

**Whitewater Township Board  
Minutes of Special Meeting held March 2, 2010**

**Call to Order**

Supervisor Lake called the meeting to order at 7:30 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, MI 49690.

**Roll Call**

Township Board members present: Benak, Boyd, Hockin, Hubbell and Lake.

Township Board members absent: None.

Also attending: Fire Chief Stites, Planning/Zoning Administrator Meyers, Lynn Bright and 5 others.

**Agenda as Written in Special Meeting Notice**

1. 457 Plan presentation by Lynn Bright
2. RFP's Tech Support, Attorneys, Audit
3. Budget Work Sessions on Fire and Ambulance
4. Billing for Services rendered by LaPointe

**Approval of Agenda**

The agenda was approved as posted in the special meeting notice.

**Declaration of Conflict of Interest**

None.

**Public Comment**

None.

**457 Plan**

Lynn Bright, representative from Burnham & Flower Agency explained a 457 plan to the board and public.

- 457 plan for governmental entities is similar to 401K for businesses.
- It is a tax sheltered plan:

Under 50	16,500 can be contributed annually before tax
Over 50	22,000 can be contributed annually before tax
3 yrs before Retirement	33,000 can be contributed annually before tax
- The plan is open to all persons who receive a check from the Township. There is no cost to the Township.
- Monthly remittance is made by the clerk.
- \$50.00/month minimum
- Suggests getting an idea of who is interested.

Moved by Hubbell, seconded by Boyd, to offer a 457 Plan to all eligible employees who receive a paycheck from Whitewater Township. **Motion approved.**

## **RFP's**

### **Tech Support**

Two RFP's were received: Friedly & Associates and Terrapin Networks.

Timothy Gillen from Terrapin Networks was present and further explained his RFP.

- Primarily HP products, mark up is 8% to 10%
- Travel
- No extra charge for emergencies
- 5 service technicians
- Help desk

Boyd requests that Terrapin look at our systems and report back to the Board before the board makes a decision.

Decision postponed until the 3/10/10 meeting.

### **Attorney**

Lake asked the board members to rate the RFP's and give a reason for their recommendations.

Board members responded as follows:

<u>Board Member</u>	<u>First</u>	<u>Second</u>	<u>Third</u>	<u>Reason</u>
Benak	Fahey	Bieganowski	Young	MTA uses Fahey & workshops
Lake	Derman	Bieganowski	Young	History-has cut back considerably
Hockin	Derman	Bieganowski	Young	History-can break down billings
Boyd	Bieganowski	Derman	Young	Cost-Derman, Conflict of Interest
Hubbell	Bieganowski	Fahey	Derman	Derman has Conflict of Interest

Consider interview of Bieganowski, Derman & Turkelson, Fahey-Schultz. Respond to all, thank you to those rejected. Interviews to be scheduled on 4/8/10 at 6:00, 7:00 and 8:00.

### **Audit**

Lake asked the board members to rate the RFP's.

Board members responded as follows:

<u>Board Member</u>	<u>First</u>	<u>Second</u>	<u>Third</u>
Lake	Tobin	Baird	
Hubbell	Tobin		
Benak	Baird	Gabridge	Wilson
Boyd	Baird	Tobin	Wilson
Hockin	Tobin	Wilson	Baird

Interview Tobin, Baird & Wilson. Interviews to be scheduled on 4/6/10 at 6:00, 7:00 and 8:00.

### **Budget Work Session**

#### **Fire Department**

Chief Stites presented the proposed 2010/2011 budget for the fire department. The proposed budget was discussed and several items were changed.

- Some of the capital expenditure items are actually operating expense or uniform items since the cost is less than \$1,000 for each item. Operating expense and uniforms will be adjusted to reflect these changes.

- Property taxes proposed to be reviewed since the supervisor believes the figure used by the clerk is incorrect.
- Review natural gas, electricity and telephone to reflect increase in rates.
- All salaries and wages frozen at 2009/2010 level.

The fire chief and clerk will work on these changes and bring back an amended budget for the March 10, 2010 special meeting.

### **Ambulance**

Ambulance budget work session was moved to the March 10, 2010 special meeting. Lights, Sirens and Radios will be discussed at a future meeting.

### **Billing for Services Rendered by LaPointe**

Benak asked that the board review the contracts and the recent billing from LaPointe prior to her signature on the check issued for payment.

Lake had approved payment and believes the services rendered and billed are covered by the second contract. Hockin stated she also believes the services to be covered under the second contract.

There was considerable discussion of the contract, invoice and services being performed by LaPointe.

Moved by Hubbell, seconded by Boyd, to pay invoice 09-042 and authorized the supervisor to send a letter terminating the contract. **Motion approved.**

Letter to LaPointe should include a request for information allowing the Township to follow up on pending grants. It was noted that no paper copy of the grant has been given to the township for their files.

### **Public Comment**

Tim Shaffer, 5309 Moore Rd

- Asked if the fire chief contract is being renewed.

Glenn Savage, 9833 Pineneedle Ln.

- States decision to freeze wages is a good decision.
- Voiced concern re: LaPointe contract issue.

Kim Halstead, 7923 Cook Rd

- Re: LaPointe contract, in the future all contracts need to be reviewed by the Attorney.

### **Adjournment**

The meeting was adjourned at 10:15 p.m.

Respectfully submitted,  
Carol Hockin, Clerk