

DRAFT MINUTES

**Whitewater Township Board
Minutes of Regular Meeting held July 9, 2024**

Call to Order/Pledge of Allegiance

Supervisor Popp (present via Zoom) called the meeting to order at 9:04 a.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: Clerk Goss, Treasurer Benak, Trustee Glenn, Trustee Vollmuth. Popp present via Zoom only.

Board members absent: None

Others present: County Commissioner Darryl Nelson, Deputy Treasurer Lois MacLean, Zoning Administrator Deborah Graber

Set/Adjust Meeting Agenda

Benak noted she has an auditing quote for New Business #1 and has copies for everyone.

There was no objection to receiving the additional information.

Motion by Popp to accept the agenda as it is presented; second by Glenn.

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

Declaration of Conflict of Interest

None

Public Comment

Public comment began at 9:08 a.m.

Lois MacLean

Deborah Graber

Cheryl Goss

Ron Popp

Connie Hymore

Frank Hymore via comments read by Connie Hymore

Vicki Beam

Terese Hooper

Public comment ended at 9:32 a.m.

Public Hearing

None

Reports/Presentations/Announcements/Comments**County Commissioner Report**

DRAFT MINUTES

Darryl Nelson gave the following report:

- There was an attempt at a catastrophic full ransomware attack on the county. Very proud of staff and a particular employee for finding and responding to the event at 6:06 a.m. in the morning, blocking the ransomware attack. 911 service was not compromised due to backup plans that were implemented. There was another attempted attack in April. County software prevented that attack. He is really proud of the staff for how it was handled.
- Special meeting tomorrow to approve some additional security updates.
- Regarding Grand Traverse Pavilions, the population/census of patients continues to go up, good healthy cash reserves. Star rating is still showing a low. Currently they are at a very good star rating. It takes several years for that to go up.
- The hospital finance authority worked with Munson Healthcare. Able to use the county's bond rating for a refinancing that will save about \$10 million over the life of the bond.
- The Camp Greilick purchase was accomplished. Able to use federal dollars to purchase it. Able to work with the Conservancy as interim buyer. A donor paid for it. There is a fund started and they are working on endowing it so the ongoing maintenance fees will be covered. It is not open yet.

There were no questions for Commissioner Nelson.

Fire Department Report

Fire Chief Josh Morgan (present via Zoom) gave the following report:

- June was a busy month with 16 runs, on par with last June.
- Had a weather event on June 29. Road Commission Manager Dan Watkins got resources moving to get roads closed while Consumers did their job getting power back to our residents.
- Had a great training session with Fife Lake Fire Department. They are going to start doing a little bit more together.
- They are moving toward moving all of their paper and pen asset tracking and inventory management to a cloud-based app for greater efficiency and cost savings.

Morgan responded to questions/comments from board members.

Planning Commission Report

Heidi Vollmuth gave the following report:

- Read the master plan.

Parks & Recreation Advisory Committee Report

The township board liaison position is vacant.

Parks & Recreation Advisory Committee Chairperson Melissa Melton (present via Zoom) gave the following report:

- Will try to respond to Popp's memo this week.
- An update was sent to Grand Traverse County regarding the Lossie Road Nature Trail project.

DRAFT MINUTES

- Received a drawing last month from Gosling for the toddler playground equipment site layout. Adjustments were requested and finalized, which they will review at their meeting next week. 2% funds were received from the Grand Traverse Band for the toddler equipment.
- Gosling also provided an engineering construction conceptual drawing for the Lossie Road improvement project. PRAC had questions and adjustments. Buczkowski walked the trail with the engineer recently. They are waiting for revisions to be done by them, which they will review at their next meeting and get information to the board for their review and approval.

Consent Calendar

Receive & File

1. Supervisor Report June 2024 (not available)
2. Clerk's Report June 2024
3. Treasurer Reports June 2024
4. Trustee Vollmuth Report June 2024
5. Trustee Glenn Report July 2024
6. Zoning Administrator Report 06/28/2024
7. Mobile Medical Response Activity Reports June 2024
8. Fire Department Report June 2024
9. Planning Commission Report 06/05/2024
10. Historical Society Report June 2024 (not available)
11. Parks & Recreation Report June 2024 (not available)
12. Approved 04/18/2024 Planning Commission Special Meeting Minutes
13. Approved 05/01/2024 Planning Commission Regular Meeting Minutes

Correspondence

1. E-mail 07/03/2024 Holly Miller re: Grand Traverse County Sheriff Statistics on Hold
2. Grand Traverse County Road Commission Update 06/28/2024
3. Access to Public Records 07/03/2024
4. Township Credit Card Policy 07/03/2024
5. E-mail 06/20/2024 Official Documents Required
6. Cell Phone Stipend Form 06/28/2024
7. Vicki Beam 06/11/2024 Public Comment
8. Sexton Building Completed Roof Project 07/09/2024

Minutes

Recommend approval of 06/11/2024 regular meeting minutes

Bills for Approval

Alden State Bank Voucher #s 50620 through 50746

Budget Amendments (none)

Revenue & Expenditure Report: Revenue 05/31/2024 – Expenditures 06/30/2024

DRAFT MINUTES

Motion by Glenn to approve the Consent Calendar as submitted; second by Benak.

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

Unfinished Business**CAMPGROUND NEEDS**

Motion by Popp authorizing the park manager to purchase the Kubota RTV 500 from Ginop Sales at a cost not to exceed \$18,000 including delivery to Whitewater Township Park; second by Vollmuth.

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

Motion by Popp requesting the clerk to provide the board with the three fully executed Beds24, WorldPay, and Authorize.net service agreements within 10 days of the board acceptance of this motion; second by Glenn.

There was no vote on the motion.

Motion by Popp requesting the clerk provide the board with the three fully executed Beds24, WorldPay, and Authorize.net service agreements within 10 business days of board acceptance of this motion or she pay all fees related to those agreements, personally pay all fees related to those agreements; second by Glenn.

After discussion, *Glenn rescinded his second.*

Goss agreed to see if the clerk's office was provided with the documents by Popp back in 2014.

Goss volunteered to contact Statewide and cancel the park phone number.

Motion by Popp requesting the clerk to cancel the unused phone number 231-267-5091 from the Statewide Communication Service Agreement in accordance with the terms and conditions of the current service agreement; second by Glenn.

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

New Business**ANNUAL AUDIT DISCUSSION**

Motion by Popp to discuss the methods for commissioning an annual audit; second by Vollmuth.

There was no vote on the motion.

Benak provided a hard copy of an auditing proposal from Gabridge & Company to all board members.

DRAFT MINUTES

Motion by Goss to authorize two township board officials to sign the Gabridge & Company engagement agreement dated 07/03/2024 for auditing services for fiscal year ended 03/31/2024 in an amount not to exceed \$9,605; second by Benak.

Goss amended the motion to name Cheryl Goss and Ron Popp as the signers on the engagement agreement.

Benak seconded the amendment.

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

DRAFT GODDEN AGREEMENT

Motion by Popp to approve the Godden Agreement as drafted allowing the zoning administrator and township supervisor to sign the agreement linking the two parcels together as one with separate parcel numbers and tax bills; second by Vollmuth.

Popp amended the motion to change the word “drafted” to “amended.”

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

PARKS & RECREATION ADVISORY COMMITTEE REQUEST FOR LOSSIE ROAD NATURE TRAIL MOTORIZED ACCESS DECISION

Motion by Popp to discuss Lossie Road Nature Trail as Melissa Melton put this business packet forward back in 04/2024; second by Benak.

There was no vote on the motion.

Lengthy discussion.

Motion by Popp to leave Lossie Road Nature Trail as non-motorized; second by Glenn.

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

FIRE DEPARTMENT CREDIT CARD APPLICATION

Motion by Goss to approve the treasurer to apply for a new credit card for Whitewater Township Fire Department Chief Josh Morgan from Alden State Bank and to add him as a signer on the account; second by Benak.

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

STORAGE NEEDS

Motion by Popp authorizing the park manager to purchase a 20' open side and one 40' High Cube 1 trip storage containers from Containers 4 Sale LLC at a cost not to exceed \$20,000 including delivery to Whitewater Township Park; second by Vollmuth.

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

DRAFT MINUTES

Motion by Popp to purchase a single 20-foot open side 1 trip storage container from Containers 4 Sale LLC at a cost not to exceed \$8,000 including delivery to Whitewater Township Park; second by Vollmuth.

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

Popp will order the (previously approved) mower.

.GOV E-MAIL EXTENSIONS

Motion by Benak to discuss the computer hardware and software upgrades; second by Vollmuth.

There was no vote on the motion.

Motion by Benak to keep the whitewatertownshipmi.gov domain name and its own DNS provider, and to abandon the 365 e-mail migration, allowing future boards to decide the outcome; second by Goss.

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

FULL-TIME FIREFIGHTER PROPOSAL

Fire Chief Morgan is present via Zoom.

Motion by Popp to discuss a full-time firefighter; second by Vollmuth.

There was no vote on the motion.

Lengthy discussion.

No action taken.

CLERK'S "MISLEADING" JUNE REPORT

Motion by Popp requiring either Goss, Benak, or MacLean to provide any proof Zoning Administrator Bob Hall held a public hearing as required by Whitewater Township General Ordinance Number 26 – Land Division within 10 business days of approval of this motion; second by Vollmuth.

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

Tabled Items

None

Board Comments/Discussion

Vollmuth would like PRAC to look up the definition of wetlands. She is also going to FOIA a few things about addresses on Lossie, parcel ID packets, and see if he put it in the parcel.

*DRAFT MINUTES***Announcements**

Next regular meeting is 08/13/2024 at 9:00 a.m.

Public Comment

None

Adjournment

Motion by Popp to adjourn at 1:26 p.m.; second by Benak. Roll call vote: Benak, yes; Goss, yes; Glenn, yes; Popp, yes; Vollmuth, yes.

Meeting adjourned at 1:26 p.m.

Cheryl A. Goss
Whitewater Township Clerk