

**Whitewater Township Board
Minutes of Special Meeting held February 6, 2018**

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: Benak, Goss, Lawson, Popp

Board members absent: Hubbell

Others present: None

Set/Adjust Meeting Agenda

There were no changes or adjustments.

Declaration of Conflict of Interest

None

Public Comment

None

Agenda Items as Listed in Special Meeting Notice

Budget Work Session – Fire Department Budget

It was first discussed that any imbalance in this budget will be made up with funds received from the dissolution of Rural Fire. The type of chief was also discussed. The job posting is for a full-time salaried chief.

The wage line items were discussed. 702 will be Chief Wages, 703 will be Deputy Chief Wages, 704 will be new and will be Officer Wages, 705 will remain Training Wages, and 707 will be Run Wages. Dollar amounts were assigned to each line item.

Revenues were then discussed. Rural Fire bills insurance companies for residential fire and auto accident responses. Benak asked for a number of what Rural Fire billed, stating that we should not miss out on the revenue.

A cost recovery line item will be added; no revenue will be shown in the 2018/2019 budget year.

Line 674 Rural Fire Run Reimbursement will be renamed Rural Fire Dissolution Funds. Popp recommends that \$200,000 be shown. Discussion followed. The number will be left blank for now.

Picking up with Health Insurance, the remainder of the expenditure line items were discussed and dollars allocated.

Line 803 Medical Professional Services will be added to this fund.

Line 880 Education and Training will be used for seminars, conferences, Firefighter I and II training. Of the \$3,000 allocated, \$1,000 will be for chief use, \$2,000 for firefighters.

Discussion turned to hazmat services. The City of Traverse City and Grand Traverse Metro offer these services to the local fire departments for an annual fee. Line item 806 Contractual Services will be added to cover hazmat fees and \$3,000 will be allocated.

An expenditure line item will be added for mutual aid, 802 or 807, and \$4,000 will be inserted.

A revenue line item will also be added for mutual aid, with zero revenue expected.

The \$1,200 allocated in the Cellular Phone line item is meant to cover the cost of three cell phones, one for each major vehicle (engine, tanker, and probably air or rescue).

Line 932, Equipment Repair & Maintenance, will cover repair of anything but a vehicle (office equipment, extrication equipment, etc.)

Line 933, Vehicle Repair & Maintenance, will cover repairs of anything that is titled or registered, including trailers.

Equipment Repair will also include radio repair.

The \$1,500 in the Capital Expenditure line item is for the purchase of computers, perhaps two laptops.

Board Comments/Discussion

None

Public Comment

None

Adjournment

Motion by Popp to adjourn; second by Lawson. On voice vote, all those present voted in favor, none opposed. Meeting adjourned at 8:23 p.m.

Post-adjournment, with everyone still present, the following comments were made:

- On 2/13, more budget dates will need to be set.
- Popp will also add Rural Fire to the 2/13 agenda.
- The fire department ID number can be applied for. The form requires fire chief signature.

Respectfully submitted,

Cheryl A. Goss
Whitewater Township Clerk