

**Whitewater Township Board
Minutes of Regular Meeting held July 10, 2018**

Call to Order/Pledge of Allegiance

Supervisor Popp called the meeting to order at 7:02 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: Goss, Hubbell, Lawson, Popp

Board Members absent: Benak

Others present: Fire Chief Brandon Flynn, County Commissioner Carol Crawford, Tim and Cindy Arbenowske, Nick Carpenter, Katie Wibby and Isabella

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

Carol Crawford gave the following report:

- A couple days ago, they had a report from the MERS pension system. At the end of 2016, they were 45% funded. At the end of 2017, they were 52% funded. They have already paid in the \$5.9 million payment in February for the whole year, so they are really close to the 60% that the state would like them to be. The report highlighted that if they continue to pay the \$5.9 million every year, even though they agreed to 16 years, they will be closer to 100% in about 10 years.
- Nate Alger began last Monday as the new county administrator.
- The HR director and deputy administrator positions are open. They are also looking for an animal control officer and corrections officers.
- They have pool improvements going on at the Civic Center, i.e., interior of the pool, the liner, air handler, new roof, locker rooms.
- Next Wednesday, they will talk about their audit. They have a clean audit report. The finances are doing very well. Things are going well overall.
- They had 40 employees walk in the parade on Saturday with T-shirts.

There were no questions.

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

Mobile Medical Response Report – No one is present from Mobile Medical Response. June reports are in the board packet.

Fire Department Report

Chief Flynn stated one of their first duties was to establish the chain of command. The members talked it over diligently. Nick Carpenter is the Assistant Chief, and Tim Arbenowske is the Captain. The other positions have not been filled due to staffing levels. Flynn stated he is glad to have Tim as one of his right-hand men on the department. Flynn read his formal announcement of the appointments.

Nick Carpenter was presented with his new badge, insignia, and helmet shield reflecting his appointment to the position of Assistant Chief.

Tim Arbenowske was presented with his new badge, insignia, and helmet shield reflecting his appointment to the position of Captain.

Chief Flynn's June report is as follows:

- The Whitewater Township Fire Department responded to 7 emergency calls and conducted 2 public education demonstrations, for a total of 9 incident reports.
- The firefighters participated in 20 hours of training and station duties in June. The training classes included water pumps, water supply, water rescue, and drivers' training.
- On June 23rd, the fire department hosted the first annual open house, with the help of the township board and Whitewater Emergency Services Auxiliary. The auxiliary, board members, and firefighters spent the afternoon showing off the newly renovated Emergency Services Building, with a ribbon cutting ceremony at noon. Residents enjoyed food, fun, fire trucks, and a trip through the fire safety smokehouse. Chief Flynn noted the smokehouse was provided by the GTB Fire Department and he has written a letter of thanks to them.
- Other activity in the busy month of June included relabeling of all vehicles with the new Whitewater Township Fire Department logo. They are in the process of inspecting, repairing and relabeling their protective gear. When this is complete, all of the firefighters will have like-new gear that will last the remainder of the 10-year service life. All of the apparatus is also under inspection. Flynn noted that just a few things need to happen to bring vehicles up to NFPA and DOT regulations and standards.
- The Emergency Services Building still has a few lingering details from the construction project. Flynn stated he has been working diligently with the clerk on this. The county has not cleared the soil erosion permit yet because of lack of grass. He will be doing some watering and keeping up on that in an effort to get that issue resolved.
- Flynn has presented a couple quotes to replace apparatus bay lights. There are 15 lights that need to be replaced. Flynn installed some lightbulbs, but it appears they are all on the same circuit and the circuit was overloaded and kept tripping the breaker, so he took out some bulbs. This is the last room in the station that needs LED lighting.
- Flynn reported that he found a small natural gas leak at the meter bank. He called DTE and they came right out and repaired it.
- The workout room is complete. McLain Cycle provided a tutorial on the equipment.

- Flynn also reported that the fire department installed three bollards around the standby generator and painted them bright yellow.

There were no questions.

Planning Commission Report

Lloyd Lawson noted that the next planning commission meeting is tomorrow night.

Parks & Recreation Advisory Committee Report

Cheryl Goss gave the following report:

- The committee met last night and they are pursuing their various budgeted projects.
- The engineered drawing for the batting cage has not been received yet.
- The area for the used playground equipment installation at the campground will be finish leveled soon and a tentative date of August 18 has been scheduled for a work bee to set the posts and bases. There are a few parts and pieces to order to complete the installation, i.e., chains, swings, a couple bearings for the merry-go-round.
- Still waiting to hear on the two tribal grants that were submitted at the end of May.
- Work on removing the bushes on the berms at Hi Pray Park will start later this week. The berms will be left in place.
- The committee has suggested that the drives and parking lot at Hi Pray Park be graded. Nothing has been done there in several years.

Popp suggested the road commission might be willing to grade it if we buy the gravel.

Goss asked that a quote for the gravel be provided since this cost was not budgeted for this year.

Consent Calendar

Receive and File

1. Supervisor's Report for June 2018
2. Clerk/Park & Recreation Administrator's Report for June/July 2018
3. Zoning Administrator's Report for June 2018 (not available)
4. Mobile Medical Response June 2018 Activity Reports
5. Whitewater Township Fire Department June 2018 Report
6. Approved 04/09/2018 Parks & Recreation Advisory Committee Minutes
7. Approved 05/02/2018 Planning Commission Minutes
8. Approved 05/09/2018 Historical Society Minutes
9. Approved 05/14/2018 Parks & Recreation Advisory Committee Minutes
10. Approved 05/30/2018 Planning Commission Special Meeting Minutes

Correspondence

1. Grand Traverse County Sheriff Department Statistics for June 2018 and 2nd Quarter Totals
2. Letter 06/18/2018 Area Waste re: Cleanup Day
3. Letter 06/25/2018 Fire Chief Flynn re: Open House

4. E-mail 07/05/2018 Carol Williams re: Event Barn Ordinance

Minutes

1. Recommend approval of 06/12/2018 and 06/26/2018 regular meeting minutes

Bills for Approval

1. Approval of Alden State Bank vouchers # 42795 through 42913
2. Approval of First Community Bank Miami Beach voucher # 1242
3. Approval of First Community Bank WMDLS voucher # 1313

Budget Amendments (none)

Revenue & Expenditure Report (none)

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

Unfinished Business

Whitewater Township Fire Department

Clearwater Mutual Aid Agreement – Chief Flynn’s Review

Chief Flynn stated the proposed agreement is pretty standard language, and likes the sentence in the e-mail which states Clearwater Township has no interest in charging for mutual aid. He believes they will be reliant on mutual aid themselves.

Discussion followed.

Motion by Goss to authorize Chief Flynn and the supervisor to sign the Clearwater Mutual Aid Agreement as presented; second by Popp. There was no further discussion. **Roll call vote: Goss, yes; Hubbell, yes; Lawson, yes; Popp, yes; Benak, absent. Motion carried.**

Goss noted that Fife Lake Township has returned the mutual aid agreement we sent to them and she will provide that agreement to Chief Flynn for his signature.

Popp noted that agreement also likely includes Union Township.

Goss responded that the Whitewater Township Board has already approved the agreement with Fife Lake Township.

Request for Capital Items

Chief Flynn provided a memo and two quotes for LED lighting in the apparatus bay.

Motion by Popp to approve Chief Flynn’s capital expense requests for lights, both in stationary form and in mobile form.

Goss noted the motion is not specific enough. Goss also noted that, in the interests of full disclosure, Top Line is who Chief Flynn used to work for.

Discussion followed.

Popp requested a change to the Top Line proposal, that the MC cable for wiring night lights is concealed, run above the ceiling line, not below.

After discussion, including the fact that the current installation is surface pipe, Popp withdrew his objection.

Motion by Goss to approve the quote from Top Line Electric in the amount of \$2,950 for LED lighting in the apparatus bay; second by Lawson. There was no further discussion. **Roll call vote: Hubbell, yes; Lawson, yes; Popp, yes; Benak, absent; Goss, yes. Motion carried.**

Chief Flynn has a second capital request for installation of a utility bar with lights on the boat.

It was noted that there are no navigation lights on the boat.

Discussion followed. Popp and Lawson would like to add navigation lights.

Motion by Goss to approve the quote from MRC in the amount of \$2,577 for rescue lights on the Seawolf boat; second by Hubbell. There was no further discussion. **Roll call vote: Lawson, yes; Popp, no; Benak, absent; Goss, yes; Hubbell, yes. Motion carried.**

An additional quote will be sought for navigation lights.

Update on Zoning Ordinance Amendment Nos. 73, 74 and 76

No new documents have been provided.

Review/Approve Proposal for MDOT Parcel Phase II Environmental Assessment

Popp provided a letter from Attorney Chris Patterson, as well as a quote from Otwell Mawby for the Phase II environmental study.

It was noted that \$2,925 has been spent so far on the survey and revision of the parcel drawing, as well as the Phase 1 environmental assessment.

Discussion followed regarding the potential use. Additional parking? Storage? Drive around the building?

Chief Flynn stated he would not want to dump more money into the land or building, although purchasing the land for a drive around makes sense.

Various discussion ensued.

Motion by Popp to continue the process and award Otwell Mawby up to \$4,210 in Phase II engineering fees.

Goss noted the Phase II engineering fees are \$2,010.

Popp amended his motion to authorize Otwell Mawby \$2,010 for their Phase II ESA Investigation, and an additional \$2,200 for their Baseline Environmental Assessment and Due Care Plan, if required.

Motion failed for lack of a second.

Goss stated she would go along with spending the \$2,010 for the Phase II but believes it should be reevaluated after that.

Motion by Lawson to award Otwell Mawby PC the Phase II ESA Investigation in the amount of \$2,010 for the second Phase II report, BEA to be determined at a later date; second by Hubbell. There was no further discussion. Roll call vote: Popp, yes; Benak, absent; Goss, yes; Hubbell, yes; Lawson, yes. Motion carried.

Popp will initial the \$2,010 price on the Authorization to Proceed form and return it to Otwell Mawby.

Review/Approve Batting Cage Plan

The engineered drawing has not been received. This matter will be placed on the 7/24 agenda.

Review/Approve Proposed National Flood Insurance Program (NFIP) Ordinance, Resolution, and Intergovernmental Agreement

Popp stated that FEMA redid their flood maps and are in the process of redoing some of their requirements to belong to the National Flood Insurance Program, and noted that Grand Traverse County building officials enforce national flood rules in Whitewater Township. Popp provided details of other changes, and stated the question is whether or not we want to subject our citizens to all of these rules.

Lawson noted that it is before Congress right now, and by December 8 it may not exist anymore. They are talking about privatizing it. There are 5 million people in the program who will have to go to a regular insurance company if Congress discontinues the flood insurance program. It is something we need to consider. The ordinance may not be useable in December because the guidelines will be gone. He stated the flood insurance program was bailed out last year to the tune of \$30 billion. Also, there are some restrictions which are ridiculous, and cited a couple of them, stating some of the costs and burdens that will be put on people are excessive and not warranted. We do not have major floods around here. Also, the Inspector General's office has a big report on the flood insurance program which cites things that need to be fixed, including that 80% of their maps are over 15 years old. They have not followed the changes of growth, natural change, erosion, path change of rivers, etc.

Popp stated we do have new maps which go into effect August 28th.

Hubbell stated he knows, from the ag part of it, that the government is doing away with the farmer being insured by the federal government; it is all being privatized. Hubbell stated he is leaning toward not doing this to the citizens right now. There are too many uncertainties of what is going to happen in the future.

Lawson stated Habedank has said people who want to build in the flood plain can get a waiver from their mortgage company and still get a mortgage.

Popp stated Whitewater Township currently has six policies in place in the total amount of \$1,370,000. If the township does not update, those people will lose their policies.

Lawson stated they can get it other ways.

Discussion followed.

Hubbell stated this is something that maybe we should have our lawyer look at for us.

Goss suggested we get a quick opinion from the attorney as to what repercussions we might be facing if we pull out of this program.

Popp suggested that the six policyholders be contacted and informed that the township is thinking about not renewing with NFIP.

Goss offered to e-mail Chris Patterson to ask what the repercussions would be of not continuing in the NFIP.

Popp brought up that Appendix G is part of the state code. If we provide the authority to the county to enforce the state code, these rules will be enforced upon the township anyway, whether we are part of the program or not.

Various discussion again followed.

Lawson stated he wants to know what the township's liability is to the six people.

Popp asked whether the original authority refers to Appendix G.

Goss will look for the original resolution in the 1987 minutes, and noted that the proposed documents provided by Popp have errors.

Popp stated we will get our questions answered and bring the matter back on 7/24.

There was board consensus that if we are late on the August 28th date, we are late.

Emergency Services Building Renovation/Addition Project Update

Goss provided an update memo and the last two pay applications, and noted everything has been paid.

Popp inquired when we had to get a sewage lift pump for the septic at the fire station.

Hubbell pointed to page 186 of the packet where it says “add sewage lift pump wiring” on an Advantage Electric invoice.

Discussion followed.

Goss will ask Chris Richter about the \$962.85 invoice from Advantage Electric for “add sewage lift pump wiring.”

New Business

Ambulance Millage Fact Sheet

Goss provided a proposed fact sheet.

Motion by Lawson to approve the document entitled Facts About Ambulance Service in Whitewater Township; second by Popp. There was no further discussion. **On voice vote, all those present voted in favor, none opposed, Benak absent. Motion carried.**

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

Hubbell requested the gravel roads be brined again.

Goss provided an update of conversations she had today with Wayne Miller and the Road Commission.

Discussion followed regarding the number of brinings that have been done. There has only been one application so far.

Hubbell would like to see the brining speeded up, if possible.

Announcements

Next meeting date is July 24, 2018, at 7:00 p.m.

Public Comment

None

Adjournment

Motion by Lawson to adjourn; second by Hubbell. On voice vote, all those present voted in favor, none opposed, Benak absent. Meeting adjourned at 9:07 p.m.

Respectfully submitted,

Cheryl A. Goss
Whitewater Township Clerk

DRAFT