

*DRAFT MINUTES*

**Whitewater Township Board  
Minutes of Special Meeting held March 26, 2024**

**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: Clerk Goss, Treasurer Benak, Trustee Glenn, Trustee Vollmuth, Popp

Board Members absent: None

Others present in person: Fire Chief Brandon Flynn, Deputy Treasurer Lois MacLean, and 3 others

Others present via Zoom: 2

**Set/Adjust Meeting Agenda**

There were no adjustments.

**Declaration of Conflict of Interest**

None

**Public Comment**

Public comment began at 7:01 p.m.

Lois MacLean

Public comment ended at 7:03 p.m.

**Agenda Items as Listed in Special Meeting Notice****PUBLIC HEARING - 2024/2025 FIRE SPECIAL ASSESSMENT DISTRICT BUDGET**

Public hearing was opened at 7:06 p.m. A sign-in sheet is available.

Legal notice of the budget public hearing was published in the Traverse City Record-Eagle on 03/20/2024 and in the Elk Rapids News on 03/14/2024.

The property tax millage rate proposed to be levied to support the proposed Fire Special Assessment District budget is 1.5000 mills.

Estimated revenues are \$466,325.

Estimated expenditures are \$518,946.

No written comments were received on the Fire Special Assessment District Budget.

There was no public comment.

The public hearing was closed at 7:08 p.m.

**PUBLIC HEARING - 2024/2025 AMBULANCE MILLAGE BUDGET**

Public hearing was opened at 7:08 p.m. A sign-in sheet is available.

Legal notice of the budget public hearing was published in the Traverse City Record-Eagle on 03/20/2024 and in the Elk Rapids News on 03/14/2024.

The property tax millage rate proposed to be levied to support the proposed Ambulance Millage Budget is 1.5000 mills, as reduced by MCL 211.34d.

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Estimated revenues are \$441,934.

Estimated expenditures are \$873,950.

No written comments were received on the Ambulance Millage Budget.

Public comment:

1. Lois MacLean, 5919 Linderleaf Lane, Williamsburg – Does not remember what the special assessment was approved by the voters. Was it 1.5?

The public hearing was closed at 7:12 p.m.

**PUBLIC HEARING – 2024/2025 GENERAL FUND BUDGET AND ALL OTHER TOWNSHIP BUDGETS**

Public hearing was opened at 7:12 p.m. A sign-in sheet is available.

Legal notice of the budget public hearing was published in the Traverse City Record-Eagle on 03/20/2024 and in the Elk Rapids News on 03/14/2024.

The property tax millage rate proposed to be levied to support the proposed General Fund Budget and all Other Township Budgets is 1.0000 mills, as reduced by MCL 211.34d.

Estimated revenues General Fund are \$667,827.

Estimated expenditures General Fund are \$1,009,535.

Estimated revenues Road Fund are \$60,620.

Estimated expenditures Road Fund are \$77,500.

Estimated revenues Road Repair/Replacement Fund are \$6,500.

Estimated expenditures Road Repair/Replacement Fund are \$355,000.

Estimated revenues Park Fund are \$341,100.

Estimated expenditures Park Fund are \$700,624.

Estimated revenues Recreation Fund are \$181,642.

Estimated expenditures Recreation Fund are \$268,961.

Estimated revenues Ambulance Replacement Fund are \$0.

Estimated expenditures Ambulance Replacement Fund are \$0.

Estimated revenues Federal Fund are \$0.

Estimated expenditures Federal Fund are \$0.

Estimated revenues Public Improvement Fund are \$2,000.

Estimated expenditures Public Improvement Fund are \$50,000.

Estimated revenues Fire Capital Improvement Fund are \$150,275.

Estimated expenditures Fire Capital Improvement Fund are \$202,000.

Estimated revenues Ambulance Capital Improvement Fund are \$500,000.

Estimated expenditures Ambulance Capital Improvement Fund are \$0.

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No written comments were received on the General Fund or Other Township Budgets.

Public comment:

1. Lois MacLean, 5919 Linderleaf, confused on federal fund because that was ARPA funding. She does not know how we can spend more than we receive and is sitting in the budget. She is baffled how we can be running negative. Is it a farewell to the township for everybody, a farewell gift to the township to be running negative? She is completely stumped and dumbfounded and does not understand what the board members are doing. Where did this mentality come from to be running negative? She has to find out if it is even legal. Just baffled.
2. Linda Slopsema, she has not been able to attend the previous budget meetings. But the township has a history of creating red budgets and spending more than they receive, and the justification is that you do not actually spend what you budget. She is concerned these are some pretty big numbers. Knows the township has special projects to complete the work on the park, but finds it disappointing it is not consolidated and more understandable by the public. Maybe it could be explained in a future newsletter.

The public hearing was closed at 7:22 p.m.

Popp asked for board member comments or discussion.

Benak and Goss commented on the Federal Fund.

Changes to the proposed budget are as follows:

- 101-101-715 and 101-101-716 were changed to \$1,054 and \$247. Total expenditures in the Township Board department are now \$70,701.

***Motion by Popp directing the clerk to correctly assign Verizon cell phone charge to Park Fund 208-756-925; second by Vollmuth.***

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

- Assessor department total is confirmed to be \$36,441.
- \$60,000 will be added to 101-901-970 for BS&A Cloud, for a total of \$145,000 in that line item.
- Under Transfers Out, 999, Popp wants to add \$70,000 to transfers out to Park Fund to cover final bills on the boat launch/entryway improvement project. Popp requests 999 go to \$255,000. There was consensus of three board members to change line item 999 to \$255,000. The description is “Completion of Project 842850 Molon.”
- Fire Fund line items 715 and 716 were modified based on total wages of \$172,512 to \$10,696 and \$2,502 respectively. Total expenditure in the Fire Fund is now \$519,285, per Popp.
- Park Fund 208-000-699 will go to \$170,000, increasing total revenue to \$411,100.
- Park Fund 715 and 716 will be adjusted to \$9,482 and \$2,218 respectively.
- Park Fund 208-756-970 will be increased to \$378,000. \$769,860 is the new bottom line, per Popp and Glenn.

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- Recreation Fund, the \$67,000 in 209-757-970 includes \$45,000 for new bleachers, \$5,000 feasibility for HPP walking trail, and \$15,000 for bollards. This detail will be added to the budget page.
- In the new Ambulance Capital Improvement Fund, the words “for new facility” will be crossed out in the 410-000-699 detail.

**FISCAL YEAR 2023/2024 BUDGET AMENDMENTS**

*Motion by Goss to approve the Fiscal Year 2023/2024 Budget Amendments as recommended; second by Benak.*

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

**FISCAL YEAR 2023/2024 BUDGETED TRANSFERS**

*Motion by Popp to transfer \$35,000 from the General Fund to the Road Fund; second by Benak.*

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

*Motion by Popp to transfer \$18,742 from the General Fund to the Recreation Fund; second by Benak.*

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

*Motion by Vollmuth to transfer \$100,000 from the General Fund to the Fire Capital Improvement Fund; second by Benak.*

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

*Motion by Vollmuth to transfer \$137,082 from the Fire Fund to the Fire Capital Improvement Fund; second by Benak.*

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

*Motion by Vollmuth to transfer \$93,073 from the Federal Fund to the Fire Capital Improvement Fund; second by Popp.*

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

*Motion by Vollmuth to transfer \$81,258 from the Federal Fund to the Recreation Fund; second by Popp.*

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

*Motion by Vollmuth to transfer \$25,000 from the Public Improvement Fund to the Recreation Fund; second by Benak.*

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

**RESOLUTION #24-04 SALARY FOR SUPERVISOR 2024/2025**

*Motion by Vollmuth to adopt Resolution #24-04 Salary for Supervisor; second by Benak.*

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

**DRAFT MINUTES****RESOLUTION #24-05 SALARY FOR CLERK 2024/2025**

*Motion by Vollmuth to adopt Resolution #24-05 Salary for Clerk; second by Benak.*

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

**RESOLUTION #24-06 SALARY FOR TREASURER 2024/2025**

*Motion by Glenn to adopt Resolution #24-06; second by Popp.*

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

**RESOLUTION #24-07 SALARY FOR TRUSTEES 2024/2025.**

*Motion by Popp to adopt Resolution #24-07 Salary for Trustees; second by Benak.*

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

**RESOLUTION #24-08 GENERAL APPROPRIATIONS ACT 2024/2025**

*Motion by Popp to adopt Resolution #24-08 General Appropriations Act 2024/2025 as amended; second by Goss.*

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

**GRADED WAGE SCALE 2024/2025**

*Motion by Popp to adopt the proposed Graded Wage Scale for 2024/2025; second by Glenn.*

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

**SALARY/WAGE SCHEDULE 2024/2025**

*Motion by Popp to adopt the proposed Salary/Wage Schedule for 2024/2025; second by Glenn.*

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

**ZONING ADMINISTRATOR INTERVIEWS/POSSIBLE JOB OFFER**

*Motion to discuss the zoning administrator interviews with a possible job offer; second by Glenn.*

*There was no vote on the motion.*

Discussion followed.

*Motion by Popp to extend the job offer to Deb Graber; second by Vollmuth.*

Discussion followed.

*Popp amended the motion to offer her an employee position with Whitewater Township as zoning administrator for the annual sum of \$45,000, effective 04/01/2024.*

*Vollmuth re-seconded the motion.*

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

**~~INTERIM FIRE CHIEF INTERVIEW/POSSIBLE JOB OFFER~~**

This position was filled on 03/21/2024.

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The fire chief position will be posted.

Benak requested it be put on the April agenda.

**Board Comments/Discussion**

None

**Public Comment**

Public comment began at 9:22 p.m.

Lois MacLean

Public comment ended at 9:24 p.m.

**Adjournment**

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

Meeting adjourned at 9:25 p.m.

Respectfully submitted,

Cheryl A. Goss  
Whitewater Township Clerk