

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

**Call to Order**

Supervisor Popp called the meeting to order at 7:00 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

**Roll Call of Board Members**

Board members present: Goss, Hubbell, Lawson, Popp

Board members absent: Benak

Others present: 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**

The cemetery budget was revisited. Goss provided information from other townships regarding what they pay their sextons for full burials, cremains burials, marking spaces. Independent contractor versus employee status was discussed. It was agreed that \$3,700 will be allocated to the cemetery sexton line item, calculating 4 full burials (\$500 weekday, \$600 weekend), 6 cremains burials (\$200 weekday, \$300 weekends), and 20 visits (water on/off, marking burial spaces) at \$35 each.

Goss reported to the board that the auditors have confirmed that the employer costs of Social Security and Medicare are now required to be separated into every department of the General Fund which has wages. Those changes will be made before the budget public hearing.

The 590 Miami Beach Special Assessment District fund was discussed. Goss reported on information gleaned from Lynn at the auditor's office. This fund does not need to be budgeted in the next fiscal year because no expenditures are anticipated; she said you do not budget for an expenditure until it is needed. As far as collecting money, she referred the board to the township attorney about collecting money for system replacement, stating the township has to get the authority to collect that money and it might have to be done through another special assessment district. Discussion followed.

It was noted that the 2018 millage rate for ambulance is 1.4929. The 2018 millage rate for the General Fund is 0.5991.

Transfer to Other Funds out of the General Fund was discussed. It was agreed that funds will be allocated as follows: \$10,000 to Ambulance Fund for the cost of the ambulance service, \$51,000

to Ambulance Fund for capital expenditures, \$5,000 to Road Fund, \$60,000 to Recreation Fund, and \$100,000 to Road Repair/Replacement Fund, for a total of \$226,000 in Transfers to Other Funds.

Turning to the Fire Fund, Popp stated Rural Fire wants \$413,000 for the equipment in Whitewater's station. Popp proposed that a budget amendment be made showing the cash from the sale of Rural assets coming into the 2017/2018 budget. Popp stated he sees the purchase of Rural equipment in the current budget, not the 2018/2019 budget, because the purchase takes place at midnight March 31. He also stated there has been some discussion, for transparency reasons, that an invoice be generated, the township pays the invoice, that is the bill of sale, and then the check is never cashed or those funds come back to the township in a check that passes in the mail, which would be the \$413,000 plus \$180,000. Popp inquired if the board agrees that that is a 2017/2018 budget purchase.

Discussion followed, with other board members concerned that, with 26 days to go before the township will be operating its own fire department, the township is being asked to come up with \$413,000 to pay into Rural for the apparatus and equipment in its station, when it has been anticipated that the cost of the equipment will be deducted, on paper, from the total value of the assets to be divided.

Line item adjustments in the Fire Fund were reviewed, i.e., previous addition of the 851 line item for Internet at \$900, addition of liability and workers' compensation insurance line items, to be funded at \$15,000 each, and increasing the chief salaries line item to \$70,000.

Park Fund and Recreation Fund were briefly touched on but had been discussed previously.

Goss stated the amounts in the billing services line item of the Ambulance Fund reflect charges for bad debt recovery.

Ambulance Replacement and Public Improvement Funds are not used.

Fire Capital Improvement Fund was reviewed. Fire Fund will contribute \$90,000 to this fund. Capital expenditures will include half the cost of the gravel parking lot, half the cost of exercise equipment for the workout room, half the cost of new asphalt in front of the building, half the cost of painting the unrenovated exterior of the building, and half the cost of a new sign.

Timing of the purchase of a pumper tanker was discussed. Popp stated they cost \$300,000. Lengthy discussion followed. Goss stated she prefers that any planning for the purchase of a pumper tanker be done when the full board is present.

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

None

#### **Public Comment**

None

**Adjournment**

Motion by Lawson to adjourn; second by Hubbell. On voice vote, all those present voted in favor, none opposed. Meeting adjourned at 8:43 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk

DRAFT