Water Ski Course
10. Grand Traverse County Sheriff Report August 2023
11. Goss - Synopsis of 08/08/2023

#### Minutes for Approval

1. 09/12/2023 regular meeting minutes
2. 09/19/2023 special meeting minutes
3. 09/27/2023 special meeting minutes

#### Bills for Approval

Alden State Bank voucher #s 49616 through 49712

#### Budget Amendments (Planning Commission)

Revenue & Expenditure Report (Revenue 07/31/2023 – Expenditures 08/31/2023)

Popp proposed removal of the budget amendments.

***Motion by Goss to approve the Consent Calendar as amended; second by Vollmuth.***

Discussion followed.

***Roll call vote: Glenn, yes; Popp, no; Benak, absent; Goss, yes; Vollmuth, no. Motion failed.***

***Motion by Popp to have the clerk supply all correspondence regarding the 1099 IRS issue supplied to the board within 10 days, 10/20/2023; second by Vollmuth.***

***Roll call vote: Benak, absent; Vollmuth, yes; Popp, yes; Glenn, yes; Goss, no. Motion carried.***

***Motion by Popp to have all future correspondence with Larry Wilson regarding the 1099 IRS issues be communicated to the board in writing and any plan of action be approved by the board.***

***Popp asked that CPA be added after Larry Wilson's name.***

***Second by Vollmuth.***

***Roll call vote: Popp, yes; Benak, absent; Vollmuth, yes; Goss, no; Glenn, yes. Motion carried.***

***Motion by Popp to inform Larry Wilson CPA of this board action requiring communication be in writing and any plan of action to be approved by the board; second by Glenn.***

***Roll call vote: Vollmuth, yes; Goss, no; Glenn, yes; Benak, absent; Popp, yes. Motion carried.***

***Motion to approve the Consent Calendar removing Larry Wilson's payment; second by Vollmuth.***

***Roll call vote: Goss, no; Glenn, yes; Benak, absent; Popp, yes; Vollmuth, yes. Motion carried.***

### **Unfinished Business**

#### **AMBULANCE LUCAS 3 DEVICE 09/26/2023**

See page 4166.

#### **PROPOSED JOINT AMBULANCE SERVICE AGREEMENT**

See page 4166.

#### **PROPOSED MOTOR VEHICLE LEASE**

Amy Fairchild is not present for this agenda item.

***Motion by Popp to approve the Motor Vehicle Lease Agreement as amended; second by Vollmuth.***

Discussion followed.

***Roll call vote: Glenn, yes; Popp, yes; Goss, no; Vollmuth, yes; Benak, absent. Motion carried.***

***Motion by Popp to provide the approved Motor Vehicle Lease Agreement between Whitewater Township and Mobile Medical Response Inc.; second by Vollmuth.***

Discussion followed.

***The motion and second were withdrawn.***

***Motion by Popp to approve the supervisor to sign the motor vehicle lease between Whitewater Township and Mobile Medical Response Inc.; second by Vollmuth.***

Popp noted two signatures are required.

***The motion and second were withdrawn.***

***Motion by Popp to approve two board members to sign the motor vehicle lease between Whitewater Township and Mobile Medical Response Inc.; second by Vollmuth.***

***Roll call vote: Benak, absent; Glenn, yes; Goss, no; Vollmuth, yes; Popp, yes. Motion carried.***

#### **CAMPGROUND NEEDS 10/10/2023**

Discussion held; no action taken.

#### **PLANNING COMMISSION SUBMITTALS 10/10/2023**

***Motion by Goss to approve budget amendments in the 101-400-703 and 101-400-804 line items as outlined by the clerk; second by Vollmuth.***

Discussion followed.

Township resident Jim Gaskin made brief, unrelated comments to the board.

***Roll call vote: Popp, yes; Goss, yes; Vollmuth, yes; Benak, absent; Glenn, yes. Motion carried.***

#### **.GOV PROPOSED E-MAIL LIST**

Changes to list discussed. Popp will bring this back with a cost estimate and one last pass on the addresses.

#### **PROPOSED NO PARKING SIGNS 10/2023**

***Motion by Popp to approve the Grand Traverse County Road Commission to supply and install ten R7-22 signs with the black P and red crossed out circle at the top, with additional wording of "Whitewater Township Ord. 63" in accordance with Wayne***

*Schoonover's email dated 08/17/2023 at a cost not to exceed \$1,500; second by Glenn.*

Discussion followed.

***Roll call vote: Glenn, yes; Popp, yes; Benak, absent; Goss, yes; Vollmuth, yes. Motion carried.***

Goss will generate a purchase order.

### **New Business**

#### **FIRE SPECIAL MEETING VENDOR SELECTION 10/10/2023**

A special meeting will be set for 10/26/2023 at 9:00 a.m.

***Motion by Vollmuth for discussion of grant writing opportunities on 10/26 pertaining to the fire truck 2023 at 9:00 a.m.***

***The motion was not seconded.***

After several iterations, ***Motion by Vollmuth for special meeting on 10/26/2023 at 9:00 a.m. for the following business items: (1) fire engine vendor selection, (2) discussion on grant/financing funding for fire engine, (3) any business discussions regarding any park business items; second by Popp.***

***Roll call vote: Benak, absent; Vollmuth, yes; Popp, yes; Glenn, yes; Goss, yes. Motion carried.***

At 12:36 p.m., meeting recessed.

At 12:47 p.m. meeting reconvened; Goss absent.

#### **SNOW REMOVAL CONTRACTOR SELECTION 09/26/2023**

***Motion by Popp to have Steve's Lawn Care and Snow Removal LLC, Elk Rapids, MI, as our snowplow contractor; second by Vollmuth.***

Discussion followed.

***Roll call vote: Glenn, yes; Vollmuth, yes; Popp, yes. Motion carried.***

#### **PROBLEMS WITH ANNUAL QUALIFYING STATEMENT**

***Motion by Popp to have Attorney Chris Patterson file a complaint/corrective statement of fact with the appropriate jurisdiction regarding the statement made on the 2023 Qualifying Statement; second by Glenn.***

At 1:02 p.m., Goss returned to the meeting table; discussion in progress.

*Roll call vote: Popp, yes; Benak, absent; Vollmuth, yes; Goss, no; Glenn, yes. Motion carried.*

**BCNA TRAIL CONCEPT AND DESIGN FUNDING REQUEST 10/10/2023**

*Motion by Glenn to approve the Grand Traverse Regional Land Conservancy proposal for a Battle Creek Natural Area trail concept and design development plan not to exceed \$2,500; second by Vollmuth.*

Discussion followed.

*The motion and second were rescinded.*

Glenn will take it back to the Parks & Recreation Advisory Committee.

**VENDOR INSURANCE REQUIREMENT 10/2023**

*Motion by Popp requiring all entities currently providing services to or for Whitewater Township submit a valid insurance certificate detailing current coverage within 10 days of written request to do so; second by Glenn.*

Discussion followed.

*Roll call vote: Goss, no; Glenn, yes; Benak, absent; Popp, yes; Vollmuth, yes. Motion carried.*

**WHITEWATER TOWNSHIP PARK EXPANSION PROJECT 822850 (sic) - PAY REQUESTS 1 AND 2 09/29/2023**

Popp noted Pay Request 1 has not been approved by the engineer.

Discussion followed.

*Motion by Popp to approve Pay Application #1 reference the skid piers, payment to be made once they are in place.*

Popp will notify the clerk when they are in place.

Goss noted Pay App #1 is in the amount of \$39,776.40.

*The motion was rescinded.*

*Motion by Goss to approve Pay Application #1 in the amount of \$39,776.40, payment to be made upon supervisor notification that the skid piers are in place; second by Vollmuth.*

*Roll call vote: Glenn, yes; Popp, yes; Goss, yes; Vollmuth, yes; Benak, absent. Motion carried.*

***Motion by Popp to approve Pay Application #2 in the amount of \$381,459.07; second by Glenn.***

***Roll call vote: Vollmuth, yes; Benak, absent; Popp, yes; Glenn, yes; Goss, yes. Motion carried.***

Goss noted once original signed documents are provided, the applications can be paid.

***Motion by Popp to pay from electronically signed versions of the pay applications; second by Glenn.***

Discussion followed.

***Roll call vote: Goss, no; Vollmuth, no; Glenn, yes; Popp, yes; Benak, absent. Motion failed.***

#### **TOWNSHIP BOARD COMMENT 10/10/2023**

***Motion by Popp to immediately remove posting on the Whitewater Township website and any archival reference on the website to the Hymore ZBA Reference by Clerk Goss, to be removed no later than close of business the same day, 10/10/2023; second by Vollmuth.***

Discussion followed.

***Roll call vote: Benak, absent; Glenn, yes; Goss, no; Vollmuth, yes; Popp, yes. Motion carried.***

#### **Tabled Items**

None

#### **Board Comments/Discussion**

None

#### **Announcements**

Next regular meeting 11/14/2023, special meeting 10/26/2023 at 9:00 a.m.

#### **Public Comment**

None

#### **Adjournment**

***Motion by Popp to adjourn; second by Glenn. Roll call vote: Benak, absent; Goss, yes; Glenn, yes; Vollmuth, yes; Popp, yes.***

Meeting adjourned at 2:06 p.m.

Cheryl A. Goss  
Whitewater Township Clerk