

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 3, 2005**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**4884 W. Curtis St.**

**MEMBERS ABSENT**

Also, present Sheila Gaines, Joe Paczkowski, Woody VanVolkenburg, Norm Perkins and Alan Moses.

Attendance: 21

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve the January 3, 2005, meeting agenda with one addition to add request from Heritage Society for winter plowing by the Department of Public Works. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to accept the December 15, 2004, special meeting minutes and the December 20, 2004, regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to pay the following bills.

General Fund	5,607.47
Fire Fund	99.39
Ambulance Fund	4,265.33
Property Management Fund	565.92
Recreation Fund	591.36
Fairgrounds Fund	22.40
Golf Course Fund	1,746.52
Public Works Fund	5,471.30
Police Fund	1,042.68
Bond Refunding	249.00
Road Maintenance & Repair	104.14

Grand Total

\$19,765.51

Ck# 26825-26855

Motion carried.

**PUBLIC COMMENTS**

- Art Reid of Reid Contractors requested explanation as to why his quarrying application had been denied.
- Resident requested introduction of township Deputy Supervisor. In addition, asked if the current Board would continue working on the projects started by the previous Board.
- Questioned asked regarding employee health insurance.

**SUPERVISORS REPORT**

- Fleis & Vandenbrink Engineering Firm contacted me today stating that they would like to schedule a meeting to discuss the M-80 project with the township prior to bids going out.
- The trail grooming is going well and off to a good start.
- Area businesses have inquired about developing and implementing a snowmobile spur trail program.
- The American Red Cross is starting a Community Emergency Response Training (CERT) Program for Homeland Security.
- A check presentation was conducted today at the Recreation Center with the township and Sault Tribe who contributed 2% monies in the amount of 32,000.00 dollars.

Recess: 7:50PM

Reconvene: 8:00PM

Treasurer Ulrich presented a letter from Attorney John Underhill with suggestions regarding the Utility Cart the Golf Course purchased. Attorney Underhill's opinion after reading the contract agreements the Golf Course will never actually own the cart therefore, he suggests that the township ship the cart back to Royal Links USA and demand that they reimburse the leasing company for the full purchase price.

**#4 MOVED:** by Dan Mitchell, second by Ed DeWitt, to ship the Hospitality Wagon, return receipt requested, back to Royal Links USA. Motion carried.

Board members agree the cart should be video taped prior to shipment and requests that the Supervisor direct Course Manager Jamie Davison to contact other Golf Courses who have also purchased this product from Royal Links to see how they intend on dealing with this issue.

**#5 MOVED:** by Ed DeWitt, second by Fred McClendon, to authorize the Supervisor and Clerk to sign the Highway Easement Release form for the improvement and re-alignment of a portion of Gaines Highway within the South ½ of the Southwest ¼ section 28, Township 45 North Range 01 West, Kinross and the conveyance of excess right of way to the Charter Township of Kinross upon the completion of the project. Motion carried.

Supervisor Oberle also, informed the Board that the County Road Commission is looking into placing a light at the intersection.

Ambulance Director Alan Moses explained an error in billing under the Emergency Services Cost Recovery Ordinance. Apparently, the incident occurred prior to the Ordinance effective date.

**#6 MOVED:** by Ed DeWitt, second by Dan Mitchell, to remove ambulance service bills generated in error to Suzanne Brady, Kenneth Nayback and Jason Southwell as requested by Director Moses. Motion carried.

DPW Superintendent Perkins requested a pay increase for Rick Armentrout who has been a part time employee for over two years and recently promoted to full time utility person.

**#7 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to authorize pay increase from \$8.82 per hour to \$9.41 per hour for Rick Armentrout retroactive from December 6, 2004. Motion carried with one no vote from Supervisor Oberle.

**#8 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to accept Deb Muter employment resignation with the Ambulance Department. Motion carried.

**#9 MOVED:** by Jason Oberle, second by Dan Mitchell, to adopt Resolution # 2005-S1 Computer/Internet/E-Mail Policy. Roll call vote all members present voted yes. RESOLUTION declared carried.

EMS Director Moses requested an amendment to his Departments meal policy.

**#10 MOVED:** by Wayne Donaway, second by Fred McClendon, to refer the Employee Meal Policy to the Personnel Committee. Motion carried.

**#11 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to approve sending Board of Review members to the UPAA Class at the Rudyard Township Community Center on February 15, 2005, at a cost of twenty dollars per applicant. Motion carried with one no vote.

**#12 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to allow Strong Families/Safe Children the use of the township hall beginning Wednesday, January 5, 2005-March 9, 2005 from 6:00PM – 10:00PM. Motion carried.

Budget workshops scheduled for January 6, 2005 and January 11, 2005 at 7:30PM.

**#13 MOVED:** by Dan Mitchell, second by Ed DeWitt, to allow the Department of Public Works to snow plow the Heritage Society parking lot for reimbursement of labor. Motion carried.

Deputy Supervisor Joe Paczkowski explained the Administrative Office networking and computer problems. Cost of the project submitted to the Board. Further discussions regarding computer upgrades will take place during the budget workshop on Thursday.

**CORRESPONDENCE**

John Gaines- Interest to Serve on Road Advisory Committee  
Cindy Spencer- Building demolition request  
Republic Waste Services- Copy of current waste collection contract

Meeting adjourned at 9:10PM

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGET WORKSHOP and  
ADMINISTRATIVE OFFICE NETWORK & COMPUTERS**

**January 6, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Norm Perkins, Mike Hoolsema and Joe Paczkowski.

Supervisor Oberle called the meeting to order at 7:30PM.

Board Members discussed and reviewed the Department of Public Works budget. DPW Superintendent Perkins also discussed with the Board the need to raise the water & sewer rates.

Discussion held regarding the need for replacing the Administrative Office Network System as well as two computer upgrades for the Public Works billing department.

**#1 MOVED:** by Marvin Besteman, second by Dan Mitchell, to adopt Resolution 2005-S2 INFORMATION TECHNOLOGY UPGRADE & PURCHASES. Roll call vote all members present voted yes RESOLUTION declared carried.

Trail Grooming, Drug Forfeiture, and Road Maintenance budgets reviewed.

Following review of the budgets the Board discussed the letter received from Attorney James Bias in reference to Jack Baileys request for grooming payment.

**#2 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to go into closed session to discuss the letter from Jack Baileys Attorney requesting five-thousand dollars for grooming.

Recess: 9:28PM  
Reconvene: 9:41PM

Meeting adjourned at 9:42PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGET WORKSHOP**

**January 11, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Joe Paczkowski and Mike Hoolsema.

Supervisor Oberle called the meeting to order at 7:38PM.

Board members discussed the water & sewer rate increase to off set budget shortfall in next fiscal year. Rate schedule resolution will be presented at the regular meeting of January 18, 2005.

The Board reviewed the General Fund Budget. Discussion held on revenue sharing, cost of Assessing Department and Planning Committee.

Additional discussion held regarding drug policy and employees who have not been tested as of today.

Meeting adjourned at 9:12PM

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 18, 2005**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee

**4884 W. Curtis St.**

**MEMBERS ABSENT**

Fred McClendon, Trustee

Also, present Sheila Gaines, Jamie Davison, Norm Perkins, Woody VanVolkenburg, Bill Palmer and Alan Moses.

Attendance: 17

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Marvin Besteman, second by Ed DeWitt, to approve the January 18, 2005, meeting agenda as presented.

**#2 MOVED:** by Ed DeWitt, second by Dan Mitchell, to accept the January 3, 2005, regular meeting minutes and the January 6, & 11, 2005, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to pay the following bills.

General Fund	9,920.21
Fire Fund	149.36
Ambulance Fund	14,558.15
Property Management Fund	1,343.40
Trail Grooming Fund	419.41
Recreation Fund	6,054.70
Fairground Fund	86.41
Golf Course Fund	2,544.59
Public Works Fund	44,186.29
Police Fund	3,240.90
Golf Course Bonds	59,666.00

Grand Total \$142,219.42

Ck# 26857 & 26866-26927

Motion carried.

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**January 18, 2005**

### **PUBLIC COMMENTS**

- Resident questioned the Supervisor's Office being moved and what discretion the Supervisor has for spending money.

### **SUPERVISORS REPORT**

- Meeting scheduled for Friday, January 21, 2005, with the Sault Tribe to negotiate Law Enforcement Agreement and PILT (Payments In Lieu of Taxes) Agreement.
- The Beverage Cart (Hospitality Wagon) was shipped back today.
- All advisory and boards are being reviewed for vacancies letters of interest are being accepted. I plan to have this completed for Boards approval the second meeting in February.

### **NEW BUSINESS**

Discussion held regarding lack of animal control officer. Residents have complained that their veterinarians will not issue licenses because they are protesting against the county due to the Animal Control Officer being laid off. Commissioner Moore explained that the shelter is still open six days per week and staffed with volunteers the transporting of stray

animals fall on the individual township. Supervisor Oberle will contact Chief Micolo and discuss options.

**#4 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to adopt RESOLUTION 2005-S3 SNOWMOBILE SPUR TRAIL PROGRAM. Roll call vote all members present voted yes. Resolution declared carried.

**#5 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to adopt RESOLUTION 2005-C1 OPTICAL SCAN VOTING SYSTEM. Roll call vote all members present voted yes. Resolution declared carried.

**#6 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to adopt FEE SCHEDULE RESOLUTION FOR WATER AND SEWER USE AND SERVICES AS PROVIDED FOR WITHIN THE KINROSS CHARTER TOWNSHIP WATER AND SEWER ORDINANCES. Roll call vote all members present voted yes. Resolution declared carried.

**#7 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to adopt RESOLUTION 2005-A1 BUDGET ADJUSTMENT RESOLUTION. Roll call vote all members present voted yes. Resolution declared carried.

#### **DEPARTMENT MANAGERS**

Monthly reports received from Golf Course Manager Davison and Course Superintendent Palmer. Requests made for approval of additional equipment purchases.

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**January 18, 2005**

**#8 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to allow Golf Course Superintendent Palmer to purchase, with Bond monies, a MultiPro 5700 Sprayer and 8-24 station LTC controllers total amount of forty eight thousand five hundred seventy five dollars and forty eight cents (\$48,575.48) Motion carried.

#### **COMMITTEE REPORTS**

Police Boards meeting minutes received. Monthly report received from Police Chief Micolo. The Park & Rec Committee meeting minutes received.

**#9 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to allow the Sheriff's Posse Pony Express to use the Horse Barns, Arena, Dunbar Building and Exhibit Hall B at the Community Park free of charge for their community fundraiser on June 9, 10, 11, and 12, 2005, all costs apply prior to or after event. Current fees for camping will apply. Motion carried.

#### **CORRESPONDENCE**

James Bias- Bailey grooming fees

Reid Contractors Inc. Appeal decision regarding quarry application

Raymond & Prokop, P.C . Legal needs

Tracie Macdowell – Road paving petition

War Memorial Hospital- changes made to promote customer services

Meeting adjourned at 8:45PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
HOSPITALITY WAGON CONTRACT**

**January 21, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Jamie Davison Golf Course Manager.

Supervisor Oberle called the meeting to order at 6:00PM.

The Board discussed options regarding the Royal Links contract agreement on the beverage cart. At the direction of Attorney Underhill Golf Course Manager Jamie Davison returned the cart to Royal Links. Unfortunately, the company declined and the shipping company returned the cart to the township.

**#1 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to have attorney Underhill proceed with litigation against Royal Links USA regarding the Hospitality Wagon/beverage cart. Motion carried.

All members present the Board reviewed DPW Superintendents Norm Perkins request to purchase a new water distillation unit. Superintendent Perkins looked into having the unit repaired however, due to the age of the unit Norm feels that purchasing a new one would be more cost effective. Three quotes received one from North Central Lab (NCL) cost of \$3,075.00, USA Bluebook cost quote of #3,435.00 and Fisher Scientific who did not send a written quote as requested.

**#2 MOVED:** by Marvin Besteman, second by Vicki Ulrich, authorize Superintendent Norm Perkins to purchase a Mega-Pure model MP-3A distillation unit from NCL for \$3,075.00. Motion carried.

Meeting adjourned at 6:46PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 7, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman Jr., Clerk

**MEMBERS ABSENT**

Wayne Donaway, Trustee

Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Fred McClendon, Trustee

Also, present Sheila Gaines, Joe Paczkowski, Mike Hoolsema, Woody VanVolkenburg, Alan Moses and Joe Micolo.

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Ed DeWitt, second by Dan Mitchell, to approve the February 7, 2005, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Dan Mitchell, to accept the January 18, 2005, regular meeting minutes and the January 21, 2005, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings. Treasurer Ulrich stated for the record that thirty four thousand dollars is for taxes paid on township owned properties and fifty one thousand dollars is expenditures for the Department of Public Works.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	5,479.89
Fire Fund	1,189.71
Ambulance Fund	5,658.56
Property Management Fund	34,236.11
Recreation Fund	1,980.17
Fairgrounds Fund	180.74
Golf Course Fund	1,108.22
Public Works Fund	51,420.11
Police Fund	906.46

Grand Total \$102,159.97

Ck# 26936, 26948-27003

Motion carried

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**February 7, 2005**

**EDWARD D JONES**

Representative Bill McLeod discussed the townships investments both short term and long term. Total investment is \$962,672.60 most of which belongs to the Department of Public Works.

**FLEIS & VANDENBRINK**

Representatives Jim Schiffer and Chris Markham updated the Board on progress with the M-80 Corridor project. The next step will be to schedule a meeting with MDOT, County Road Commission and Township Board to discuss estimate of charges and engineering.

**PUBLIC COMMENTS REGARDING – suspension, of township Assessor/Zoning Administrator VanVolkenburg, pending review by Personnel Committee.**

- I do not have any clue as to what is going on with this suspension but I feel that maybe it is a personal vendetta. I say this person should be reinstated with pay. We need to get on with taking care of township business.
- Could we hear the Boards side on this issue? I have heard rumors that all the staff would be fired with the exception of one. I hope this is not all political.
- Did you discuss this issue with the Board or Personnel Committee prior to the suspension?
- My name is Leo Wiley I am the Chairperson for Planning & Zoning why didn't someone contact me about this. We are in compliance with the law.
- As an employee of the township, I would like to say that I heard the same rumors four years ago and there was no reason for it. You have those rumors with candidates running for office and unfortunately, the employees get the brunt of it. A good example is what happened after the August primary when the previous supervisor knowing filed false charges against me with the state police. Even now, the rumor is that I should be the first person the Board gets rid of. However, as an employee we have to continue to do the best job we can no matter what.

**PUBLIC COMMENT**

- What is the status on renovations to the clubhouse?
- Now that the DEQ has denied the lake dredging permit, where does the issue stand?
- Has there been any additional discussion about the Board receiving health care benefits.

**SUPERVISORS REPORT**

- Mr. MaClaren is here tonight I would like to thank him for printing my Supervisor Speaks. I will be submitting a report monthly.
- I along with the Clerk and Deputy Clerk attended the MTA Educational Conference. This is a great learning experience.
- Check out our web site at [www.kinross.net](http://www.kinross.net)

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**February 7, 2005**

**COMMITTEE REPORTS**

The Board received the January 24, 2005, Police Board meeting minutes.

Personnel Committees January 7, 2005, and February 5, 2005, meeting minutes received. Trustee Mitchell stated that following review of records the committee recommends reinstatement of Woody VanVolkenburg.

**#4 MOVED:** by Dan Mitchell, second by Ed DeWitt, to reinstate Woody VanVolkenburg as township Assessor only effective February 8, 2005, reimburse pay back to first day of suspension, February 2, 2005, less fifty cents per hour. ~~Any statements made since December 2, 2004, not covered under a Board approved or enforced job description be removed from his personnel file.~~ (Adjustment made at the February 22, 2005, meeting)  
Motion carried with one no vote by Supervisor Oberle.

**#5 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to approve agreement between Rudyard Board of Education and Kinross Township for the conduction of School Elections. Motion carried.

**#6 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to adopt Budget Adjustment RESOLUTION 2005-A2. Roll call vote all members present voted yes. Resolution declared carried.

**CORRESPONDENCE**

Treasurer Ulrich- Suspension of Township Assessor  
Mary Cobb- RV West Camp Host Request  
Heritage Society- Used Computer System  
Board of County Rd Commissioners- Emergencies  
County Treasurer- Meeting with Manatron Inc.  
DEQ- File #04-17-0030-P Kinross Lake Dredging Permit  
Charter Communications- Price Adjustments

Meeting adjourned at 8:25PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGET WORKSHOP**

**February 10, 2005**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Fred McClendon, Trustee

**4884 W. Curtis St.**

**MEMBERS ABSENT**

Wayne Donaway, Trustee

Also Present Mike Hoolsema, Larry Baker, and DeeDee Frasure.

Supervisor Oberle called the meeting to order at 6:00PM.

Board members reviewed and discussed the following budgets:

- Fire Fund
- Fair Grounds Fund
- Recreation Fund
- Property Management Fund

Supervisor called for an additional budget workshop on Tuesday, February 15, 2005 at 6:00PM.

Meeting adjourned at 8:25PM.

**KINROSS CHARTER TOWNSHIP**

**SPECIAL MEETING  
BUDGET WORKSHOP**

**February 15, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Vicki Ulrich, Treasurer

Also, present Jamie Davison and Mike Hoolsema.

Supervisor Oberle called the meeting to order at 6:05PM.

The Board reviewed and discussed the Golf Course, Ambulance and General fund Budgets.

The Board agreed to transfer twenty thousand dollars from capital reserves fund to the General Fund for capital improvements. This will bring the General Funds total balance up to \$85,122.00 to transfer to other departments that need money.

Meeting adjourned at 9:55PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 22, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee

**MEMBERS ABSENT**

Fred McClendon, Trustee

Also, present Sheila Gaines, Joe Paczkowski, Woody VanVolkenburg, Bill Palmer and Jamie Davison.

Attendance 22

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Ed DeWitt, to approve the February 22, 2005, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Vicki Ulrich, accept the February 7, 2005, regular meeting minutes with correction to Motion #4 by striking “*Any statements made since December 2, 2004, not covered under a Board approved or enforced job description be removed from his personnel file.*” A copy of the February 7, & 22, 2005, meeting minutes placed in personnel file. Accept the February 10, 2005, special meeting minutes as presented. Motion carried.

**#3 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to pay the following bills.

General Fund	10,479.81
Fire Fund	1,283.24
Ambulance Fund	16,162.45
Property Management Fund	62.61
Trail Grooming Fund	95.18
Recreation Center Fund	3,687.28
Fairgrounds Fund	13.91
Golf Course Fund	4,115.29
DPW Fund	39,207.10
Police Fund	3,106.18
Road Maintenance Fund	20,350.00

Grand Total \$98,563.05

Ck# 27011-27062

Motion carried.

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**February 22, 2005**

### **Northern Urgent Care Clinic**

Deb Muter representing the clinic requested approval of a sign application and directional signs. Deb states the clinic should open around April 1, 2005 and staffed year round seven days per week with the exception of Christmas Day. Doctors will see patients on an ongoing basis as well as urgent cases with the ability to cast and x-ray. Any major medical emergencies will be transferred to the Soo however; the clinic will have the ability to stabilize patients prior to transfer. There is also the possibility that Arfstroms Pharmacy will open a prescription shop.

**#4 MOVED:** by Ed DeWitt, second by Dan Mitchell, to approve Northern Urgent Care Clinic’s sign application as presented Motion carried.

**#5 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to allow Northern Urgent Care to place directional signs to the clinic. Motion carried.

### **PUBLIC COMMENTS**

Kinross Booster member John Gaines stated that they plan to start Bingo on March 17, 2005, now that the license is approved. Proceeds will benefit local non-profit entities such as the Fire Department, EMS Boosters, and Heritage Society.

### **SUPERVISORS REPORT**

- Supervisors Speaks printed in the Community Voice last week and posted on the townships web site.
- Board meeting agendas will be posted on the web site the Friday prior to the meeting.
- The grade inspections plans for the Street Scape Project have come in cost estimation from the engineers we are about \$125,000.00 over budget.
- Natural gas facilities coming into the area will go before the governor for approval on March 1, 2005.
- I will be meeting with Montgomery Watson's to discuss plans for clean up projects this summer.

### **DEPUTY SUPERVISORS REPORT**

- The grooming program is going great we have excellent volunteers who should be commended for their dedication.
- Deputy Supervisor Paczkowski explained the four phases of installation for the new server in the Administrative Office.

The Board discussed the February 17, 2005, MTA County Chapter meeting with Manatron regarding the billing issues. Manatron has credited the township \$1,900.00. An additional meeting will take place on March 3, 2005, with Supervisor Oberle, Treasurer Ulrich and Assessor VanVolkenburg.

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**February 22, 2005**

### **NEW BUSINESS**

Board discussed options regarding denial of permit from the DEQ for Kinross Lake Dredging.

**#6 MOVED:** by Dan Mitchell, second by Wayne Donaway, to proceed through Resolution to rescind Kinross Lake Dredging Resolutions 1, 2, 3, and 4. Motion carried.

Treasurer's office submitted request to write off un-collectable ambulance bills. Treasurer Ulrich also, requested that Ambulance write offs be submitted monthly for convenience of balancing books at the end of the month.

**#7 MOVED:** by Marvin Besteman, second by Ed DeWitt, to approve writing off the following ambulance bills: \$405.58 DOS 5/25/01, & \$965.50 DOS 9/16/01 time ran out to bill Medicare, \$54.39 DOS 5/26/04 Work comp claim, \$654.21 DOS 4/16/04, \$152.69 DOS 7/15/04, \$2,275.00 DOS 12/20/04 & \$109.57 DOS 7/16/04 deceased no estate, \$243.95 DOS 10/25/04 amount written off after insurance payment from Tricare, \$795.00 DOS 6/2/04 posted incorrectly. Total amount off write offs \$5,655.89. Motion carried.

**#8 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to approve the Gaines Land Division Application request at 15067 South Kinross Road. Motion carried.

UB Racing submitted a written request of dates they would like to use the racetrack. Board members agreed to contact the owners for clarification of what they are requesting.

**#9 MOVED:** by Ed DeWitt, second by Dan Mitchell, to extend lease agreement with Northern Lights at current rental rate until negotiations are complete and a Resolution is written. Motion carried.

DPW Superintendent Norm Perkins requested approval to trade in the departments existing compressor for a larger one. Norm stated that the pressure in the smaller compressor is fine however; it does not produce enough volume to drain larger lines. Purchasing a compressor instead of renting one will save money and they could rent the machine out to help defray the cost.

**#10 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to allow DPW Superintendent Norm Perkins to purchase a larger compressor from Midway Rentals and Sales cost not to exceed \$12,550.00 with trade in of the 2002 smaller compressor. Motion carried.

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**February 22, 2005**

Golf Course Superintendent Palmer and Course Manager Davison submitted department reports. The Personnel Committee and Park & Rec Committee submitted their February 14, 2005, meeting minutes.

#### **CORRESPONDENCE**

Richard Donaldson- Planning Commission Resignation

Fair Board- January Meeting Minutes

Mark Gill- Clarification of health care benefits provided to township trustees

Jim Schiffer- Enhancement Estimates

Meeting adjourned at 8:35PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGET WORKSHOP, COLA,  
INSURANCE COVERAGE AND INSURANCE REIMBURSEMENT**

**February 28, 2005**

**4884 W. Curtis St.**

#### **MEMBERS PRESENT**

Jason Oberle, Supervisor

Marvin Besteman Jr., Clerk

Vicki Ulrich, Treasurer (7:18PM)

Dan Mitchell, Trustee

Wayne Donaway, Trustee

Fred McClendon, Trustee

#### **MEMBERS ABSENT**

Ed DeWitt, Trustee

Also, present Joe Paczkowski, Denise Frasure, Mike Hoolsema, and members of the EMS Department.

Supervisor Oberle called the meeting to order at 5:30PM.

The Board discussed budgeted amounts COLA, health insurance coverage and cash compensation in lieu of health insurance coverage.

**#1a MOVED:** by Marvin Besteman, second by Dan Mitchell, to approve a 3% cost of living allowance effective April 1, 2005.

**#1b MOVED:** by Fred McClendon, second by Wayne Donaway, to amend the main motion from "3%" to 1.5%. Amendment carried main motion carried as amended.

**#2 MOVED:** by Wayne Donaway, second by Fred McClendon, to continue with the current health insurance coverage (suffix 004) for the 05-06 budget years. Motion carried.

**#3 MOVED:** by Marvin Besteman, second by Dan Mitchell, to approve a cash compensation of \$250.00 per month, effective April 1, 2005, for each employee who does not participate in the health insurance program as outlined in the "Flexible Benefits Plan" Motion carried.

Discussion held regarding the transfer of \$54,457.00 from the General Fund to the Rec Fund and transfer \$26,650.00 from the General Fund to the Fire Funds.

Treasurer Ulrich arrived at 7:18PM.

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**February 28, 2005**

The Board reviewed the Rec Center budget. Discussion held regarding the Golf Course budget and transferring the Club House from Property Management back to the Golf Course Board members agree to wait one additional year and review the option again. Prior to adjournment the Board reviewed possible expansions to the Golf Course Club House.

Meeting adjourned at 8:00PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**March 7, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Ed DeWitt, Trustee

Also, present Sheila Gaines, Joe Paczkowski, Woody VanVolkenburg and Alan Moses.  
Attendance: 15

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Wayne Donaway, to approve the March 7, 2005, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to accept the February 22, 2005, meeting minutes as written and accept the February 28, 2005, special meeting minutes with one addition “add the names of insurance companies that submitted quotes for health insurance other than BCBS. *John Alden, and Starmark, quotes received were higher than the current contract with BCBS. Two additional companies American Medical Security and Fortis declined to quote any rates and Golden Rule who no longer participate in the group market*”. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to pay the following bills.

General Fund	6,460.67
Fire Fund	192.28
Ambulance Fund	6,263.04
Property Management Fund	2,642.93
Trail Grooming Fund	103.41
Rec Center Fund	2,577.45
Fairgrounds Fund	13.91
Golf Course Fund	1,989.08
DPW Fund	20,327.04
Police Fund	7,644.81

Grand Total \$48,214.62

Ck#27074-27127

Motion carried.

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**March 7, 2005**

#### **PUBLIC COMMENTS**

- Resident questioned the amount of decrease in the Recreation Center budget.
- On behalf of Fire Chief Baker member Alan Moses informed the Board that the department was approved to receive grant funds from Assistance to Fire Fighters Grant Program at the Department of Homeland Security in the amount of \$35,676.00.

#### **SUPERVISORS REPORT**

- Supervisor Oberle stated that he had spoken with Waste Management and A & L Metal regarding Spring Clean Up 2005 and requested Board approval to schedule for May 21, 2005.

**#4 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve scheduling Spring Clean Up 2005 for May 21, 2005. Motion carried.

**#5 MOVED:** by Marvin Besteman, second by Wayne Donaway, to tentatively approve the 2005-2006 proposed budgets for the General, Recreation, DPW, Fire, Ambulance, Property Management, Drug Forfeiture, Road Maintenance & Repair, Snowmobile Trail Grooming, Fairgrounds, Golf Course, Pension Trust, and Police Funds. Motion carried with one no vote.

**#6 MOVED:** by Marvin Besteman, second by Fred McClendon, to schedule the 2005-2006 Budget Public Hearing for March 21, 2005 in conjunction with the regularly scheduled meeting at 7:30PM. Motion carried.

**#7 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to adopt RESOLUTION #2005-A3 To Expend Reserved Fund Balance of \$20,500.00. Roll call vote all members present voted yea. Resolution declared carried.

**#8 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to write off ambulance bill owed by the City of Sault Ste Marie for use of snowmobile and rescue sled for injured patient in Bruce township on January 19, 2003 in the amount of \$250.00. Motion carried.

**#9 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to allow Supervisor Oberle to sign the Service Agreement with War Memorial Hospital Professional Practice Billing following approval from Kevin Kalchik, CFO of War Memorial Hospital and amendments to section XVI add section e stating *“Any credit card payments received by the billing service shall be paid within fifteen days”* and section IV Compensation third sentence after *“month end”*, *“excluding those received by the collection agency”*. Motion carried.

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**March 7, 2005**

Supervisor Oberle discussed the meeting he had last week with Fleis & Vandenbrink and the Department of Transportation regarding the Street Scape Project *in* reference to bidding permits and the repaving project in 2006 on M-80 from Mackinaw Trail to 129. This is the same area that the Enhancement project will be conducted and they are recommending that the Board postpone the Street Scape Project until 2006 to prevent tearing up M-80 two seasons in a row. This would also reduce the cost of asphalt from county since they will be on site anyway. There is no official word from TEA who we have the grant through for the Enhancement Project.

**#10 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to delay the Street Scape Project until 2006 pending written extension from TEA Grant. Motion carried.

**#11 MOVED:** by Marvin Besteman, second by Dan Mitchell, to adopt the Township Boards 2005-2006 Meeting schedule as presented. Motion carried.

The Board received a memo from DPW Superintendent Norm Perkins regarding the townships No Smoking Policy.

Police Boards February 28, 2005, meeting minutes and monthly report from Chief

Micolo received.

**CORRESPONDENCE**

Chippewa County Health Department- Smoking Complaint  
Joe Juras, Risk Control Representative

Meeting adjourned at 8:05PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING and  
2005-2006 BUDGET PUBLIC HEARING**

**March 21, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Ed DeWitt, Trustee

Also, present Sheila Gaines, Joe Paczkowski, Alan Moses, Mike Hoolsema and Woody VanVolkenburg.

Attendance: 24

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve the March 21, 2005, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to accept the March 7, 2005, regular meeting minutes as presented. Motion carried.

**#3 MOVED:** by Vicki Ulrich, second by Fred McClendon, to pay the following bills.

General Fund	12,994.46
Fire Fund	1,301.24
Ambulance Fund	17,136.18
Property Management Fund	3.60
Trail Grooming Fund	475.00
Recreation Fund	2,891.78
Fairgrounds Fund	4.10
Golf Course Fund	5,573.91
DPW Fund	33,290.05
Police Fund	3,737.77
Golf Course Bond Fund	48,575.48

Grand total

\$125,983.57

Supervisor Oberle called the Budget Public Hearing to order at 7:37PM.

**BUDGET HEARING PUBLIC COMMENTS:**

- Wanda Osborn- What steps have the board taken to correct the overages during the last year. I understand the board just increased the amount of money the employees receive in lieu of insurance. If the budgets are, being reduced what is the justification for the increase for those that do not take the health insurance. I thought this same issue was brought up during the elections. Has the board done a survey of other companies and townships to see how many of them give cash compensation?
- DJ Malloy- Last summer when I wrote a grant to the tribe for 2% monies for the Rec Center the money was supposed to be used to supplement the operations not support them. The money was to be an addition to the funding from the township, here is a copy of the grant I wrote. I understand that the township had to do some cutting in each department. I just feel that as a tax payer and tribal member when we wrote this grant we were asking for certain things such as keeping programs going at the Rec Center, provide for expanded services for adults and elders, building maintenance, purchase equipment, and maybe even hiring an additional part time person. What has happened this year is that the funding from the tribe was basically taken away from the amount that the township budgeted out of the general fund. This is the only thing that the township provides to the people at no cost. So instead of the money from the tribe being a benefit what has happened is that we are getting 5.5% less services even though thirty two thousand dollars was gifted to the township I don't feel this is the best use of the money. The Rec Center is the only thing that we provide that is still free.
- Pat Haskell- Who sets the supervisors wage. Are there job descriptions for the board members?

**PUBLIC COMMENTS:**

- Booster member John Gaines informed the board that the opening night of BINGO was a huge success we had forty-four players.
- Are the residents given any discount at the golf course?

**SUPERVISORS REPORT**

- Open seats on boards and committees have been put on the township web site. Does the board want the vacancies put in the paper as well?
- The Rec survey will placed on the web site as well as inserted in the newsletter that will go out next month.
- Supervisors Speaks placed in the Community Voice.
- Jason Allen visited last week.

**#4 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to advertise vacant boards and committees seats. Motion carried.

**#5 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to adopt RESOLUTION 2005-A5 Budget Adjustment. Roll call vote all members present voted yea. Resolution declared carried.

**#6 MOVED:** by Marvin Besteman, second by Fred McClendon, to adopt RESOLUTION 2005-A7 To Loan Money From The General Fund To The Ambulance Fund. Roll call vote all members present voted yea. Resolution declared carried.

Supervisor Oberle explained that the Chippewa County Health Department has called several times about the smoking complaint and are requesting a letter stating that we are in compliance. The Board will review the policy from the County and discuss at the next meeting.

**#7 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to approve UB Racings 2005 schedule with the exception of September 2, 2005, UB Racing will need to negotiate this date with the Chippewa County Fair Board. Motion carried.

War Memorial Billing Service Agreement sent to Kevin Kalchik, CEO for review and signature. War Memorial apparently responded to the contract changes of section XVI "e" Any payment received by the billing service for a run shall be paid to the customer within fifteen (15) days. They are requesting the time frame changed from 15 days to 30 days. They also do not agree with Section IV Compensation In exchange for the services provided by the Billing Service under this Agreement, the Customer shall pay to the Billing Service compensation in the amount of \$3.00 per run plus 1.5% of the total receipts collected or monies received by the close of each "month end", excluding monies received by collection agencies. The Billing Service may deduct from monthly invoice any monies due to the Customer as spelled out under Section VI of this Agreement. Treasurer Ulrich stated she would meet with Kevin to work out the disagreements.

Discussion held regarding resurfacing Gaines Highway from Mackinaw Trail to M-80. No action taken. Township office staff requested the afternoon of March 25, 2005, off Board members stated that as long as it does not effect operations they may take time off between 12pm and 3pm for Church Services using vacation or personal time as stated in the policy.

Trail Grooming Bad Debt in the amount of \$866.28 placed on the agenda in error.

#### **DEPARTMENT MANAGERS**

Monthly report received from Golf Course Superintendent Bill Palmer.

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**March 21, 2005**

#### **COMMITTEE REPORTS**

Park & Rec meeting minutes of March 14, 2005 received.

The Personnel Committee submitted their March meeting minutes. A lengthy discussion held regarding employee job descriptions, elimination of trustee health

benefits and increase of pay. Board members requested a special meeting for Monday, March 28, 2005, at 5:30PM to review and discuss job descriptions.

No further questions or concerns regarding the 2005-2006 budgets the Public Hearing closed at 9:20PM. The Board received no correspondence in favor of or opposing the budgets.

**#8 MOVED:** by Marvin Besteman, second by Dan Mitchell, to adopt RESOLUTION 2005-A4 2005-2006 General Appropriations Act. Roll call vote all members present voted yea. Resolution declared carried.

Board members agreed to place the Assessor/Planning & Zoning budget on the special meeting agenda.

### **CORRESPONDENCE**

EUPHA -Horse Shows

Janet Garen Ambulance Service Bill

Ricky Southwell- Planning Commission appointment interest

MWH Sites of Concern Location Map

Denise VanVolkenburg – Planning Commission appointment interest

Regional Planning- Hazard Mitigation Plan

Joan Reed, Broker/Owner of Reed & Assc.- Township Real Estate

Reed & Wagner, Owners of 6341 W, M-80 – Property Improvements

Pat Cleary, Cleary Rentals- Property Purchase Request

Meeting adjourned at 9:35PM.

### **KINROSS CHARTER TOWNSHIP SPECIAL MEETING**

#### **EMPLOYEE POLICES and DELINQUENT WATER BILLS ON TRUST LAND**

**March 24, 2005**

**4884 W. Curtis St.**

#### **MEMBERS PRESENT**

Jason Oberle, Supervisor

Marvin Besteman, Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

Dan Mitchell, Trustee

Wayne Donaway, Trustee

Fred McClendon, Trustee

#### **MEMBERS ABSENT**

Also, present Sheila Gaines, Joe Paczkowski, Veronica Hickman, and Alan Moses.

Attendance 5

Supervisor Oberle called the meeting to order at 5:30PM. Supervisor Oberle stated that the special meeting posting states employee policies first however, Alan Moses EMS Director would be late therefore, we will begin with the second item on the agenda.

In June of 2003 Demawating development sold unit 9 & 10 Kristen Circle. According to the townships, records the unit needed to have a horn assembly installed. DPW Personnel installed the horn assembly on June 27, 2003. When he entered the home at number 10 Kristen Circle the horn assembly was installed on what we would call number 9 Kristen Circle. DPW Personnel did not relay information that this double unit had been converted into one home.

In November of 2004, the owners requested service discontinued in their name that they were renting the unit. A name change was done for the tenant. In February of 2005, the water was shut off for non-payment. According to Veronica from Demwating, the unit was sold and then reverted to them for non-payment. Demwating Development resold the unit this month. The new owners requested water service, office staff informed them that the unit had a delinquent bill of \$128.39 and could not turn service back on until all past bills were paid. Because this is trust, land the township cannot place a lien on the property. According to the water & sewer ordinance, we can deny service if there is a delinquent bill. Supervisor Oberle wanted to bring this matter before the Board so that they are aware of the situation. Board members agree that the policy should be adhered.

**#1 MOVED:** by Dan Mitchell, second by Ed DeWitt, to abide by policy as stated in the Ordinance 1.123 & 1.124 Article 10- Payments & Collections. Motion carried.

**Page 2**

**March 24, 2005**

Recess: 5:50PM  
Reconvene: 6:10PM

Supervisor Oberle stated that the meeting had been called primarily to investigate a situation regarding EMS Director Moses time sheet for pay period ending March 12, 2005, that had been brought to his attention. Apparently, Alan Moses had attended training on behalf of War Memorial Hospital on March 3, and March 4, 2005, and charged this time to the EMS Department.

Alan Moses stated that he did attend training for two days on behalf of War Memorial. However, the training pertains to his position with the township as well and he was uncertain if War Memorial would be paying for his time so he charged his time to the township. When asked by the Board Alan stated that he was paid by War Memorial and received a check from the hospital on the same day he received payment from the township. He stated that during the time he worked under previous Director he was allowed to charge his time to the township when attending training.

Alan was questioned as to why he did not inform his Supervisor of the training as stated in the townships education policy. Alan apologized and stated that it was an error on his part. Board members request that a copy of these meeting minutes be to be placed in Alan's personnel file.

**#2 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to accept reimbursement of 12 hours pay from Alan Moses for March 3<sup>rd</sup> and 4<sup>th</sup>, 2005. Motion carried.

Meeting adjourned at 6:35PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
REVIEW ASSESSOR/PLANNING BUDGET and  
EMPLOYEE JOB DESCRIPTIONS**

**March 28, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee

**MEMBERS ABSENT**

Fred McClendon, Trustee

Also, present Sheila Gaines, Joe Paczkowski, and Woody VanVolkenburg.

Attendance: 7

Supervisor Oberle called the meeting to order at 5:30PM.

Board discussed concerns regarding the amounts budgeted for Planning and Assessing. The Assessing budget has only a six-month operating expense. The previous board had placed half of the Assessors budget in Planning.

Ulrich arrived at 5:40PM

Trustee Mitchell stated that the Assessor receives a salary of thirty-six thousand dollars per year and approximately seventeen thousand dollars in benefits. He feels that the Board should consider an alternative plan. The township has about 2,450 parcels according to the information he has received the Board could hire someone on a contracted basis for ten dollars per lot.

**#1 MOVED:** by Dan Mitchell, second by Ed DeWitt, to request the Board look into advertising for contracting assessing effective April 1, 2005, all information regarding assessing will stay in the township and hours for the position will be established. Motion carried. Donaway- yes, Mitchell- yes, Oberle – yes, Ulrich – no, DeWitt- yes and Besteman – no. Four yes two no vote's McClendon – absent motion declared carried.

**#2 MOVED:** by Jason Oberle, second by Vicki Ulrich, to take roll calls vote on motion #1. Motion carried.

Trustee Mitchell discussed advertising for a level 2 Assessor on a contract basis.

**Page 2**

**March 28, 2005**

Clerk Besteman stated that the posting for the meeting may not comply with the opening meetings act and requested that the Board continue with the current Assessor for the 2005-2006 budget years.

**#3 MOVED:** by Dan Mitchell, second by Ed DeWitt, to advertise for a level two Assessor. Language of ad approved by township supervisor. Four yes two no votes by Ulrich and Besteman. Motion carried.

**#4 MOVED:** by Dan Mitchell, second by Wayne Donaway, to lay off Woody VanVolkenburg township Assessor effective March 31, 2005. Four yes two no votes by Ulrich and Besteman. Motion carried.

Treasurer Ulrich left the Boardroom at 6:05PM

**#5 MOVED:** by Dan Mitchell, second by Wayne Donaway, to post in house and advertise in the paper for a Zoning Administrator. Four yes one no vote by Besteman. Motion carried.

Treasurer Ulrich returned at 6:15PM.

### **PUBLIC COMMENTS**

Residents expressed concerns regarding the lay off Woody VanVolkenburg.

Board members reviewed the Deputy Supervisors and Chief Deputy Treasurer job descriptions with minor changes. All job descriptions should say "Other duties as assigned by supervisor." Trustee Mitchell stated that employee job descriptions are needed and that they are only a guideline for employees and managers. Supervisor Oberle requested Board members to review all the job descriptions and submit them for changes. Job descriptions and budgets should be simplified so that anyone is able to understand them.

Meeting adjourned at 7:05PM.

## **KINROSS CHARTER TOWNSHIP SPECIAL MEETING BUDGET ADJUSTMENT RESOLUTION**

**March 30, 2005**

**4884 W. Curtis St.**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee

### **MEMBERS ABSENT**

Fred McClendon, Trustee

Attendance 7

Supervisor Oberle called the meeting to order at 6:30PM.

**#1 MOVED:** by Ed DeWitt, second by Dan Mitchell, to adopt Budget Adjustment RESOLUTION 2005-A8. Roll call vote all members present voted yes. Resolution declared carried.

**PUBLIC COMMENT**

Resident questioned how much money was cut from the Recreation Budget.

Meeting adjourned at 6:35PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 4, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

Also, present Sheila Gaines, Joe Paczkowski, Norm Perkins, Alan Moses, and Jamie Davison.

Attendance: 42

**MEMBERS ABSENT**

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Ed DeWitt, to approve the April 4, 2005, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Marvin Besteman, second by Fred McClendon, to accept the March 21, 2005, regular meeting minutes and the March 24, 28, & 30, 2005, special meeting minutes as presented. Motion carried with one no vote.

Treasurer Ulrich expressed concerns of sequence of events and information she felt should be added to the meeting minutes. A copy of concerns is on file in the Clerks Office.

Finance committee reviewed the bills and withheld invoice #42005 check #27235 in the amount of \$40.43.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	5,738.65- 40.43
Fire Fund	1,339.15
Ambulance Fund	3,586.60
Property Management Fund	3,566.40
Trail Grooming Fund	188.10
Recreation Fund	1,480.77
Golf Course Fund	1,786.71

DPW Fund	15,121.21
Police Fund	1,053.27
Golf Course Bond Fund	6,208.00

Grand total \$40,028.43

Ck# 006 & 27203-27254

Motion carried.

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**April 4, 2005**

**PUBLIC COMMENT**

- I understand that an additional police vehicle will be purchased. Will this be purchased in the 2005 fiscal year?
- Are we moving forward with contracting out the assessor's position? How are we advertising the position? Is the position open for bids and are they available for public viewing.
- There are some of us wondering what is going on with the board. I am disillusioned, discouraged and unhappy. I believe the public has been deceived and misled by the supervisor, deputy supervisor and trustees. What really upsets me is I voted for some of you believing that you could and would be independent thinkers. Instead we have a puppet and rubber stamp. There is only one board member that can stand up for herself and do what is right. The township is broke and without enough money. We do not have enough money to pay a full time assessor but have enough money to contract assessing out. We have money misplaced I believe in the neighborhood of \$80,000.00 where is the money.
- I understood that \$30,000.00 was put aside for the golf course clubhouse and I thought the previous board put money aside for the Rec Center.
- Was money budgeted for the new server?
- Who has the right to select a deputy?
- Is the board's wages public information.
- Is it true that the current deputy supervisor makes more money than the previous deputy?
- How much is the deputy supervisor paid.
- I understood that the salary was based on the duties assigned to him.

**SUPERVISORS REPORT**

- Thank you for coming out tonight the community involvement is welcome. I hope attendance will increase to point that we will need to move the meetings to the larger room in the next couple of months. With all the cuts in revenue, it is important for you to express your thoughts and opinions.

Recess: 8:05PM

Reconvene: 8:10PM

Supervisor asked that the residents raise their hand if they have questions during new business, so we can get through the agenda in an orderly fashion, and we will recognize you.

**#4 MOVED:** by Dan Mitchell, second by Ed DeWitt, to write off ambulance bill in the amount \$80.13 DOS 8/14/01 due to bankruptcy. Motion carried.

**Page 3**

**April 4, 2005**

Golf Course Manager Jamie explained the need for a handicap accessible bathroom in the clubhouse. Discussion held regarding where the bathroom would be built and how it will coincide with any additional building improvements. Supervisors Department submitted a Resolution for the improvement project.

**#5a MOVED:** by Dan Mitchell, second by Marvin Besteman, to strike the word “members” in the sixth paragraph of Resolution 2005-S5 and replace with “users”. Motion to amend carried.

**#5b MOVED:** by Marvin Besteman, second by Dan Mitchell, to adopt RESOLUTION #2005-S5 Club House Handicap Assessable Restroom Project as amended. Roll call vote all members present voted yes Resolution declared carried as amended.

**#6 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to adopt the Chippewa County Clean In Door Air Regulation Policy. Motion carried with one no vote.

**#7 MOVED:** Ed DeWitt, second by Fred McClendon, to approve the Michigan Public Safety Communications System (MPSCS) Membership Agreement for eight (8) eight hundred MHz radios to be used by the Ambulance Department and authorize the Supervisor to sign agreement. Motion carried.

Letter received from Janet Garen requesting a bill for ambulance service be written off because they did not request or need the service. Ambulance Manager Alan Moses explained that someone passing by contacted 911 and an ambulance was dispatched to the scene. Additionally, Alan requested that the Board amend the Cost Recovery Fee Schedule to state “if service is rendered”.

**#8 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to write off \$75.00 ambulance bill account #E000075382KI. Motion carried with one no vote.

**#9 MOVED:** by Marvin Besteman, second by Dan Mitchell, to leasing sign on M-80 to UB Racing and state in agreement that the township is to receive 25% of the revenues. Motion carried.

**#10 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to authorize UB Racing to proceed with working on electrical supply in ticket booth at the Fair Grounds. Motion carried.

Dale Ulrich stated that he would assist them with the electrical.

**Page 4**

**April 4, 2005**

**#11 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to direct Supervisor to sign War Memorial Professional Service Agreement amendments as written. Motion carried.

**#12 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to adopt RESOLUTION #2005-S4 Rescind, Revoke and Replace Resolutions Regarding the Dredging of Kinross Lake and the Special Assessment District. Roll call vote all members present voted yes. Resolution declared carried.

Treasurer Ulrich stated that the Board should contact Mika, Meyers, Becket and Jones requesting a refund. As our legal counsel, they were directing us in this project and apparently, they were not acting in our best interest. Resident asked the Board if they had read the letter from the DEQ, dated December 2001 stating the township must have 100% riparian rights the project never should have been started. Lake property owner stated that the Board should request what information our legal counsel were given.

Discussion held regarding All Tel Tower Lease Agreement that has expired.

**#13 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to direct the Supervisor to retain Attorney Underhill to review the All Tel Tower Lease. Motion carried.

**#14 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to appoint John Gaines and Pat Haskell to the Road Advisory Committee, Rick Southwell and Wesley Jourden to the Planning Commission for a three year term and David Kauer to the Zoning Board of Appeals. Motion carried.

A lengthy discussion held regarding the responsibilities of the Department of Public Works. Who owns the water and sewer system and the property. Charge backs to other departments for work performed by DPW personnel. Revenues from prisons and growth of township.

Supervisor Oberle stated that personnel were working on the Rec Plan and requested that the Planning Commission begin work on updating the townships master plan. The last update was in 1997. EUP Planning assisted with the last update and may be willing to help with the next update.

**#15 MOVED:** by Dan Mitchell, second by Wayne Donaway, to direct the Planning Commission to move forward with Master Plan update. Motion carried.

**Page 5**

**April 4, 2005**

Board members discussed the inconsistencies of information from the township insurance agent.

**#16 MOVED:** by Wayne Donaway, second by Fred McClendon, to allow the Supervisor to seek information for a new insurance agent. Motion carried.

Report received from Golf Course Manager Jamie Davison requesting authorization for sign contract to correct name of golf course.

**#17 MOVED:** by Ed DeWitt, second by Marvin Besteman, to authorize Supervisor to sign contract with Tourist Oriented Directional Sign Program. Motion carried.

Committee reports received from the Police Board and Personnel Committee.

### **CORRESPONDENCE**

MTA Township Exchange  
2005 Spring District Meeting  
Dept of State-Polling Accessibility compliance letter  
Meeting adjourned at 9:45PM.

## **KINROSS CHARTER TOWNSHIP SPECIAL MEETING ZONING ADMINISTRATOR INTERVIEWS & RELATED INFORMATION**

**April 13, 2005**

**4884 W. Curtis St.**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

### **MEMBERS ABSENT**

Vicki Ulrich, Treasurer

Attendance 4

Supervisor Oberle called the meeting to order at 7:00PM.

Board members interviewed the following candidates:

- Walter Komarnizki
- Jay Tanner
- Herbert Henderson

Recess: 7:45PM

Reconvene: 7:58PM

- Richard Oliver
- Al Tester

Recess: 8:45PM

Reconvene: 8:55PM

- Henry Jones
- Debra Arley

- Michael Fuses
- James Leija

**PUBLIC COMMENT**

- Comments received regarding candidates.

Board members discussed candidates interviewed, reasons for contracting the Zoning Administrator position and references and reviews of some of the candidates.

Meeting adjourned at 10:28PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 18, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
 Marvin Besteman, Clerk  
 Vicki Ulrich, Treasurer  
 Ed DeWitt, Trustee  
 Dan Mitchell, Trustee  
 Wayne Donaway, Trustee  
 Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Joe Paczkowski, Norm Perkins, Mike Hoolsema, Alan Moses and Dee Dee Frasure.

Attendance: 39

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve the April 18, 2005, meeting agenda with three additions and one correction. Add DPW Superintendent Norm Perkins request for new truck, EMS Manager Alan Moses request for township to pay for paramedic testing of personnel who recently completed class, request from resident Ross Yule to use out lot behind his home and correct agenda to add Fire Department write off. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Dan Mitchell, to accept the April 4, 2005, regular meeting minutes as presented and the April 13, 2005, special meeting minutes with correction to Public Comment change from “Comment received on one of the candidates” to “Comments received regarding candidates”. Motion carried.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	10,366.33
Fire Fund	821.84
Ambulance Fund	22,472.28

Property Management	3,810.54
Trail Grooming Fund	239.48
Recreation Fund	3,580.45
Fairgrounds Fund	218.91
Golf Course Fund	10,039.36
DPW Fund	43,923.26
Police Fund	3,770.94
Grand total	\$99,243.39

Ck# 27262-27323

Motion carried.

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**April 18, 2005**

**SUPERVISORS REPORT**

- I will be meeting with Representative Gary McDowell on Thursday regarding the coal plant.
- We have a full agenda tonight and have also, moved public comments to the end of the meeting. However, if you have a statement regarding any issue raise your hand.

Five ambulance bills and one fire bill submitted for write off from the Treasurers Department.

**#4 MOVED:** by Marvin Besteman, second by Dan Mitchell, to approve write of \$75.00 DOS 12/27/04, \$643.00 DOS 7/2/02, \$676.00 DOS 8/21/03, \$1780.00 DOS 7/14/03 and \$599.00 DOS 1/27/1999, all patients are deceased and have no estate. Motion carried.

**#5 MOVED:** by Ed DeWitt, second by Fred McClendon, to approve writing off fire bill in the amount of \$75.00 DOS 5/26/04 for Jaime Verweibe unable to locate mailing address. Motion carried.

The following quotes were received for a new plow truck for the Department of Public Works.

- Soo Motors F-250 pickup. The truck comes with a bed liner and a backup alarm. Quote of \$20,017.
- O'Connors Chry-Dodge- Jeep, Inc. Dodge Ram 2500. Quote of \$19,699.00.
- Mackinac Sales of St. Ignace offered an F-250 pickup. The truck will come with a bed liner and a backup alarm. Quote of \$20,170. This truck comes with everything specified plus extras, limited slip axle, speed control, tilt steering wheel, roof clearance lights, and up fitter switches. This truck is on the lot and available now.
- Chippewa Motors of the Soo quoted a Dodge Ram 2500. Quote of \$18,844. This truck will come with everything requested on the specification sheet however, does not have the extras that were offered on the truck by Mackinac Sales of St. Ignace.

Superintendent Perkins stated that the three Dodge Ram trucks they have now have all had transmission problems. One Dodge has had the transmission replaced three times. Norm requested approval to purchase the F-250 from Mackinaw Sales in St. Ignace for the price of \$20,170.00.

**#6 MOVED:** by Fred McClendon, second by Dan Mitchell, to allow Norm Perkins to purchase a Green F-250 Ford Pickup Truck from Mackinaw Sales in St Ignace at a cost of \$20,170.00. Motion carried.

Discussion held regarding request from Ross Yule asking that the Board allow him to use the circle across the street from his house on June 4, 2005, for his daughter's graduation party. Board members agree that this could cause legal problems for the township. They requested that Supervisor Oberle notify him that there are facilities that could accommodate him or he should use his own back yard for the event.

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**April 18, 2005**

EMS Manager Alan Moses requested approval to pay for paramedic testing for personnel who have completed the paramedic course. Personnel signed waivers at the beginning of the course stating that they agree to continue working for Kinross until 2008 if the township paid for the course however; the agreement to pay for testing was verbal only from the previous manager.

**#7 MOVED:** by Marvin Besteman, second by Wayne Donaway, to approve paying cost of paramedic testing for Kathy Gaines, Jeremy Spencer and Paula Noble. Motion carried.

Treasurer Ulrich pointed out a couple of grammatical errors and requested changing the word "intends" in paragraph five to "reserves the right"

**#8a MOVED:** by Vicki Ulrich, second by Fred McClendon to amend Resolution 2005-T1 Department of Public Works Duties changing the word "intends" in paragraph five to "reserves the right" Motion to amend carried.

**#8b MOVED:** by Dan Mitchell, second by Fred McClendon to adopt RESOLUTION 2005-T1 Department of Public Works Duties. Roll call vote six members voted yes one member voted no Resolution declared carried as amended.

**#9a MOVED:** by Vicki Ulrich, second by Wayne Donaway, to amend spelling errors in RESOLUTION 2005 Chippewa County Mitigation Plan. Motion to amend carried.

**#9b MOVED:** by Ed DeWitt, second by Wayne Donaway, to adopt RESOLUTION 2005 Chippewa County Mitigation Plan. Roll call vote all members presented voted yes resolution declared carried as amended.

**#10 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to approve Robert Beaudry, 16025 West Kinross Lake Road Land Division Application as presented. Motion carried.

**#11 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to approve James & Donna Lockhart 8069 West Lockhart Road Land Division Application as presented. Motion carried.

UB Racing requested use of the track for a Demo Derby type event on June 29, and July 27, 2005. Request tabled pending clarification from the Nybergs. Supervisor Oberle will contact the Nybergs and ask that they attend the next meeting.

**#12 MOVED:** by Fred McClendon, second by Marvin Besteman, to approve paying DPW on call employees a minimum of a two-hour call out and insert into the personnel policy. Motion carried.

**#13 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to allow the Cedarville Schools to borrow the townships Ground Water Model. Motion carried.

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**April 18, 2005**

**#14 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to reclassify Nick Jannetta from part time to full time paramedic with benefits effective April 18, 2005. Motion carried.

**#15 MOVED:** by Marvin Besteman, second by Ed DeWitt, to advertise for proposals for RV West camp host. Six yes one no vote motion carried.

**#16 MOVED:** Vicki Ulrich, second by Dan Mitchell, to reduce by half, for a maximum of four days the rental fee of horse barns for any member of the Sheriff's Posse Convention who wish to come early or stay late. Motion carried.

**#17 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to renew Millennium Motor sports lease agreement for 2005 Go Kart Racing season with one amendment to Article I, Section 1.1 "Rain dates scheduled for Thursdays as needed provided the facilities are available." Motion carried.

Three letters of interest received for RV East Camp Host.

**#18 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to hire Janet Steiger RV East Camp Host. Motion carried.

Information received from Rec Center Director Frasure requesting permission to use one of the rooms at the center for a furniture resale shop. The Tribal Housing Authority has offered to donate used furniture from rental properties to the Rec Center for resale as a fund raising project. Board members directed Dee Dee to write up a resolution adopting the idea as a rec program.

**#19 MOVED:** by Dan Mitchell, second by Ed DeWitt, to allow the Supervisor to sign the EUPHA lease agreement with amendments and approval of dates needed. Motion carried.

Sault Tribe is requesting the use of room at the Recreation Center, at no cost, for Youth Education & Activities (YEA)

**#20 MOVED:** by Ed DeWitt, second by Wayne Donaway, to allow Sault Tribe the use of a room at the Recreation Center at no cost for Youth Education & Activities with annual review from starting date. Motion carried.

Discussion held on listing township owned properties with real estate companies. Supervisor Oberle reminded the Board about the letter from Reed & Associates who requested the township allow them to advertise township properties for sale. The Board

discussed establishing a finder's fee or several agents to list properties. Deputy Clerk Gaines stated that the Board has a motion on record regarding a finder's fee. Board will continue to research options.

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**April 18, 2005**

Supervisor Oberle discussed the possibilities of establishing a beautification project within the township-recognizing residents for the best-kept yard, or garden. Supervisor request the Board think about this and discuss the issue again at the next meeting.

Discussion held regarding long term planning for the Ambulance Department. Supervisor requested volunteers to form a task force to look in budgeting, expectations of the department, mission statement, long term planning and review of contracts. Board members Vicki Ulrich, Ed DeWitt, and Fred McClendon, residents Brenda Brownlee and John Gaines volunteered. Supervisor appointed Vicki Ulrich Chairperson and requested she contact members of task force with meeting date and agenda items.

Discussion held regarding maintenance at the Memorial Park. Supervisor explained that over the last couple of years John Gaines and his wife Bev have spent several hours mowing, weeding and planting flowers in the park. Placement of lights for flags were also, discussed. Dale Ulrich stated that he donated the lights and they just need to be wired in.

Planning Commission resignation received from Leo Wiley. Leaving one additional vacancy. Letters of interest received from Denise VanVolkenburg and David Kauer.

**#21 MOVED:** by Dan Mitchell, second by Fred McClendon, to appoint Denise VanVolkenburg to the Planning Commission. Motion carried.

#### **DEPARTMENT MANAGERS**

DPW Superintendent Perkins submitted a list of needed maintenance at the Fairgrounds. Supervisor Oberle stated that Deputy Supervisor Paczkowski would attend the April 27, 2005, Fair Board meeting and present the list to them for possible help.

Monthly report received from Greens Superintendent Bill Palmer.

#### **COMMITTEE REPORTS**

The Board received committee meeting minutes from the Personnel Committee and Park & Rec Advisory Committee.

#### **PUBLIC/BOARD COMMENTS**

- Residents stated that postponing the Street Scape Project is a good idea.
- When will the "Walk in Clinic" open?
- Reorganizing the RAB Committee.
- Any information from the Army Corp of Engineers regarding clean up projects.
- List of duties for RV West.
- Cleaning of Streets
- EMS May 14, 2005, Clean Up Day and Open House for the Department.

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**April 18, 2005**

**CORRESPONDENCE**

L. Wiley Planning Resignation  
J. Spencer Cleaning Supplies  
Elaine Rozek Sale of building  
Deb Gill Insurance Agent

Meeting adjourned at 10:00PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
REVIEW ASSESSOR APPLICATIONS, SET PRIORITIES FOR INTERVIEWS  
AND FINALIZATION OF ZONING ADMINISTRATOR**

**April 25, 2005**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**4884 W. Curtis St.**

**MEMBERS ABSENT**

Attendance 2

Supervisor called the meeting to order at 6:00PM.

Reviewed applications/proposals for Assessing position from Christine Ledergerber, Richard Oliver, Kevin Keller and Luanne Kooiman-Kauer.

**#1 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to interview Kevin Keller and Richard Oliver for Township Assessor position. Motion carried.

**#2 MOVED:** by Wayne Donaway, second by Dan Mitchell to set the amount, not to exceed, eight thousand dollars (8,000.) for the position of part time Planning & Zoning Administrator position. Motion carried.

**#3 MOVED:** by Ed DeWitt, second by Fred McClendon, to authorize the Supervisor to relocate out dated law books from the assessing office to the Kinross Heritage Society. Motion carried.

Meeting adjourned at 6:50PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
INTERVIEW ASSESSORS AND MAKE ALL DECISIONS NECESSARY TO  
EMPLOY AN ASSESSOR AND ZONING ADMINISTRATOR**

**April 28, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Wayne Donaway, Trustee

Attendance 4

Supervisor Oberle called the meeting to order at 7:00PM.  
Board members interviewed Kevin Keller and Richard Oliver for the vacant assessor position.

**#1 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to offer Richard Oliver the position of township assessor on contract basis. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to offer Richard Oliver the position of township Planning & Zoning Administrator under contract for one hundred fifty dollars (150.) per month. Motion carried.

**#3 MOVED:** by Vicki Ulrich, second by Fred McClendon, to authorize the Supervisor to consult with attorney regarding contract for the position of Assessor and Planning & Zoning Administrator. Motion carried.

Meeting adjourned at 7:52PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 2, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Joe Paczkowski and Jamie Davison.  
Attendance: 25

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve the May 2, 2005, meeting agenda with three additions. Storage trailer for the Military

Museum, credit card limit and Resolution 2005-S7 MDOC Appreciation.  
Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Marvin Besteman, to accept the April 18, 2005, April 25 & 28, 2005 special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	1,784.75
Fire Fund	755.49
Ambulance Fund	3,300.67
Property Management	2,406.16
Trail Grooming Fund	17.81
Recreation Fund	674.60
Fairgrounds Fund	10.13
Golf Course Fund	25,778.73
DPW Fund	38,598.11
Police Fund	267.79

Grand Total \$73,594.24

Ck# 27331-27333& 27388-27452

Motion carried.

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**May 2, 2005**

### **SUPERVISORS REPORT**

- All homestead applications received as of Friday, April 29, 2005, were turned over to the county.
- Spring Clean Up May 21, 2005, beginning at 6:00AM.
- Chippewa County recycling will be accepting household hazardous waste on May 21, July 16, and September 24, 2005, please call for an appointment.
- A & L Metal will be accepting metal scraps.
- Township Board has accepted Richard Oliver for Planning & Zoning and Assessing duties on a contract basis saving the township approximately \$25, 000. per year.
- State Senate bill 272 will reduce the townships revenue sharing by about 5%. I would urge everyone to contact the state senators and ask that they vote no on this bill.
- The US Army Corp of Engineers will be present at the next meeting to discuss summer clean up projects in the area.
- Correspondence received from David Rusch MDOT stating that our Streetscape grant will increase from 336,000. to 445,000.00. Phase 1 will begin in 2006.

**#4 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to adopt RESOLUTION 2005-S7 Appreciation and Support of Prison Work Crew Leaders. Roll call vote all members present voted yes. Motion carried Resolution declared adopted.

**#5 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to increase the township's credit card limit from \$5,000.00 to \$7,500.00 as presented by the finance committee. Motion carried.

Trustee Mitchell discussed the Military Museum purchasing a storage unit and where to place it.

Two proposal received for RV West Camp Host position from Constance Jones and Mary Cobb.

**#6 MOVED:** by Marvin Besteman, second by Ed DeWitt, to proceed with RV West Camp Host contract agreement with Constance M. Jones for the 2005 season. Six yes one no vote Motion carried.

**#7 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to write off ambulance bill in the amount of \$581.70 DOS 11/29/04 patient deceased and has no estate. Motion carried.

**#8 MOVED:** by Dan Mitchell, second by Ed DeWitt, to move forward with (RFP) Request For Proposals from local area Real Estate Services in the EUP to promote all available township properties currently for sale. Motion carried.

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**May 2, 2005**

**#9 MOVED:** by Ed DeWitt, second by Fred McClendon, to approve list of equipment for sealed bid auction May 24, 2005 as requested by DPW Superintendent Norm Perkins. Motion carried. Copy attached to minutes.

Information received from Rudyard Supervisor Eugene Ross regarding dust control program. Board members agreed to continue with the same plan as last year.

**#10 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve raising the cost of Golf Cart rental rate by one dollar as requested by Golf Course Manager Jamie Davison. Motion carried.

Monthly reports received from Golf Course Manager Jamie Davison and Police Chief Joe Micolo.

Police Board's April 25, 2005, meeting minutes received.

#### **PUBLIC/BOARD COMMENTS**

- Where can the sale items be seen at?
- When were these chairs purchase?
- How much are we paying the new assessor?
- What are the hours of the new assessor?
- Booster member John stated that the first month of BINGO went well.
- Several changes in the prison system that will cause the township problems due to change of crew leaders.

- Trustee Mitchell stated job descriptions would be submitted to the Board at the next meeting.

## **CORRESPONDENCE**

State of MI Attorney General Opinion to regarding Planning Commission

Don Sindles thank you to Kent Wallace

DEQ Application #04-17-0090-P

Debra Frassetto request to revoke variance of residential zoning for home business

John Underhill Water Tank Lease Agreement

Chippewa County Health Dept Clean Indoor Air Regulation

David Rusch Streetscape project

Meeting adjourned at 9:00PM.

## **KINROSS CHARTER TOWNSHIP REGULAR MEETING**

**May 16, 2005**

**4884 W. Curtis St.**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor

Marvin Besteman, Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

Dan Mitchell, Trustee

Wayne Donaway, Trustee

Fred McClendon, Trustee

### **MEMBERS ABSENT**

Also, present Sheila Gaines, Joe Paczkowski, Mike Hoolsema, Jamie Davison, Bill Palmer, and Alan Moses.

Attendance 35

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Donaway led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve the May 16, 2005, meeting agenda by adding EMS Directors Moses request to hire one additional part time person. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Marvin Besteman, to approve the May 16, 2005, meeting agenda as amended. Motion carried.

**#3 MOVED:** by Fred McClendon, second by Ed DeWitt, to accept the May 2, 2005, regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills withholding invoice #051205 check #27517 in the amount of \$31.70 pending additional review.

**#4 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund

13,297.18

Fire Fund	168.77
Property Management Fund	22,334.76- 31.70
Trail Grooming Fund	44.73
Recreation Center Fund	3,213.40
Fairgrounds Fund	5,977.06
Golf Course Fund	14,137.55
Public Works Fund	45,888.57
Police Fund	3,997.82
Road Maintenance & Repair	6,300.00

Grand Total \$116,962.82

Ck# 27453, 27456-27549

Motion carried.

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**4884 W. Curtis St.**

**US ARMY CORP OF ENGINEERS/MONTGOMERY WATSON**

Wandell Carlton representative from the Army Corp of Engineers explained that the Restoration Advisory Board (RAB) was formed in 1999. The board dissolved in June of 2004 due to lack of public participation. We need someone to volunteer for chairperson. This person would supply us with names and addresses of community members who would be willing to serve. We would also, invite residents from the Pickford area as well as Cathy Noel from the County EDC.

Mike Collentine from Montgomery Watson has been working in this area on behalf of the Army Corp since 1998. We were heavily involved with the RAB meetings. At the point when the Restoration Board was dissolved, we had developed a draft feasibility study to address the landfills left by the former air base. Specifically landfills one, two and five. Landfill #1 is up to the north of us, landfill #2 is at the intersection of Industrial Drive and M-80 and landfill #5 is over north of the airport property. These three areas were addressed to comply with Michigan regulations. At that time the Army Corp of Engineers were in the review process of the draft feasibility study, which lays out alternative and then recommends one for implementation. The alternative was to take the material in landfill two excavate it and move it up to landfill one then cap it. Landfill five is an old demolition site needing less work.

During the review process by the Corp of Engineers they recognized a new internal policy, which meant a step back, and doing a remedial report then redeveloping the feasibility study, then a proposed plan with public participation with a final decision document. We were hoping that we would be proceeding this year with moving landfill two up to landfill one however, with this new process we must go through for the government we will be delayed until probably 2007. We are going to proceed with going through the process again. This year we will be involved in installing ground water monitoring systems to look at the ground water quality however, we do not anticipate any problems. We will also be involved in doing soil samples out at the former demolition site left by the air force now the prison system is using it for their firing range.

Supervisor Oberle stated in addition to Board members serving, residents John Gaines, Don Sare and Ray Franks would also like to be involved. In addition, an advertisement

for volunteers will be part of my Supervisors Report in the Community Voice and Evening News. The Clerk or Supervisor will then provide Wandell with the names and addresses of those interested.

**#5 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to re establish the Restoration Advisory Board (RAB) to include township Board members and interested community members. Motion carried.

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**May 16, 2005**

### **SUPERVISORS REPORT**

- Talk about eliminating the Boards insurance has been discussed since November. I would like to contact MTA and request an opinion in writing regarding the possibility of eliminating insurance.

**#6 MOVED:** by Dan Mitchell, second by Fred McClendon, to retain MTA Legal Counsel for written opinion regarding the possibility of eliminating Board health insurance. Motion carried.

### **NEW BUSINESS**

A letter received from John Krentz of Rudyard regarding an ambulance bill for service he did not request nor need and asked that the Board write off the \$75.00 charge.

**#7 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to write off \$75.00 charge as requested by John Krentz for EMS services he did not use. Motion carried.

**#8 MOVED:** by Vicki Ulrich, second Marvin Besteman, to write off two ambulance bills one in the amount of \$19.89 DOS 8/14/01 and one in the amount of \$883.00 DOS 4/22/05. Both write offs due to bankruptcy. Motion carried.

**#9 MOVED:** by Vicki Ulrich, second by Fred McClendon, to hire George McClellan temporary seasonal maintenance personnel for the Golf Course. Motion carried.

**#10 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to hire Becky Brewster for the vacant Pro Shop Position and Craig Wallis Cart Attendant position temporary seasonal for the Golf Course. Motion carried.

**#11 MOVED:** by Ed DeWitt, second by Dan Mitchell, to approve the RV East and RV West Camp Host Agreements with Janice Steiger and Constance Jones. Motion carried.

**#12 MOVED:** by Ed DeWitt, second by Dan Mitchell, to allow UB Racing to reschedule their rained out Test & Tune date for May 17, 2005. Motion carried.

**#13 MOVED:** by Ed DeWitt, second by Dan Mitchell, to allow Alan Moses to advertise for one part time EMS employee as recommended by the Personnel Committee. Motion carried.

### **DEPARTMENT MANAGERS**

EMS Director reminded everyone about the Health Screening that will take place on Thursday, May 19, 2005, at the EMS Department.

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**May 16, 2005**

**COMMITTEE REPORTS**

Meeting minutes received from the Park & Rec Committee and Personnel Committee.

**PUBLIC COMMENTS**

- Memorial Day Parade Coordinator John Gaines updated the Board on activities for the day.
- Resident asked if A & L Metal was exempt from the township noise ordinance.
- Concerns expressed regarding a person who locked keys in their car and were not able to get a response from the Kinross Police Department.
- Resident asked if they could submit a resolution for permanent retention of audiotaped meeting minutes.
- Trustee DeWitt stated that the last Planning Commission meeting was very productive.

**CORRESPONDENCE**

DEQ 2006 Wellhead Protection Grant Program Application  
James Couling Community Garden  
David Kauer- ZBA & Memorial Day Parade Coordinator

Meeting adjourned at 9:00PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Health Insurance Program, EMS Employee Issue and  
Deputy Supervisor Cell Phone Reimbursement**

**May 20, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Ed DeWitt, Trustee

Also, present Shawn Raynard & Alan Moses.  
Attendance 2

Supervisor Oberle called the meeting to 6:00PM.

Shawn Raynard insurance agent explained the difference between quote from Midwest Securities compared to BCBS program the township currently has.

Board members agreed that the savings to the township is minimal. Changing insurance companies three months into the budget year could cause problems when working on the

budgets every year. General feeling of the Board is to request quotes in January for review prior to approving budgets.

Discussion and review of attorney comments held regarding an incident with EMS employee. Following review Board members directed EMS Manager Moses to write a one-year last chance agreement with the employee.

Discussion held on Deputy Supervisor's cell phone usage regarding township business.

**MOVED:** by Fred McClendon, second by Wayne Donaway, to reimburse the Deputy Supervisor the amount of money it would cost if there were a second phone on the Supervisor's cell phone plan. Motion carried.

Meeting adjourned at 7:32PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 6, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Norm Perkins, Alan Moses and Bill Palmer.  
Attendance 22

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve the June 6, 2005, meeting agenda with two additions 1-DPW on call overtime and 2-clarification on overtime and holiday policy. Motion carried.

**#2 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to accept the June 6, 2005, meeting agenda as amended. Motion carried.

**#3 MOVED:** by Ed DeWitt, second by Dan Mitchell, to accept the May 16, 2005, regular meeting minutes, the May 20, 2005, special meeting minutes as presented and the May 25, 2005, special meeting minutes with grammar correction. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#4 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	8,841.81
Fire Fund	313.20
Ambulance Fund	2,732.98
Property Management	1,829.64
Trail Grooming Fund	41.20
Recreation Center Fund	1,561.84
Fairground Fund	1,077.62
Golf Course Fund	20,573.38
DPW Fund	39,234.86
Police Fund	1,699.96
Golf Course Bond Fund	548.11

Grand Total \$78,454.60

Ck# 007-008 & 27561-27636

Motion carried.

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**June 6, 2005**

Board members honored Brenda Burby with a plaque. Brenda is a long time Girl Scout with Troop 373 who is only one of two girls in Chippewa County to achieve the Girl Scout Gold Award.

**SUPERVISORS REPORT**

- The computer lab at the Recreation Center now has internet access. Denise Frasure Rec Manager needs volunteers for the lab please contact her if you are interested in helping.
- The Township Board in conjunction with the Chippewa County Fair Board and 4-H Counsel has formed a task force to evaluate buildings in need of improvements.
- There are signs in the area stating that there will be a circus at the fairgrounds in June. Just to let you know the township has no agreement with them. We were negotiating terms for them to use the property at RV East.
- Fencing at the cemetery is being worked on as money becomes available.

**#5 MOVED:** by Vicki Ulrich, second by Fred McClendon, to pay Lee Thompson over time for call in service to the cemetery June 4, 2005. Motion carried.

Personnel Committee will review the Employee Handbook language regarding overtime pay.

**#6 MOVED:** by Wayne Donaway, second by Fred McClendon, to appoint Brenda Case and Bill Pepler to the Planning Commission. Motion carried.

**#7 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to adopt Lease Continuation Resolution 2005-S8 with Northern Light Assembly of God. Roll call vote all members voted yes. RESOLUTION declared carried.

**#8 MOVED:** by Vicki Ulrich, second by Fred McClendon, to allow Golf Course Superintendent Palmer to purchase topsoil, fertilizer, seed and starter cost not to exceed \$10,057.00. Motion carried.

**#9 MOVED:** by Ed DeWitt, second by Fred McClendon, to purchase two “Children at Play” signs for Kinross Lake Road. Motion carried.

**#10 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to adopt with amendment Resolution 2005-S9 Property Sell of 4846 E. M-80. Roll call vote all members present vote yes RESOLUTION declared carried.

**#11 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to write off Ambulance bill in the amount of \$98.61 DOS 2/22/04 patient is deceased and has no estate. Motion carried.

**#12 MOVED:** by Ed DeWitt, second by Marvin Besteman, to adopt Tax Levy Resolution 2005. Roll call vote all members present voted yes. RESOLUTION declared carried.

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**June 6, 2005**

**#13 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to adopt Resolution 2005-A-Repay Loan From General Fund to The Ambulance Fund. Roll call vote all members present voted yes. RESOLUTION declared carried.

Quotes for new flooring at the DPW Office received from Vansloten Tile in the amount of \$6,019.50 and Lagewigs Floor Covering in the amount of \$5,225.50. Superintendent Perkins requested Board approval to hire low bidder Lagewigs Floor Covering.

**#14 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to allow DPW Superintendent Perkins to purchase floor covering from Lagwigs at a cost not to exceed \$5,225.50. Motion carried.

**#15 MOVED:** by Vicki Ulrich, second by Dan Mitchell to allow DPW Superintendent Perkins to purchase a Ford Truck Chassi for the Dumpster Truck from Seldon Kalbfleisch cost not to exceed \$10,000.00. Motion carried.

The township received bids from RE/MAX and Century 21 for real estate broker service.

**#16 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to hire Real Estate Broker Services from Century 21 listing agent under contract for one year to handle township owned commercial and residential properties. Motion carried.

**#17 MOVED:** by Wayne Donaway, second by Fred McClendon, to approve amendment to RV West Camp Host Agreement by including a \$100.00 fee for cleaning services. Motion carried with one no vote

Residents Rick Southwell and Constance Jones have volunteered their service to clean the beach area at Kinross Lake.

Board members reviewed letter from Supervisor Department to the MTA regarding health insurance benefits for Board members. A typo in the Public Act number was found regarding the Health Insurance Ordinance.

Lengthy discussion held regarding employee job descriptions.

**#18 MOVED:** by Fred McClendon, second by Vicki Ulrich, to direct the job descriptions back to the Personnel Committee. Motion carried.

Personnel Committee Chair Mitchell requested that any Board members who has concerns or questions regarding the job description are asked to attend the next meeting.

**#19 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve the Employee Hand Book amendments as presented. Motion carried.

**#20 MOVED:** by Dan Mitchell, second by Fred McClendon, to accept the EMS Policies as presented. Motion carried.

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**June 6, 2005**

**#21 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to accept the Department Managers policy as presented. Motion carried.

### **DEPARTMENT MANAGERS REPORTS**

Monthly reports received from Bill Palmer and Chief Micolo.

### **COMMITTEE REPORTS**

The May 23, 2005, Police Board meeting minutes received.

Heritage member John Gaines requested use of machinery for building a pole barn for storage.

**#22 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to allow the Heritage Society to use equipment at no cost to build a pole barn for storage. Motion carried.

### **PUBLIC COMMENTS**

- Resident commented on junk vehicles and garbage in the area.
- Questions asked regarding noise level at A & L Metal.
- Resident requested that the Deputy Supervisor be eliminated.
- What is the contracted amount for the assessor?
- Resident Don Sare stated that the first RAB meeting would take place in October.

Meeting adjourned at 9:30PM.

## **KINROSS CHARTER TOWNSHIP REGULAR MEETING**

**June 20, 2005**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee

**4884 W. Curtis St.**

### **MEMBERS ABSENT**

Fred McClendon, Trustee

Also, present Sheila Gaines, Joe Paczkowski and Alan Moses.  
Attendance 29

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Ed DeWitt, to approve the June 20, 2005, meeting agenda with three additions, Resolution to oppose closing of Newberry Prison, draft letter to MTA regarding health insurance and Kinross Speedway. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Fred McClendon, to accept the June 6, 2005, regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	13,411.34
Fire Fund	209.77
Ambulance Fund	17,148.71
Property Management	532.98
Trail Grooming Fund	332.76
Recreation Center Fund	1,852.04
Fairgrounds Fund	416.66
Golf Course Fund	9,441.44
DPW Fund	47,732.84
Police Fund	3,954.83

Grand Total \$95,033.37

Ck#27645 & 27647-27709

Motion carried.

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**June 20, 2005**

### **SUPERVISORS REPORT**

- Contract with Bailey Brothers Circus finalized.
- Twenty thousand dollars received from the Sault Tribe for a new patrol vehicle.
- Volunteers needed for various projects in the community.
- New leaders for prison crews are in training.

**#4 MOVED:** by Ed DeWitt, second by Dan Mitchell, to draft resolution opposing closure of Newberry Prison. Motion carried.

**#5 MOVED:** by Dan Mitchell, second by Marvin Besteman, to approve letter to MTA requesting legal opinion regarding Board health insurance and cost of \$250.00 for written opinion from MTA legal department. Motion carried.

Trustee Donaway explained that Donna Nyburg owner of UB Racing is declining renewal of lease for racetrack.

**#6 MOVED:** by Wayne Donaway, second by Vicki Ulrich, to advertise for interested persons to lease the racetrack for the 2006 season. Motion carried.

**#7 MOVED:** by Marvin Besteman, second by Fred McClendon, to appoint Marv Chappa to the Planning Commission for remainder of Jodi Cornwell's term. Motion carried.

Discussion held on Cost Allocation plan from Maximus.

**#8 MOVED:** by Ed DeWitt, second by Dan Mitchell, to adopt RESOLUTION 2005-S10 Real Property Capital Improvement Fund. Roll call vote all members voted yes. Resolution declared carried.

Discussion held on Resolution 2005-S11 Implementing A Salary Compensation Commission and Resolution 2005-S12 Implementation of MCL 42.10, ETC. No action taken.

**#9 MOVED:** by Ed DeWitt, second by Dan Mitchell, to authorize the Baily Bros. Circus to set up on the corner of M-80 & Riley and approve cost of \$1000.00. Motion carried.

**#10 MOVED:** by Dan Mitchell, second by Ed DeWitt, to allow the Cycle Conservation Club the use of the 4-H building at \$50.00 per day and approve camping charge of \$10.00 per night. Motion carried.

First Alert Sled dog Sport, Inc. requested approval of sled dog races. Representative stated that Kinross has great trails and reputation.

**#11 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to authorize the Supervisor to proceed with negotiation of contract with First Alert Sled dog Sport, Inc. Motion carried.

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**June 20, 2005**

**#12 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to amend RV West caretakers contract to begin May 15 and end October 15, 2005. Motion carried.

**#13 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to approve amendment of section 507 paragraph 2 of the Employee Policy Manual to read Time off on holidays, sick leave, vacation leave, or any leave of absence will be considered hours worked for purposes of performing overtime calculations. Motion carried.

**#14a MOVED:** by Marvin Besteman, second by Ed DeWitt, to amend the Department Managers Policy to include detailed quarterly report and attendance of meeting once monthly.

**#14b MOVED:** by Fred McClendon, second by Dan Mitchell, to remove quarterly and replace with once per month. Motion carried with two no votes.

**#14c MOVED:** by Fred McClendon, second by Dan Mitchell, to approve detailed monthly reports from all managers and attendance at meeting once per month. Motion carried with one no vote.

Set amount for opening & closing of graves discussed the Board will review ordinance. Discussion held regarding uniform pay structure for all deputies.

**#15 MOVED:** by Dan Mitchell, second by Fred McClendon, to accept the employee Job Descriptions as presented. Motion carried.

#### **COMMITTEE MEETING MINUTES**

Park & Rec June 13, 2005, meeting minutes and the Planning Commissions June 13, 2005, meeting minutes received. Personnel Committee special meeting minutes of June 15, 2005, received.

#### **DEPARTMENT MANAGERS**

Monthly report received from Golf Course Superintendent Bill Palmer.

#### **PUBLIC/BOARD COMMENTS**

- Resident Charles Maclean expressed concerns regarding maintenance of Windermere Street. Supervisor Oberle stated that he would contact the County Road Commission.
- Questions regarding when improvements of the Golf Course Club House would take place.
- EMS employee expressed concerns regarding a memo from the department manager about meal allowances during long distance transfers. This issue will be reviewed by the Personnel Committee.

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**June 20, 2005**

#### **CORRESPONDENCE**

Tribal Chairperson-Law Enforcement check  
Tribal Chairperson- Spring Cycle 2% Funding  
Al Leonard Planning Resignation  
Jodi Cornwell Planning Resignation  
Joe Paczkowski- Harassment

Meeting adjourned at 10:05PM.

### **KINROSS CHARTER TOWNSHIP SPECIAL MEETING**

### **GOLF COURSE EXPENDITURES FOR REPLACEMENT OF PARTS CAUSED FROM LIGHTNING**

**June 27, 2005**

**4884 W. Curtis St.**

#### **MEMBERS PRESENT**

Jason Oberle, Supervisor  
Vicki Ulrich, Treasurer

#### **MEMBERS ABSENT**

Marvin Besteman Jr., Clerk

Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

Also, present Sheila Gaines, Bill Palmer and Jamie Davison.  
Attendance 4

Supervisor Oberle called the meeting to order at 5:05PM.

Greens Superintendent Palmer stated that an electrician was at the course on Friday and hooked up a generator so that Bill could manually turn the sprinkler system on. The greens are becoming stressed and corrections need to be made immediately. Board members discussed the possibility of how the township would be able to pay for the damage if the insurance company did not cover the claim.

(Trustee Donaway arrived at 5:10PM)

Board members agreed that the golf course could not wait until the insurance company makes a decision. It is too time consuming for Bill to run back and forth turning on timers. Bill stated that the electrician found additional damage between the #16 green and his house. Board members requested that Bill contact the electrician and have him put something in writing for the insurance company.

Board agrees that this is an emergency and must act now to prevent any additional damages.

**#1 MOVED:** by Dan Mitchell, second by Wayne Donaway, to loan money, in the amount not to exceed \$25,000.00, from the General Fund to the Golf Course Fund for replacement of damage to the course caused from lightning. When insurance company settles claim money will be paid back to the General Fund. Motion carried.

Meeting adjourned at 5:30PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 5, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Wayne Donaway, Trustee

Also, present Sheila Gaines, Joe Paczkowski, Joe Micolò, Norm Perkins, Alan Moses and Jamie Davison.

Attendance 28

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Marvin Besteman, second by Dan Mitchell, to approve the July 5, 2005, meeting agenda with addition of request from Helen Wilkins owner of The Bunker Bar & Grill for consideration of special event license. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Fred McClendon, to accept the June 20, 2005, regular meeting minutes and the June 27, 2005, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and with held invoice #3 check #27796 in the amount of \$300.00 pending additional information.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	4,263.63
Fire Fund	3,151.11
Ambulance Fund	6,024.16
Property Management	1,949.68
Recreation Center Fund	2,309.12
Fairground Fund	2,159.99- 300.00
Golf Course Fund	16,933.82
DPW Fund	13,496.28
Police Fund	2,825.19
Capital Impr. Bond Fund	2,157.65

Grand Total \$54,970.63

Ck# 009 & 27722-27797

Motion carried.

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**July 5, 2005**

### **SUPERVISORS REPORT**

Bob Gandolfi insurance agent from Municipal Underwriters will be here on July 18, 2005, to give a report.

**#4 MOVED:** by Ed DeWitt, second by Marvin Besteman, to appoint Rachel Fuerer to the Planning Commission. Motion carried.

Quotes for the purchase of a sandblaster received from Midway Rental \$3195.00 and Malette Construction for \$2750.00 delivered.

**#5 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to authorize DPW Superintendent Perkins to purchase a sandblaster from Malette Construction Equipment Company. Motion carried.

**#6 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to authorize DPW Superintendent Perkins to purchase three tanks from Cheboygan Cement Company for the septic field at the fairgrounds, as required by the DEQ, cost not to exceed two thousand two hundred and twenty six dollars. Motion carried.

Golf Course Manager Jamie Davison discussed wage scale and merit increases for clubhouse employees. Board requested that the Personnel Committee review this issue at the July 11, 2005, meeting.

Memo submitted by Rec Director Frasure regarding request from Open Doors Baptist Church wanting to use the Recreation Center next summer for Vacation Bible School. No representative in attendance the issue tabled pending additional information.

Discussion held regarding "Letter of Understanding" from Manatron for processing tax-related forms.

**#7 MOVED:** by Fred McClendon, second by Vicki Ulrich, to authorize the Police Department to purchase a 2005 Crown Victoria Interceptor from Signature Ford cost not exceed twenty-one thousand dollars. Motion carried.

Chief Micolo explained that the radio, radar and other needed items for the new vehicle would be paid with grant money and volunteer services.

Board discussed the 4-H kitchen inspection by the health department. Several items need attention in order to keep the food service license. DPW Superintendent is in the process of putting together quotes for repairs and other needed items. The Rec Committee will review this issue.

**#8 MOVED:** by Fred McClendon, second by Dan Mitchell, to adopt a Salary Compensation Commission Resolution. Roll call vote three yes votes three no votes RESOLUTION DEFEATED.

**Page 3**

**July 5, 2005**

**#9 MOVED:** by Fred McClendon, second by Ed DeWitt, to pay attorney fees in the amount of \$3210.50 for resolution of ambulance employee issue. Motion carried with one no vote.

**#10 MOVED:** by Marvin Besteman, second by Ed DeWitt, to transfer revenues from Bailey Brothers Circus to the Recreation Fund and Fairground Fund in the amount of \$400.00 each Motion carried.

Discussion held on future phases for real estate sales and pricing of Riley/Meehan properties no action taken.

Board reviewed cost of paving Postma Road. Board requested the Road Advisory Committee meet and make recommendations to the Board.

**#11 MOVED:** by Dan Mitchell, second by Fred McClendon, to refer Postma Road to the Road Advisory Committee and request they review other needed road maintenance and/or repairs as well. Motion carried.

**#12 MOVED:** by Ed DeWitt, second by Marvin Besteman, to approve the lot split of Lot 47 & 48, Cedar Grove Estates #1 AKA 77 Evergreen Drive, Joan Bernhardt Reed and 2 Birch Place owned by Maxine Pricopi. Motion carried.

**#13 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to approve Helen Wilkins owner of the Bunker Bar & Grill special out door event license for a beer cart on July 8, 9, 15, 16 & 17, August 6, 9, 12 & 19 and September 8, 9, & 19<sup>th</sup>, 2005, at the Oaks at Kincheloe property. Motion carried.

### **COMMITTEE REPORTS**

Police Boards June 27, 2005 meeting minutes received.

### **DEPARTMENT MANAGERS REPORTS**

Monthly reports received from Police Chief Micolo, Golf Course Manager Jamie Davison, DPW Superintendent Perkins, Office Manager Gaines and Deputy Treasurer Mahar.

### **PUBLIC COMMENTS**

- Co-Op parking lot needs repair also, a hole in the concrete outside the door at the Co-Op.
- It was my understanding that the previous board planned to switch to a different company other than Manatron.
- Will the police vehicle be purchased with money received from the tribe?
- Lowering the prices for the Riley/Meehan Property is unfair to other people that have already purchased.
- Kinross Road was half completed last year. We need to complete this project before the road collapses. The road millage renewal is coming up this year.
- Resident expressed concerns regarding not being allowed to make comments regarding agenda items prior to decisions made by the Board.

**Page 4**

**July 5, 2005**

- Thank you for at least discussing Postma Road tonight we have waited three years to even get this far.
- I support Postma Road being paved there are safety as well as health issues.
- Will the residents of Postma Road be contacted when the Road Advisory meets and when the issue is brought back before the board. In the past, we were never informed or contacted at all.
- I understand that there are two properties being sold and am wondering where the profits will be spent. What board oversees property management?

### **CORRESPONDENCE**

Bill Pepler- ZBA & Planning Resignation  
Nelson, Petruska, Atkinson & Hart, P.C. re: Ressie Stranaly

Meeting adjourned at 9:05PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BEVERAGE CART LITIGATION**

**July 14, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Vicki Ulrich, Treasurer  
Dan Mitchell, Trustee  
Ed DeWitt, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Marvin Besteman Jr., Clerk

Also, present Sheila Gaines and Attorney Underhill  
Attendance 4

Supervisor Oberle called the special meeting to order at 7:30PM and explained that Attorney Underhill representing Kinross Charter Township in regards to the beverage cart purchased by the golf course from Royal Links USA. Due to confidentially issues regarding the litigation discussion with Attorney Underhill should be discussed in closed session.

**#1 MOVED:** by Ed DeWitt, second by Fred McClendon, to go into closed session to discuss litigation with Royal Links closed session to include Deputy Gaines and Attorney Underhill. Motion carried.

Recessed to closed session 7:37PM.  
Reconvened from closed session 8:10PM.

**PUBLIC COMMENT**

None

No additional comments or questions the meeting adjourned at 8:14PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 18, 2005**

**4884 W. Curtis**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Vicki Ulrich, Treasurer

Also, present Sheila Gaines, Joe Paczkowski, Mike Hoolsema, Alan Moses, and Jamie Davison.

Attendance 31

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Ed DeWitt, second by Dan Mitchell, to approve the July 18, 2005, meeting agenda with additions have an attorney review all contracts, transmission for ambulance and ambulance intercepts. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Marvin Besteman, to accept the July 5, 2005, regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Ed DeWitt, second by Fred McClendon, to pay the following bills.

General Fund	16,084.80
Fire Fund	1,179.25
Ambulance Fund	20,210.90
Property Management	9,700.38
Trail Grooming Fund	567.93
Rec Center Fund	2,516.80
Fair Ground Fund	1,807.62
Golf Course Fund	15,527.77
DPW Fund	34,250.53
Police Fund	24,439.17

Grand Total \$126,285.15

Ck# 27806-27879

Motion carried.

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**July 18, 2005**

Township insurance agent Bob Gandolfi of Municipal Underwriters unable to attend to night's meeting he is rescheduled for August 4, 2005.

#### **PUBLIC COMMENTS**

- The bills being paid to night seem very high.
- Why is the township writing a check for the police vehicle I thought the tribe was paying for it?
- Please remember to silent your cell phones during the meeting.
- What are the payments for under property management?

#### **SUPERVISORS REPORT**

None

EMS Manager Moses informed the Board about the transmission failure in the 1996 Ford Ambulance and cost for repairs. At the last EMS Task Committee meeting discussion held regarding the possibility of beginning intercepts again

**#4 MOVED:** by Dan Mitchell, second by Marvin Besteman, to authorize the transmission repair on the 1996 Ford Ambulance cost of \$2791.61 by Speedy Transmission. Motion carried.

**#5 MOVED:** by Fred McClendon, second by Ed DeWitt, to authorize the EMS Department to begin intercepts again. Cost of \$250.00 payments within 60 days. Motion carried.

Attorney Underhill legal counsel representative for the township regarding contract with Royal Links for beverage cart stated at the Special Meeting of July 14, 2005, that the township should have an attorney review all contracts.

**#6a MOVED:** by Ed DeWitt, second by Dan Mitchell, to retain an attorney to review all contracts prior to implementation.

**#6b MOVED:** by Ed DeWitt, second by Dan Mitchell, to table motion #6a. Motion to table motion #6a defeated. Main motion defeated.

Lengthy discussion held regarding the above motion. The Board will need to separate contracts that would need reviewing from those that do not. Standard contracts for the hall rentals or use of Fairgrounds do not need review by legal counsel. Board will research and come up some agreed resolution for review of contracts.

**#7 MOVED:** by Fred McClendon, second by Dan Mitchell, to authorize Supervisor to sign and return Manatrons "Letter of Understanding" Motion carried.

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**July 18, 2005**

Golf Course Manager Davison explained an incident at the course that occurred on June 19, 2005. The golfers were spoken to on several occasions and then asked to leave because they would not follow the rules. The party then put a stop payment on their check and it was returned to the township. Jamie requests that the returned check fee be written off.

**#8 MOVED:** by Ed DeWitt, second by Fred McClendon, to write off the \$25.00 charge for stop payment on a check written to the Oaks At Kincheloe. Motion carried.

**#9 MOVED:** by Marvin Besteman, second by Ed DeWitt, allow off site storage of campers, at RV Park East and West during camping season, at \$5.00 per day, payable in advance. Motion carried with one no vote.

The Personnel Committee reviewed information from Golf Course Manager Jamie Davison regarding pro shop employees who have demonstrated excellent commit to the township by returning year after year for the same pay rate. Currently the township has no wage scale for the pro shop employees.

**#10 MOVED:** by Dan Mitchell, second by Wayne Donaway, to approve step increase of .75 cents per hour for Chris Schroeder, .50 cent per hour for Tom McKee, Jon Norton and Brandon Suchey. Motion carried.

The Personnel Committee will review wage scale at their next meeting for seasonal employees at the golf course. Amendment to employee policy stating, "All golf course seasonal employees are to receive an end of the year evaluation. Employees who have a good review will receive a .25 cent per hour pay increase upon returning the following season.

EMS Manager Alan Moses requested a .50 per hour pay increase for David Kauer who is licensed as an EMT Specialist however, when he acquired his specialist license the pay increase was overlooked.

**#11 MOVED:** by Dan Mitchell, second by Fred McClendon, to authorize fifty-cent (.50) per hour pay increase to EMS employee David Kauer effective 7/18/05 for classification from EMT Basic to EMT Specialist. Motion carried with one not vote.

**#12 MOVED:** by Dan Mitchell, second by Wayne Donaway, to hire Trevor Quinlan, part time Paramedic for the EMS Department. Motion carried with one no vote.

**Page 4**

**July 18, 2005**

**#13 MOVED:** by Dan Mitchell, second by Marvin Besteman, to discontinue immediately employees or Board members from charging meals on the township credit card. Employees for the EMS Department will paid per diem for meals when out of town. EMS Task Force to set policy with time frames. Motion carried.

**#14 MOVED:** by Ed DeWitt, second by Dan Mitchell, to remove old baseball backstop located north of RV East behind Windermere Condos. Motion carried.

Board members reviewed quotes and discussed township owned properties in need of repairs or remodeling. Supervisor Oberle stated that additional cost quotes will be available within the coming weeks and the Board will need to prioritize which ones are more important. Handicap accessible bathroom needed at the golf course we may have volunteers that would help with this project.

Discussion held regarding lots along M-80 that are for sale as well as cost of development of West Market Place.

#### **DEPARTMENT MANAGERS**

Report received from Greens Superintendent Bill Palmer.

#### **COMMITTEE REPORTS**

Planning Commission July 6 & 11, 2005, Meeting Minutes

Police Board July 11, 2005, Meeting Minutes

Personnel Committee July 11, 2005, Meeting Minutes

Park & Rec Committee July 11, 2005, Meeting Minutes

#### **PUBLIC COMMENTS**

- Explain why we are writing off a check to the golf course that was returned.
- Is the township still owed for intercepts?

- The township needs to come up with a vendor list for all departments to use.
- Realtor should be giving the township marketing ideas.
- I would like to know why there are never any campers at RV West.
- When will the Co-Op Parking lot be repaired?
- Why are the season non-skilled labors at the golf course receiving pay increase yet our officers are told that there is no money and no wage increases other than maybe a cost of living.
- What about this article in the Community Voice regarding MCL 42.10.
- Walk in clinic will open August 1, 2005.
- Traffic problems during garage sales.
- Consider setting up a committee to review the Kincheloe/Kinross post office.

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**July 18, 2005**

**CORRESPONDENCE**

Kendall & Irene Neitzel- Incident at RV Park  
 Eastern UP Regional Planning – Regional Land Use Plan Update  
 Charles Maclean- Power outage  
 Todd & Donna Nyberg- Racetrack lease agreement  
 DPW- Letter to Charles McLean regarding Windermere Maint Concerns  
 Chippewa County Health Dept- Follow up Inspection on 4-H Building.  
 Treasurer Ulrich, unable to attend meeting, submitted a memo requesting that the deputy’s pay scale be tabled so she has an opportunity to have input on the issue as it directly affects her deputy and department.

Meeting adjourned at 9:30PM.

**KINROSS CHARTER TOWNSHIP  
 REGULAR MEETING**

**August 1, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
 Vicki Ulrich, Treasurer  
 Ed DeWitt, Trustee  
 Dan Mitchell, Trustee  
 Wayne Donaway, Trustee  
 Fred McClendon, Trustee

**MEMBERS ABSENT**

Jason Oberle, Supervisor

Also, present Sheila Gaines, Joe Paczkowski, Joe Micolò, Mike Hoolsema and Alan Moses.

Attendance 31

In the absence of Supervisor Oberle Clerk Besteman called the meeting to order at 7:35PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to appoint Clerk Marvin Besteman chair for the August 1, 2005, meeting in the absence of Supervisor Oberle. Motion carried.

**#2 MOVED:** by Marvin Besteman, second by Ed DeWitt, to approve the August 1, 2005, meeting agenda with one addition to add appointment of Planning Commission member to the Zoning Board of Appeals. Motion carried.

**#3 MOVED:** by Dan Mitchell, second by Fred McClendon, to accept the July 14, 2005, special meeting minutes as presented. In addition, the July 18, 2005, regular meeting minutes with corrections to paragraph 3 of page 3 to state Golf Course seasonal employees who receive a good review will receive a .25 cent per hour pay increase upon returning the following season. Salary cap of \$8.00 per hour. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#4 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	1,796.18
Fire Fund	84.17
Ambulance Fund	5,778.74
Property Management Fund	51.54
Trail Grooming Fund	351.80
Recreation Center Fund	2,838.34
Golf Course Fund	14,056.53
DPW Fund	31,412.34
Police Fund	344.64
Grand Total	\$58,220.05

Ck# 27796 & 27892-27963

Motion carried.

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**August 1, 2005**

### **MUNICIPAL UNDERWRITERS**

Insurance agent Bob Gandolfi stated that there is a 4.1% decrease in work comp claims. Property & casualty liability has an 8% decrease. Both combined this is an \$11,200.00 reduction from last year. I have put together a summery packet of the company for the new Board members. The Kendrick Corporation has put together a booklet with all the township properties for review by the assessing department. Included in your premium is a Risk Control Manual this is a great tool for all townships.

### **PUBLIC COMMENTS**

- The RAB Committee is looking for members we have applications for anyone that is interested in joining. The RAB is in need of representatives from the county and the prison system.
- I do not have any information about what resolution A-10 is.

**#5 MOVED:** by Ed DeWitt, second by Wayne Donaway, to adopt Police Protection Special Assessment RESOLUTION 2005-1 Approval of Estimated Costs and Expenses for Annual Operation and

Maintenance of Police Protection of Special Assessment Roll. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#6 MOVED:** by Vicki Ulrich, second by Fred McClendon, to adopt Police Protection Special Assessment RESOLUTION 2005-2 Filing of Special Assessment Roll; Notice of Public Hearing. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#7 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to adopt RESOLUTION 2005-A10 Establish Public Improvement Fund. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#8 MOVED:** by Ed DeWitt, second by Fred McClendon, to approve the DPW employees to remove the flooring in the 4-H kitchen. Motion carried.

**#9 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to appoint Joseph St. Onage and James Orr to the Kinross Volunteer Fire Department pending physical and drug screening. Motion carried.

Discussion held regarding a millage for the EMS Department. EMS Task Committee will investigate the amount of mills needed to run the EMS. EMS Director Moses discussed the letter to the U.S. Department of Labor written by the EMS employees. Director Moses explained that the act has not changed since 1987 and from what he understands; the ambulance department would fall under the act.

**#10 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to appoint Marvin Chappa to the Zoning Board of Appeals as representative from the Planning Commission. Motion carried.

**Page 3**

**August 1, 2005**

**#11 MOVED:** by Fred McClendon, second by Wayne Donaway, to approve the Postma Road work in the amount of \$46,410.00 and complete the "T" on Gaines Highway in the amount of \$6,300.00. Motion carried with one no vote.

#### **DEPARTMENT MANAGERS**

Police Chief Micolo June 2005 Activity Report  
DPW Superintendent Perkins August Report  
Deputy Treasurer Mahar July Report

#### **COMMITTEE MEETING MINUTES**

Police Board July 25, 2005 Regular Meeting Minutes  
Police Board July 18, 2005 Special Meeting Minutes  
Road Advisory July 19, 2005 Special Meeting Minute  
EMS Task Force Committee Meeting Minutes

#### **PUBLIC/BOARD COMMENTS**

- Charles MacLean questioned what if anything the township could do regarding all the power outages and surges that occur in the area.

- Was the 2% application sent out to all departments?
- When will the Co Op parking lot repair take place?
- KCT has no zoning requirements for swimming pools.
- Resident asked if the letter went out to MTA regarding health insurance for Board members.

**CORRESPONDENCE**

Norris Contracting Co Op Parking lot project quote  
 Attorney Underhill Water Tank Lease Agreement  
 Sault Tribe 2% Request Application Process

Meeting adjourned at 9:10PM.

**KINROSS CHARTER TOWNSHIP  
 REGULAR MEETING**

**August 15, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
 Marvin Besteman, Clerk  
 Vicki Ulrich, Treasurer  
 Dan Mitchell, Trustee  
 Wayne Donaway, Trustee  
 Fred McClendon, Trustee

**MEMBERS ABSENT**

Ed DeWitt, Trustee

Also, present Sheila Gaines, Joe Paczkowski, Mike Hoolsema, Alan Moses and Denise Frasure.

Attendance: 31

Supervisor Oberle called the meeting to order at 7:35PM. Trustee McClendon led the Pledge of Allegiance.

**#1 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to approve the August 15, 2005, meeting agenda with addition of presentation from Army Corp of Engineers regarding RAB. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to accept the August 1, 2005, regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to pay the following bills.

General Fund	13,902.37
Fire Fund	3,999.65
Ambulance Fund	21,512.83
Property Management	8,785.13
Trail Grooming Fund	1,012.42
Recreation Fund	3,868.41
Fairgrounds Fund	3,281.11

Golf Course Fund	22,608.73
DPW Fund	70,101.83
Police Fund	5,775.75
Road Maintenance	23,205.00

Grand Total \$178,053.23

Ck# 27964 & 27974 – 28054

Motion carried.

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**August 15, 2005**

**ARMY CORP OF ENGINEERS & MONTGOMERY WATSON:**

Wandell Carlton Army Corp of Engineers project manager for remediation work in the Kincheloe area and Co-Chair representing the Army Corp for the Restoration Advisory Board (RAB). The Township Board felt it would be in the best interest of the community to reorganize the RAB. We received nine applications for membership. Deadline for applicants is August 31, 2005. These nine people have received a draft copy of the RAB Charter any changes need completing at least two weeks prior to the next meeting. At the next meeting, community RAB members will select a Chair and Co-Chair to represent them and we will sign the Charter.

Jeff Ramsby Montgomery Watson working for the Corp of Engineers doing clean up in the former Air Base since 1998. The investigations by the RAB are compared to the state criteria's for any contamination that may be found. Based on the current land use at the time will determine how to proceed with clean up.

Joe Bohannen Technical Manager for Kincheloe Air Force Base project explained the Technical Assistance for Public Participation. This program allows \$25,000.00 per year for support with a maximum of 100,000.00 dollars. The previous Board spent 20,000.00 therefore; we have 80,000.00 available to the RAB for technical assistance.

Next RAB meeting will be held on April 4, 2006, at 7:00pm. Please, submit your recommendations on the Charter to the township hall.

**ANDERSON TACKMAN:**

Ken Talsma presented the townships audit report for fiscal year ending March 31, 2005. The Township's total governmental revenues increased by approximately \$75,000. Expenses decreased by about \$219,000 compared to the previous year, primarily in the fourth quarter, with the largest reduction in Capital Outlay. Increases in revenue sharing are unlikely in fact, with the state continuing to experience budget shortfalls the potential exists for further cuts. With the cost of doing business continuing to rise, more Township budget cuts are inevitable without new voted millage dollars from the community.

A major concern for the future continues to be state-shared revenues. The State of Michigan has cut our revenue sharing by over \$100,000 since 2002. Any more cuts will result in some Township services being reduced or even eliminated. If the State proposes any further reduction in revenue sharing, we must coordinate with the Township Association, contact our State government officials, and let them know that local government provides many essential services that would be severely crippled if there were

more cuts. One area where the Township was able to save money by privatizing the assessing and zoning department. Projected savings is \$18,000 for the 2005-06 budgets and over \$28,000 for 2006-07. Privatization is cost effective option for the future.

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**August 15, 2005**

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of the Township's finances and to show the Township's accountability for the money it receives. If you have any questions about this report or need additional information, please contact the township office.

**#4 MOVED:** by Fred McClendon, second by Vicki Ulrich, to accept the township audit report. Motion carried.

**SUPERVISORS REPORT:**

Township will have a dunk tank set up at the fair to raise money for recreation and police auxiliary.

**#5 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to adopt Contract Review Resolution 2005-S13. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#6 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to approve project agreement for resurfacing Gaines Highway from Mac Trail to M-80. Motion carried.

Quote received from Norris Contracting, Inc. for repairing the co-op parking lot. DPW Superintendent and the manager of the Co-Op store met today and they are requesting additional repairs. The project will be put on hold until estimates are received.

**#7 MOVED:** by Dan Mitchell, second by Vicki Ulrich, allow the United Way of Chippewa County to use the three-phase generator for their 4<sup>th</sup> annual chili cook off September 13, 2005. Motion carried.

Line item budget for deputies pay and Special Project Manager as well has the pay scale for clubhouse employees will be reviewed during the budget process.

**#8 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve hiring one additional part time paramedic for the EMS Department. Motion carried with one no vote.

**#9 MOVED:** by Dan Mitchell, second by Fred McClendon, to hire Scott Quick part time paramedic for the EMS Department. Motion carried with two no votes.

**#10 MOVED:** by Dan Mitchell, second by Fred McClendon, to amend Section 312 of the Personnel Policy by adding "*Eligible employee classification(s): \*Regular full-time employees.*" Motion carried.

**Page 4**

**August 15, 2005**

**#11 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to amend Section 210 & 314 of the Personnel Policy Handbook by adding *“The Township will not pay expenses for any employee who has any written disciplinary actions.”* Motion carried with two no votes.

**#12 MOVED:** by Marvin Besteman, second by Fred McClendon, to decline the request from UB Racing to rent the RV West Camp Grounds on September 9 and 10, 2005. Motion carried.

**#13 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to allow the transfer of sick time to Kathy Gaines due to time frame of approval of amended personnel policy. Motion carried.

**#14 MOVED:** by Vicki Ulrich, second by Fred McClendon, to allow the accounting department to restore Kathy Gaines vacation time on pay roll records and allow the use of transferred sick time to in its place. Motion carried.

Discussion held on delinquent rent owed to the Property Management Department. Board agreed to submit a letter requesting immediate attention.

**#15 MOVED:** by Dan Mitchell, second by Marvin Besteman, to extend Kincheloe Kritters lease agreement for one-year as requested by David & Linda Schmalz. Motion carried.

**#16 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to advertise for racetrack proposals deadline October 1, 2005, ads placed in the Evening News, Mark Times and township Web site. Motion carried.

**#17 MOVED:** by Marvin Besteman, second by Dan Mitchell, allow the Great Lake Sled Dog Association (GLSDA) to use the Recreation grounds for two weekends. Motion carried.

#### **DEPARTMENT MANAGERS**

Monthly reports received from Bill Palmer and Jamie Davison.

#### **COMMITTEE REPORTS**

Personnel Committee Meeting Minutes August 8, 2005

Rec Advisory Committee Meeting Minutes August 8, 2005

Planning Commission Meeting Minutes August 8, 2005

**Page 5**

**August 15, 2005**

#### **PUBLIC COMMENTS**

- Did any members of the Board contact the electric company regarding the power outage on July 2, 2005?
- Edison sent out a survey recently if you received, I would encourage you to fill it out.
- Will the Co-Op parking lot be repaired by winter?

- Are the minutes being recorded when I read the minutes I have an entirely different take then what was recorded in the minutes.
- The power was also out at my business and resident I did not feel it was that detrimental.
- Do we still have a street sweeper I have noticed a lot of dirt and glass on the roads and the area looks terrible is there an ordinance that we could enforced?
- I am very upset two days after the election I was told that there would be a recall as soon as the six-month waiting period was over. This recall is about something other then your performance.
- Why is the Board discussing delinquent lease payments? I would think that the Property Management Department should be handling that.
- The township purchased generators in 1999 for the emergency plan that is in place. We were congratulated for how well our township is prepared for emergencies and in fact, we are the only ones in the UP that are prepared.
- The Board should be contacting the state and complaining about the gas prices.
- The supervisor should be making the decision about employees working out side jobs not the Board.
- Are BINGO workers paid?

### **CORRESPONDENCE**

Gary Cardona ZBA & Road Advisory Comm interest

John Gaines ZBA Comm interest

Rudyard TWP Resurfacing of Johnson Rd

Jeremy Spencer EMS Resignation

Senator Allen Township Website Design Congratulations

Meeting adjourned at 9:30PM.

## **KINROSS CHARTER TOWNSHIP REGULAR MEETING**

**September 6, 2005**

**4884 W. Curtis St.**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor

Marvin Besteman, Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

Dan Mitchell, Trustee

Fred McClendon, Trustee

### **MEMBERS ABSENT**

Wayne Donaway, Trustee

Also, present Sheila Gaines, Alan Moses, Norm Perkins, Larry Baker and Jamie Davison.

Attendance 41

Supervisor Oberle called the meeting to order at 7:30PM. Trustee McClendon led the Pledge of Allegiance.

**#1 MOVED:** by Ed DeWitt, second by Dan Mitchell, to accept the September 6, 2005, meeting agenda with additions of Rudyard Fire Agreement and Golf Course Rates. Motion carried.

**#2 MOVED:** by Fred McClendon, second by Dan Mitchell, to accept the August 15, 2005, meeting minutes with one addition to the townships audit report by Anderson Tackman to state that township management not Anderson Tackman wrote the summery written in the meeting minutes. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	4,503.71
Fire Fund	16,171.85
Ambulance Fund	6,737.52
Property Management Fund	1,181.67
Trail Grooming Fund	25.00
Recreation Center Fund	3,050.69
Fairgrounds Fund	3,102.04
Golf Course Fund	9,146.86
DPW Fund	20,461.56
Police Fund	1,766.87
Golf Course Bond Fund	59.94
Road Maintenance & Repair	36,006.57
Grand Total	\$102,214.28

Ck# 1499893 & 28078-28160

Motion carried.

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**September 6, 2005**

### **SUPERVISORS REPORT**

Reminder about the Police Special Assessment Public Hearing at 7:00PM tomorrow night September 7, 2005, please plan to attend and remind your neighbors.

**#4 MOVED:** by Marvin Besteman, second by Fred McClendon, to accept, pending quote is still valid from Brimley Glass & Mirror for \$2,598.00 for the removal of existing exterior entrance doors, and installation of new doors in building 313 currently rented by Northern Assembly of God. Motion carried.

**#5 MOVED:** by Vicki Ulrich, second by Fred McClendon, to approve write offs of the following ambulance amounts: \$363.96 DOS 1/28/05, \$96.10 DOS 4/25/05, \$52.19 DOS 12/14/02, \$98.61 DOS 2/22/04 and \$493.75 DOS 2/10/05. Total amount of write offs \$1104.61 the reason being that the persons owing the money are deceased and have no estate. Motion carried.

**#6 MOVED:** by Ed DeWitt, second by Dan Mitchell, to allow Strong Families/Safe Children to use of the township hall on Wednesdays from 6:00PM to 10:00PM for the months of September, October, and November beginning September 14, 2005 and ending November 16, 2005. Motion carried.

**#7 MOVED:** by Vicki Ulrich, second by Fred McClendon, to authorize invoice to Physician Billing and letter from Treasurer Ulrich to CFO Kevin Kalchik for nonperformance and failure to follow up on billing. Requesting reimbursement to the township at fair market value as stated in current contract VI. Motion carried.

Board discussed and authorized the EMS Task Force to advertise for quotes to install insulation at the Ambulance Department.

**#8 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve EMS Manager Alan Moses request for outside employment at War Memorial Hospital twenty-four hours every two weeks. Motion carried.

Treasurer Ulrich encouraged any township employees currently working outside jobs to have it approved by their Department Manager and Township Board.

**#9 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to adopt Budget Adjustment Resolution 2005-A11 as a result of unanticipated changes in revenue and expenditures. Roll call vote all members present voted yes RESOLUTION declared carried.

**#10 MOVED:** by Marvin Besteman, second by Dan Mitchell, to proceed with installation of streetlight at the corner of M-80 and Gaines Highway cost not to exceed two thousand dollars. Motion carried.

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**September 6, 2005**

**#11 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to accept James Coulings employment resignation from the Recreation Center. Motion carried.

**#12 MOVED:** by Dan Mitchell, second by Fred McClendon, to hire Mike Furrier part time for the Recreation Center. Motion carried.

**#13 MOVED:** by Ed DeWitt, second by Fred McClendon, to extend lease agreement for one year with Rachael Kronemeyer for rental of home located at 6430 W. M-80 aka fairground caretakers home. Motion carried.

**#14 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to request Supervisor work with Elcom and Attorney Underhill on Water Tank Lease Agreement with Dobson Cellular who is asking to install new antennae. Motion carried.

**#15 MOVED:** by Ed DeWitt, second by Fred McClendon, to approve agreement with Chippewa County Road Commission for improvement of Johnson Road in Kinross Township of approximately 1.0 miles at estimated cost of \$23,000.00. Motion carried.

Board members and Fire Chief Baker discussed fire protection agreement with Rudyard Township. Board agreed to pay bill at the September 19, 2005, Board meeting. Contract will be reviewed during the next budget cycle.

**#16 MOVED:** by Dan Mitchell, second by Marvin Besteman, to approve the Golf Courses fall rates effective for the remainder of the golfing season as requested by Manager Jamie Davison. Motion carried.

#### **DEPARTMENT MANAGERS REPORTS**

Monthly reports received from Police Chief Micolò, EMS Director Moses, DPW Superintendent Perkins, Golf Course Manager Davison and Administrative Office Manager Gaines.

#### **COMMITTEE REPORTS**

Board received the Police Boards August 29, 2005, meeting minutes and the EMS Task Forces August 22, 2005, meeting minutes.

#### **PUBLIC COMMENTS**

- EMS employees and members of the community demanded that the Township Board replace EMS Director Moses.
- Resident complaint received regarding interruption in electrical service and noise level from A & L Metal and the prisons shooting range.
- Resident asked when the Board intends to remodel the Golf Course Club House.

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**September 6, 2005**

#### **CORRESPONDENCE**

Judy Wright- Prescription Coverage

Midwest Claims Curves for Women

Department of Corrections Per Diem Rate Increase

Susan Mosca- Fairground complaint

Bauckham, Sparks, Rolfe, Lohrstorfer & Thall- Elimination of Health Benefits

Chippewa County Fair Board Meeting Minutes

Jesse Smart Ambulance Bill

Tonya Godfrey Ambulance Bill

Steve Severance EMS bill

Meeting adjourned at 8:35PM.

### **KINROSS CHARTER TOWNSHIP SPECIAL MEETING POLICE SPECIAL ASSESSMENT PUBLIC HEARING**

**September 7, 2005**

**4884 W. Curtis St.**

#### **MEMBERS PRESENT**

Jason Oberle, Supervisor

Marvin Besteman, Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

Dan Mitchell, Trustee

Fred McClendon, Trustee

#### **MEMBERS ABSENT**

Wayne Donaway, Trustee

Also, present Chief Micolo, Sheila Gaines, and Police Board Members.

Attendance 5

Supervisor Oberle called the Special Assessment Public Hearing to order at 7:00PM.

Chief of Police Joe Micolo presented a power point presentation.

### **PUBLIC COMMENTS**

Brenda Case-

- Are the rates going up? Does the airport pay? Why does the department have a post office box? What does the Auxiliary Police do?

Dan Mitchell-

- There are citizens concerned that the area is not covered during the time our officers are at the airport. Could the auxiliary police work at the airport?

Brenda Case-

- Do we ever have two cars out at the same time? Are there any federal grants available? What does the department do about loose dogs?

Dorothy Johnson-

- How many hours per day or week do you have an officer on duty? How is the Tribal Officer included in these hours?

The Board received no written responses for or against the Special Assessment.

Public Hearing adjourned at 9:00PM.

Copies of the Special Assessment Annual Meeting presentation are on file in the Clerks office.

## **KINROSS CHARTER TOWNSHIP REGULAR MEETING**

**September 19, 2005**

**4884 W. Curtis St.**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Fred McClendon, Trustee

### **MEMBERS ABSENT**

Wayne Donaway, Trustee

Also, present Sheila Gaines, Joe Micolo, Mike Hoolsema, Bill Palmer and Alan Moses.

Attendance 32

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Marvin Besteman, second by Fred McClendon, to approve the September 19, 2005, meeting agenda with additions of achievement presentation plaque to Raquel McClendon who was crowned Miss Teen Michigan 2006 and employee cost of living allowance (COLA). Motion carried.

**#2 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to accept the September 6, 2005, regular meeting minutes and the September 7, 2005, Police Special Assessment Public Hearing meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Fred McClendon, to pay the following bills.

General Fund	8,757.81
Fire Fund	17,821.69
Ambulance Fund	16,304.36
Property Management Fund	407.58
Trail Grooming Fund	62.40
Rec Center Fund	2,295.90
Fairgrounds Fund	971.10
Golf Course Fund	52,630.49
DPW Fund	31,816.08
Police Fund	4,131.48

Grand Total \$135,198.89

Ck# 28163 & 28171-28239

Motion carried.

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**September 19, 2005**

**SUPERVISOR REPORT**

Raquel McClendon, granddaughter of Trustee Fred McClendon, was recognized for her achievement of being crowned *Miss Teen Michigan 2006* she competed against 200 other applicants for the crown. Raquel now advances to next year's Miss Teen USA Pageant.

**#4 MOVED:** by Jason Oberle, second by Fred McClendon, to approve a 1.5% employee cost of living allowance (COLA) effective October 1, 2005. Motion carried with one no vote.

Lengthy discussion held regarding quotes received for repairing the Co-Op parking lot. Norris Contracting, INC. submitted three options ranging in prices of \$12,275.00 to \$39,370.00. Board discussed an amount of money that could be expended without going over budget.

**#5 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to authorize the Supervisor to spend up to \$15,000.00 for repair of the Co-Op parking lot. Motion carried.

EUP Title found an error in Resolution 2005-S9 Property Sell to Pat Cleary. The lot number was incorrect and request was made to rescind the resolution.

**#6 MOVED:** by Ed DeWitt, second by Fred McClendon, to rescind Resolution 2005-S9 “To Sell Property” due to error in the lot number. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#7 MOVED:** by Ed DeWitt, second by Fred McClendon, to adopt Resolution 2005-S92 “To Sell Property”. Roll call vote all members present voted yes RESOLUTION declared carried.

**#8 MOVED:** by Fred McClendon, second by Dan Mitchell, to adopt Resolution 2005-3 Confirmation of Special Assessment Roll: LIEN; Payment & Collections. Roll call vote all members present voted yes RESOLUTION declared carried.

**#9 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to write off ambulance bills in the amount of \$464.35 DOS 2/27/05 and \$1070.00 DOS 6/16/05 due to bankruptcy. Motion carried.

**#10 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to accept Joni Andary’s resignation from the Planning Commission and Road Advisory Committee. Motion carried.

**#11 MOVED:** by Dan Mitchell, second by Ed DeWitt, to advertise for Planning vacancy. Motion carried.

**Page 3**

**September 19, 2005**

Discussion held regarding a memo received from EMS Task Member requesting the removal of Brenda Brownly and advertise for a replacement.

**#12 MOVED:** by Fred McClendon, second by Dan Mitchell, to advertise for EMS Task Force member. Motion carried.

**#13 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to wave penalties on property #008-260-398-00 due to error by township. Motion carried.

**#14 MOVED:** by Marvin Besteman, second by Ed DeWitt, to submit delinquent water, sewer and garbage bills to the county as a tax lien on property. Motion carried.

Quotes received from Mackinac Sales in the amount of \$3975.00 and Gaylor Trucking in the amount of \$4493.00 for the purchase of Ford Pickup V-Plow. DPW Superintendent Norm Perkins requested approval to purchase from Gaylor Trucking.

**#15 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to allow the Department of Public Works to purchase a new Fisher V-Plow from Gaylor Trucking of Rudyard in the amount of \$4,493.00. Motion carried.

**#16 MOVED:** by Ed DeWitt, second by Dan Mitchell, to submit as presented by Department Manager the Ambulance Departments 2% application in the amount of \$93,779.00 for a new ambulance, Golf Courses 2% application in the amount of \$9,000.00 for capacity expansion project and Recreation

Center's 2% application for funding at the tribes discretion for program needs. Motion carried.

**#17 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to approve the 2005-2006 winter storage contract with the addition of a \$100.00 penalty for removal after May 1, 2006. Motion carried.

**#18 MOVED:** by Marvin Besteman, second by Ed DeWitt, to approve Great Lake Sled Dogs Race Dates of January 6-8, 2006 and February 24-26, 2006. Motion carried.

RV East Camp Host Jack Steiger explained the Passport America discount camping club. There is no cost to the township. All revenue comes from those who subscribe to the catalog. The townships campground is advertised in the magazine and we offer a one-night discount. The township will receive ten-dollars for every camper they sign up to subscribe to the magazine.

**#19 MOVED:** by Vicki Ulrich, second by Fred McClendon, to participate with Pass Port America Program offering ½ off on one nights camping fee. Motion carried.

**Page 4**

**September 19, 2005**

**#20 MOVED:** by Marvin Besteman, second by Ed DeWitt, to increase RV East camping rates from \$15.00 to \$18.00 per night effective 2006 camping season. Motion carried.

**#21 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve the Personnel Policy Handbook amendment of Section 110 Out side Employment strike *“maximum of twenty hours per week”* and *“Township Board”* add *“An employee may hold a job with another organization as long as he or she has obtained permission from “their Department Manager and the Department Managers Supervisor”* Motion carried.

Personnel Chair Dan Mitchell discussed the letter submitted to the Board on September 6, 2005, by EMS Personnel. Dan stated that though they may be legitimate concerns, they failed to comply with established procedures concerning problem resolution.

**#22 MOVED:** by Dan Mitchell, second by Marvin Besteman, to approve a Letter of Counseling for EMS employees involved in letter to the Board dated September 6, 2005, with a copy of meeting minutes. Further review will take place by the Personnel Committee when Trustee Donaway returns. Motion carried.

#### **DEPARTMENT MANAGERS**

Monthly reports received from Golf Course Superintendent Bill Palmer and Deputy Treasurer Mahar.

#### **COMMITTEE REPORTS**

Monthly meeting minutes received from the Rec Advisory and Personnel Committee.

#### **PUBLIC COMMENTS**

- Jan Sobleski- requested an estimated cost of recall election to tax payers.
- Charles Maclean- discussed power source for recorder, co-op parking lot repairs, and EMS grievance.
- Resident asked what 2% applications are.
- How many employee does DPW currently have.
- Request made to look into drainage problem on Windermere Drive.
- Resident asked what the Police Departments schedule is.

**CORRESPONDENCE**

Habitat Studies

City of SSM Intercept Charges

Meeting adjourned at 9:05PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 3, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman Jr., Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

Dan Mitchell, Trustee

Wayne Donaway, Trustee

Fred McClendon, Trustee

**MEMBERS ABSENT**

Jason Oberle, Supervisor

Also, present Sheila Gaines, James Alexander, Alan Moses, Bill Palmer, and Jamie Davison.

Attendance 21

In the absence of Supervisor Oberle Clerk Besteman called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** Ed DeWitt, second by Vicki Ulrich, to appoint Clerk Marvin Besteman chair for the October 3, 2005, meeting in the absence of Supervisor Oberle. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve the October 3, 2005, meeting agenda. Motion carried.

**#3 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to accept the September 19, 2005, regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#4 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	3,864.32
Fire Fund	586.91
Ambulance Fund	6,116.71

Property Management	3,531.10
Trail Grooming Fund	32.75
Rec Center Fund	2,022.06
Fairgrounds fund	2,115.85
Golf Course Fun	8,498.15
DPW Fund	18,987.16
Police Fund	4,221.51
Road Fund	11,500.00

Grand Total \$61,476.52

Ck# 28240 & 28254-28333

Motion carried.

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October 3, 2005

Resident stated that she is upset that the chairperson for the EMS Task Force also takes the meeting minutes and feels this is unfair. She apologized for raising her voice in anger however, continues to feel that the committee should appoint a secretary to take the minutes.

At the September 19, 2005, Board meeting a motion to allow the Supervisor to spend up to \$15,000.00 for repairs on the Co-Op Parking lot however, the quote came in over that amount and the additional charge needs approval. Board members also informed everyone that one of the entrances is blocked off due to safety issues. This entrance will be permanently removed when monies become available.

**#5 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve change order in the amount of \$2240.00 to Norris Contracting for the repairs to the Co-Op parking lot. Motion carried.

Resident requested to purchase township property on the corner of M-80 and Fair Road. The Board requests that the Supervisor proceed and have the assessing department look into the assessed value of this property for the next meeting.

**#6 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to write off ambulance bill in the amount of \$75.00 due error as recommended by EMS Director Alan Moses. Motion carried.

**#7 MOVED:** by Ed DeWitt, second by Fred McClendon, to accept employment resignation from Kevin Russell, EMT with the EMS Department. Motion Carried.

**#8 MOVED:** by Dan Mitchell, second by Wayne Donaway, to allow Golf Course Manager Jamie Davison to attend the 2006 PGA Conference cost not to exceed \$1150.00. Motion carried.

**#9 MOVED:** by Fred McClendon, second by Wayne Donaway, to allow Golf Course Superintendent Bill Palmer to purchase fungicide cost not to exceed \$9000.00. Motion carried.

## **DEPARTMENT MANAGERS**

Monthly reports received from Golf Course Superintendent Palmer, Deputy Treasurer Mahar, Golf Course Manager Davison and Chief of Police Micolo.

## **COMMITTEE MEETING MINUTES**

September meeting minutes received from the Planning Commission and Police Board.

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**October 3, 2005**

## **PUBLIC COMMENTS**

- Resident asked what the procedure is when people move out and leave furniture and garbage in the front yard.
- Heritage Society member Gaines informed the Board that several people attended the “Old School House” open house and Military Museum and were very impressed with the facilities.
- Township received an award for the best web site.

## **CORRESPONDENCE**

Charles Maclean- Request to Audio Tape Meetings

MTA- “Protecting the Vision”

Chippewa County Fair Board August Meeting Minutes

Prison Liaison September Committee Meeting Minutes

Northern Light Assembly of God Request to Turn on Parking Lot Light

Planning Commission Recommendation to Remove Ordinance #7A Sec 2

Meeting adjourned at 8:00PM.

## **KINROSS CHARTER TOWNSHIP REGULAR MEETING**

**October 17, 2005**

**4884 W. Curtis St.**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

### **MEMBERS ABSENT**

Also, present Sheila Gaines, Joe Paczkowski, Jim Alexander, Jamie Davison, Alan Moses, Mike Hoolsema, Norm Perkins and Richard Oliver.

Attendance 29

Supervisor Oberle called the meeting to order at 7:30PM. Trustee Mitchell led the Pledge of Allegiance.

**#1 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to approve the October 17, 2005, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Dan Mitchell, to accept the October 3, 2005, regular meeting minutes as presented.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	10,518.75
Fire Fund	323.14
Ambulance Fund	18,315.80
Property Management Fund	1,440.23
Trail Grooming Fund	128.39
Recreation Fund	2,582.89
Fairgrounds Fund	3,498.41
Golf Course Fund	19,636.48
DPW Fund	40,887.26
Police Fund	4,358.77
Road Maintenance	4.16

Grand Total \$101,694.28

Ck# 28334 & 28343-28424

Motion carried.

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**October 17, 2005**

### **SUPERVISORS REPORT**

We are six months into the budget year and following review they are right on track.

**#4 MOVED:** by Ed DeWitt, second by Marvin Besteman, to approve renewal of A & L Iron and Metals Junkyard/Salvage Yard license. Motion carried.

Discussion held regarding discrepancy in surveys on property owned by the Department of Public Works adjacent to Broken Toys. According to the Zoning Administrator, there are two surveys for the same property. DPW Superintendent Perkins requested a third survey be done on the property to clear up the misunderstanding. Norm stated that the township could do a land swap giving Pat a piece up on the corner and DPW would be possession of the piece of property where the fence jogs. This would also, alleviate any breach of security. We spend a lot of money on vulnerability assessments and yet we have a person who has access to the property.

**#5 MOVED:** by Dan Mitchell, second by Fred McClendon approve the additional survey of DPW property adjacent to Broken Toys. Motion carried.

Board reviewed recommendation from Deputy Supervisor Paczkowski for the purchase of 2006 Tucker TERRA Model 2000D trail groomer. The total cost of the groomer is \$124,666.27. With the grant from the DNR for \$90,000.00, \$10,000.00 trade in for the 1989 Tucker groomer and \$7,000.00 for trade in of spare parts from old Tucker the township will finance \$12,666.27 that can be paid back within two years. Currently the Grooming budget has a savings of \$7,000.00 from the last season thanks to the hard work and dedication of our volunteer groomers.

**#6 MOVED:** by Dan Mitchell, second by Wayne Donaway, to approve the purchase of a 2006 Tucker TERRA Model 2000D trail groomer townships cost of \$12,666.27 not to exceed \$15, 000.00. Motion carried.

Golf Course Manager Jamie Davison requested approval to change the Annual Green Fees Application under “Referral Discount.” This is an incentive for current annuals to receive a reduction in their fees for getting another person to join. The reduction is \$50.00 for each person they refer and is limited to three referrals. The other change to the application is a \$25.00 course beautification discount.

**#7 MOVED:** by Vicki Ulrich, second by Marvin Besteman, approve the 2006 Green Fees Application as presented by Course Manger Davison. Motion carried.

Quotes received from Elliott Plumbing & Heating in the amount of \$1,495.00, Great Lakes Services \$1,684.00 and Absolute heating & Cooling in the amount of \$1,250.00 for the installation of a new furnace in the township hall kitchen.

**#8 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to approve the quote from Absolute Heating & Cooling in the amount of \$1,250.00 for the installation of a new furnace for the township hall kitchen. Motion carried.

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**October 17, 2005**

**#9 MOVED:** by Vicki Ulrich, second by Wayne Donaway, to allow D. Jarvie to temporarily set aside vacation time to supplement scheduled sick leave in December. Motion carried.

**#10 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to change status of EMT Adam Raffaele from part-time to full-time status. Motion carried.

**#11 MOVED:** by Dan Mitchell, second by Ed DeWitt, to hire a contingent EMT and Paramedic for the EMS Department. Motion carried.

**#12 MOVED:** by Dan Mitchell, second by Fred McClendon, to appoint Scott Quick Assistant EMS Manager. Motion carried.

**#13 MOVED:** by Dan Mitchell, second by Marvin Besteman, to adopt EMS Assistant Managers job description. Motion carried.

**#14 MOVED:** by Marvin Besteman, second by Fred McClendon, to proceed negotiations with Race Association participants for leasing race track at the Community Park for stock cars. Motion carried.

**#15 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to adopt the RV East camping rates senior citizens rates: daily \$15.00, weekly \$70.00, monthly \$250.00. Full hook up rates: daily \$18.00, weekly \$100.00, monthly \$320.00 and primitive: daily \$12.00, weekly \$52.00 and monthly \$220.00. Motion carried.

**#16 MOVED:** by Marvin Besteman, second by Vicki Ulrich, to proceed with Kinross/Duke Lake assessments by Lake Superior State University Fish & Wild Life Conservation. Motion carried.

## **DEPARTMENT MANAGERS REPORTS**

Monthly reports received from Office Manager Gaines, DPW Superintendent Perkins and EMS Manager Moses.

## **COMMITTEE MEETING**

Monthly meeting minutes received from the Planning Commission, Personnel Committee and Rec Advisory Committee.

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**October 17, 2005**

## **PUBLIC COMMENTS**

- The township should have shared the letters regarding the legal opinion about the Boards health insurance with the community.
- The golf course beatification project is a good idea.
- The Board needs microphones so we can hear what people are saying.
- Which monthly meeting are the department managers suppose to attend the Board meetings?
- What is the amount of hours per week that the Supervisor must be here and is there a job description?
- How many hours do the grooming volunteers put in?
- Does the Board receive a pension?
- Since when did the township groom trails? I thought the county done that.

## **CORRESPONDENCE**

Clayton Hufnagel- Possible influenza outbreak

Norm Perkins- Sewer backup on Sheila Circle

Marilyn Travaglini- Thank you letter to Jamie Davison Golf Course Manager

Millennium Motorsports- Speedway use for 2006

Debbie Stabenow- Homeland security

Meeting adjourned at 8:45PM.

## **KINROSS CHARTER TOWNSHIP REGULAR MEETING**

**November 7, 2005**

**4884 W. Curtis St.**

### **MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee

### **MEMBERS ABSENT**

Ed DeWitt, Trustee  
Fred McClendon, Trustee

Also, present Sheila Gaines, Joe Micolo, Norm Perkins, Alan Moses, Scott Quick, Bill Palmer and Jamie Davison.

Attendance 30

Supervisor Oberle called the meeting to order at 7:30PM and led the Pledge of Allegiance.

**#1 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to approve the November 7, 2005, meeting agenda with two additions request from Bill Beacom to use two track in township section 19 for logging purposes and quotes received for installation of the Ambulance Department. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to accept the October 17, 2005, regular meeting as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to pay the following bills.

General Fund	6,539.25
Fire Fund	179.70
Ambulance Fund	1,860.65
Property Management Fund	20,055.93
Trail Grooming Fund	690.20
Recreation Center Fund	1,923.93
Fairgrounds Fund	2,827.27
Golf Course Fund	7,038.69
DPW Fund	39,997.49
Police Fund	1,399.27
Road Maint & repair millage	11,500.00

Grand Total \$94,012.38

Ck# 28433, 28434 & 28440-28535

Motion carried.

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**November 7, 2005**

### **SUPERVISORS REPORT**

I met with David Rusch of the Michigan Department of Transportation regarding the Streetscape project they are to let the streetscape bidding in the March letting in conjunction with the resurfacing project on M-80 from Mackinaw Trail to M-129.

Bob Wurschinger requested Board support to organize a Holiday Parade of Lights again this year on December 17, 2005.

**#4 MOVED:** by Wayne Donaway, second by Vicki Ulrich, to support the 2005 Parade of Lights on December 17, 2005. Motion carried.

Treasurer Ulrich informed the Board that she has been in contact with Kevin Kalchik, CFO of War Memorial hospital regarding the invoice that the Board approved to send on September 6, 2005, in reference to their failure to follow up on accounts within the 120-day period. According to Article VI of the contract, Physicians Billing is responsible for the "fair market value" of each account that is not followed up on in a timely manner. The account in question rejected by Medicaid was during the term of the 2001 contract and the agreement regarding Non-Performance Penalties were not clear. Kevin Kalchik stated that Physicians Billing would pay a maximum of 50% of the invoice sent to them.

**#5 MOVED:** by Marvin Besteman, second by Dan Mitchell, to accept the 50% offered for late penalties owed by Physicians Billing. Motion carried.

**#6 MOVED:** by Marvin Besteman, second by Wayne Donaway, to adopt the Social Security Privacy Policy in accordance with Public Act 454 of 2004. Motion carried.

**#7 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to adopt Resolution 2005-A12 Budget Adjustment. Roll call vote all members present voted yes. RESOLUTION declared carried.

Office Manager Gaines submitted quotes for a new copier for the Administrative Office. Quote from Sault Printing for a RICOH Aficio 3035 in amount of \$6,633.00, National Office products in the amount of \$6,499.00 and the Office Planning Group in the amount of \$8,781.00. Office Manager requested approval to purchase the Bizhub 7235 Digital Printer/Copier including fax kit and .01 per copy for maintenance. Money budgeted for purchase during the 05-06 budget cycle.

**#8 MOVED:** by Marvin Besteman, second by Wayne Donaway, to approve the purchase of a Bizhub 7235 with fax kit and yearly maintenance from National Office Products in the amount of \$6499.00. Motion carried.

**#9 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to allow Golf Course Superintendent Bill Palmer to purchase fertilizer in the amount of \$8682.70 for the 2006 season at a 4% discount. Motion carried.

**#10 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to adopt Resolution 2005-A13 TEA 21 Michigan Department of Transportation Enhancement Grant for funding of the M-80 Streetscape Project. Roll call vote all members present voted yes. RESOLUTION declared carried.

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**November 7, 2005**

EMS Task Force received two quotes for installation in the Ambulance Department. Harfert Builders INC. submitted a quote for \$18,044.00 and Henry J. Ware, INC. for \$14,307.00. Director Moses stated that Harfert Builders bid is for three-inch insulation R21 factor and Henry J. Wares bid for \$14,307.00 is for 2" insulation. For the 3" insulation and fire barrier there would be an additional \$11,200.00 billed by Henry J. Ware.

**#11 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve quote from Harfert Builders INC. in the amount of \$18,044.00 for insulating the Ambulance Department. Payment made from the Property Management Fund and paid back over time. Motion carried.

**#12 MOVED:** by Dan Mitchell, second by Marvin Besteman, allow Bill Beacom to use two track on township property in section 19 for access to property he is timbering providing we receive a Hold Harmless Indemnity and the two track is in the same condition, or better, when he is complete. Motion carried.

Supervisor stated he would contact Attorney Underhill and have an agreement drafted between the township and Mr. Beacom.

#### **DEPARTMENT MANAGERS**

Monthly report received from Golf Course Superintendent Bill Palmer.

#### **COMMITTEE REPORTS**

Board received the Police Boards October meeting minutes.

#### **PUBLIC COMMENTS**

- Resident requested that the Board look into what could be done with area streets that flood.
- RAB member Don Sare requested that the Draft Land Use Maps from MWH be forwarded to them.
- Kincheloe homeowner discussed the sewer backup they recently had.

#### **CORRESPONDENCE**

MWH Draft Land Use Maps

Clayton Hufnagel- Interest to Serve on Planning Commission

C.C.O.E.S. Fire Service Mutual Aid Agreement & Hazardous Material Ordinance

David Rusch Streetscape Project

May 2005 Recreation Survey Results

Meeting adjourned at 8:20PM.

### **KINROSS CHARTER TOWNSHIP REGULAR MEETING**

**November 21, 2005**

**4884 W. Curtis St.**

#### **MEMBERS PRESENT**

Marvin Besteman, Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

Dan Mitchell, Trustee

Wayne Donaway, Trustee

Fred McClendon, Trustee

#### **MEMBERS ABSENT**

Jason Oberle, Supervisor

Also, present Sheila Gaines, Joe Paczkowski, Mike Hoolsema, Alan Moses and Scott Quick.

Attendance 20

In the absence of Supervisor Oberle Clerk Besteman called the meeting to order at 7:30PM. Treasurer Ulrich led the Pledge of Allegiance.

**#1 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to appoint Clerk Marvin Besteman chair of the November 21, 2005, meeting in the absence of Supervisor Oberle. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Ed DeWitt, to approve the November 21, 2005, meeting agenda as presented. Motion carried.

**#3 MOVED:** by Vicki Ulrich, second by Fred McClendon, to accept the November 7, 2005, regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#4 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	9,450.23
Fire Fund	1,594.82
Ambulance Fund	21,637.10
Property Management Fund	62.10
Trail Grooming Fund	377.38
Recreation Center Fund	1,645.20
Fairgrounds Fund	135.52
Golf Course Fund	2,357.83
DPW Fund	23,363.44
Police Fund	3,366.66

Grand Total \$63,990.28

Ck# 28544-28603

Motion carried

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**November 21, 2005**

Board members discussed information submitted regarding the Northern Michigan Public Service Academy Agreement and Resolution no action taken at this time pending additional information from DPW Superintendent Perkins.

**#5 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to write off ambulance accounts as follows \$523.72 DOS 12/25/03, \$186.74 DOS 1/27/05, \$97.18 DOS 6/20/03, \$851.00 DOS 10/6/04 all deceased and \$195.00 DOS 3/2/05 due to bankruptcy. Total write off \$1853.66. Motion carried.

**#6 MOVED:** by Ed DeWitt, second by Wayne Donaway, to approve the dates of May 19-21, June 9-11, July 7-9 and September 15-17, 2006, for the EUPHA's use of the fairgrounds pending execution of lease agreement. Motion carried.

**#7 MOVED:** by Dan Mitchell, second by Wayne Donaway, to approve the Tri-County Speed Horse Association's use of the fairgrounds the weekend of June 24-25, 2006 pending execution of lease agreement. Motion carried.

**#8 MOVED:** by Ed DeWitt, second by Wayne Donaway, to approve the use of the fairgrounds by the Snowmobile Safety Institute for the weekends of January 9-11 and January 16-18, 2006. Motion carried.

**#9 MOVED:** by Marvin Besteman, second by Fred McClendon, to authorize DPW Superintendent Norm Perkins to proceed with Recreation Center repair

work and cleanup as presented in the October 18, 2005, memorandum-pending budget. Motion carried.

Rec Advisory Chair Besteman informed the Board that Director Frasure received a letter of interest from Connie Jones regarding the position of RV East Campground Host position for the upcoming year.

**#10 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to approve the First Alert Sled Dog Sports, INC. use of the Kinross sled dog trail for January 28-29, 2006, pending authorization from the Department of Natural Resources for use of Groomer and authorize Supervisor to negotiate agreement. Motion carried.

#### **DEPARTMENT MANAGERS**

Monthly report received from DPW Superintendent Norm Perkins.

#### **COMMITTEE REPORTS**

Planning Commission and Recreation Committee meeting minutes for November received.

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**November 21, 2005**

#### **PUBLIC COMMENTS**

- Bob and Jan Kiesling from First Alert Dog Sled Sports, INC discussed proposal for race site utilization at the Recreation Center.
- Joan Reed from Remax informed the Board that the American Red Cross would be sponsoring a Christmas Parade of Homes on Sunday, December 4, 2005, from 1:00pm – 4:00pm. Joan stated that volunteers for the event are needed.
- Resident stated that he only uses 2000 gallons of water per month and asked that he only be charged for the amount used.
- Concerns discussed regarding snowmobiles on the golf course.
- Resident questioned policy for walking on the golf course during the time they are closed.
- Resident requested a detailed cost of recall election.

#### **CORRESPONDENCE**

State of MI- Ambulance Association

Great Lakes Electrical Quote for Co-Op Parking Lot Lights

November 8, 2005 Estimate Recall Election Cost

Meeting adjourned at 8:20pm.

#### **KINROSS CHARTER TOWNSHIP SPECIAL MEETING**

**Beverage Cart, Compensation for Information Technology Administrator,  
Township Board Health Insurance, Co-Op Parking Lot Lighting and  
Additional Space for Northern Lights Assembly of God Church**

**November 30, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Wayne Donaway, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Attorney John Underhill.

Supervisor Oberle called the meeting to order at 7:00PM.

**#1 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to go into closed session with Attorney to discuss the beverage cart litigation. Motion carried.

**Recess to go into closed session at 7:03PM.**

**Reconvened from closed session at 7:36PM.**

**#2 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to authorize Supervisor Oberle to negotiate a lease agreement for use of beverage cart. Motion carried.

**#3 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve pay increase of one-dollar fifty cents (1.50) per hour to Joe Paczkowski for duties of Information Technology Administrator effective November 20, 2005. Motion carried with three no votes.

**#4 MOVED:** by Dan Mitchell, second by Wayne Donaway, to authorize Supervisor Oberle to retain an attorney to review and write Resolution and Ordinance amendment regarding the possible elimination or other alternative of Township Board health insurance cost not to exceed two-thousand dollars (\$2000.00) Motion carried with one no vote.

**#5 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to accept proposal dated November 4, 2005, from Great Lakes Electrical in the amount of four-thousand one hundred and forty dollars (\$4140.) for lighting in the Co-Op parking lot. Motion carried.

**Page 2**

**November 30, 2005**

**Recess 8:38PM**

**Reconvene 8:44PM**

Supervisor Oberle reported that Northern Lights Assembly of God Church is interested in leasing additional space in building 313. Board agrees and requests they submit a proposal.

**PUBLIC COMMENTS**

- Entrance to Co-Op should be left open
- All township boards and committees should have a least one citizen serving.
- Why does this special meeting have several items that could have waited until the next scheduled meeting in five days?

Meeting adjourned at 8:48PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 5, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
 Marvin Besteman, Clerk  
 Vicki Ulrich, Treasurer  
 Ed DeWitt, Trustee  
 Dan Mitchell, Trustee  
 Wayne Donaway, Trustee  
 Fred McClendon, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Alan Moses, Norm Perkins, Joe Micolò, Dick Oliver and Scott Quick.

Attendance 18

Supervisor Oberle called the meeting to order at 7:35PM and led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Vicki Ulrich, to approve the December 5, 2005, meeting agenda with additions of a Land Division, Deputy Treasurer's pay, EMS snow plowing quotes and PA system. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Vicki Ulrich, to accept the November 21, 2005, regular meeting and the November 30, 2005, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	10,190.48
Fire Fund	144.27
Ambulance Fund	13,032.07
Property Management	5,928.60
Trail Grooming Fund	108,471.02
Recreation Center Fund	780.65
Fairgrounds Fund	322.83
Golf Course Fund	4,222.00
DPW Fund	21,094.51
Police Fund	968.28

Grand Total  
Ck# 28619-28683  
Motion carried

\$165,154.71

**Page 2**

**December 5, 2005**

Past E.D.C. member Don Sare requested the Board reinstate the EDC Board again. Don asked that the Board research and discuss future plans prior to advertising for members.

**#4 MOVED:** by Dan Mitchell, second by Marvin Besteman, to approve the appointment of Jeffrey Kietzman Auxiliary Officer for the Police Department. Motion carried.

DPW Superintendent explained the reasons for asking that the Board approve membership to the Northern MI Public Service Academy. Board members asked that Norm look into the necessity of Article XII-Termination of Agreement by a Member. Board members prefer having the termination clause removed.

**#5 MOVED:** by Ed DeWitt, second by Fred McClendon, to adopt the DPW Test Meter Policy & Procedures. Motion carried.

Discussion held regarding property line dispute with the Department of Public Works and Broken Toys. DPW Superintendent Perkins recommends putting up a 14' gate at the west end on one of the utility easements.

**#6 MOVED:** by Ed DeWitt, second by Dan Mitchell, to request Zoning Administrator Richard Oliver to write up an agreement regarding the DPW & Broken Toys property line dispute. Motion carried with one no vote.

**#7 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to allow Strong Families Safe Children to use the township hall for their Decisions to Actions Program on Wednesday from 6:00PM -10:00PM beginning December 7, 2005 until February 15, 2006. Motion carried.

**#8 MOVED:** by Dan Mitchell, second by Fred McClendon, to adopt the Kinross Charter Township *revised* Flexible Benefits Plan. Motion carried.

**#9 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to allow EMS Director Moses to hire Billy Jo Johnson part time paramedic for the EMS Department. Motion carried.

**#10 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve the EMS Privacy Policy addendum. Motion carried.

**#11 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to appoint David Kauer the Townships Emergency Services Coordinator. Motion carried.

**#12 MOVED:** by Ed DeWitt, second by Fred McClendon, to approve Frank M. Peplinski Land Division at 15935 S. Sullivan Creek Trail, Rudyard, MI 49780 as requested in application. Motion carried.

**Page 3**

**December 5, 2005**

**#13 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to approve paying Judy Wright an additional twenty-five cents per hour when acting as Deputy Treasurer during the Chief Deputy's absence of four or more hours per day under the discretion of the Office Manager. Motion carried.

EMS Director Moses received two quotes for plowing the EMS parking lot. Larry Baker quoted a rate of \$35.00 and Brian McMillian quoted \$45.00. Director Moses asked the Board approve the quote from Mr. Baker who's quoted the lowest.

**#14 MOVED:** by Dan Mitchell, second by Fred McClendon, to accept quote from Larry Baker for plowing the EMS parking lot at a rate of \$35.00 per time. Motion carried.

**PUBLIC/BOARD COMMENTS:**

- Treasurer Ulrich stated that several people who attend the meetings complain about not being able to hear the Board. And requested that the admin staff look into the cost of a PA system.
- Planning Commission Chair Rick Southwell reminded everyone about the public meeting scheduled for Monday, December 12, 2005, at 7:30PM regarding the Master Plan update public input is needed.
- What are the townships current operating expenses?
- Does the tribe pay money in lei of taxes and if so what fund are they deposited in? Where is the money allocated?
- Do we have an ordinance for walking or snowmobiling on the golf course?
- Why are all the trees being removed on Gaines Highway?
- When will handicap restrooms be installed at the golf course?

Meeting adjourned at 9:05PM.

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 19, 2005**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jason Oberle, Supervisor  
Marvin Besteman, Clerk  
Vicki Ulrich, Treasurer  
Ed DeWitt, Trustee  
Dan Mitchell, Trustee  
Fred McClendon, Trustee

**MEMBERS ABSENT**

Wayne Donaway, Trustee

Also, present Sheila Gaines, Mike Hoolsema, Alan Moses, Joe Micolò, Richard Oliver, Bill Palmer and Jamie Davison.

Supervisor Oberle called the meeting to order at 7:30PM. Trustee McClendon led the Pledge of Allegiance.

**#1 MOVED:** by Dan Mitchell, second by Fred McClendon, to approve the December 19, 2005, meeting agenda. Motion carried.

**#2 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to accept the December 5, 2005, meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

**#3 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

General Fund	18,997.23
Fire Fund	5,432.47
Ambulance Fund	23,392.01
Property Management	6,059.93
Trail Grooming Fund	896.69
Rec Center Fund	4,967.70
Fairground Fund	2,511.84
Golf Course Fund	5,267.25
DPW Fund	72,207.02
Police Fund	6,066.21

Grand Total \$145,798.35

Ck# 28693-28792

Motion carried

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**December 19, 2005**

### **SUPERVISORS REPORT**

The G.I. inspection meeting for the Streetscape Project is scheduled for December 21, 2005. On January 4, 2006, the Final Plan meeting will be held and on March 3, 2006, the Bid Letting meeting is going to be held.

Evaluation of contract Assessing moved to the end of the agenda.

**#4 MOVED:** by Ed DeWitt, second by Marvin Besteman, to purchase physical fitness equipment for the Recreation Center with the 2% monies from the Sault Tribe. Equipment purchased from Promaxima Manufacturing, LTD in the amount of \$10,000.00 as stated in their quote dated December 15, 2005. Motion carried with one no vote.

**#5 MOVED:** by Ed DeWitt, second by Dan Mitchell, to appoint Clayton Hulfnagel for one year term expiring May 2006 to the Planning Commission. Motion carried.

**#6 MOVED:** by Vicki Ulrich, second by Marvin Besteman, to write off Ambulance Bill in the amount of \$81.49 DOS 11/14/04 deceased with no estate. Motion carried.

**#7 MOVED:** by Ed DeWitt, second by Fred McClendon, to approve the proposed lease agreements with EUPHA and Tri County Speed Horse Association for use of horse arena, horse barns and warm up area. Motion carried.

Board members discussed information from Planning Commission regarding Zoning and Permit fees. Board requests that the Commission look into cost to township and make a proposal to the Board.

Board members reviewed information submitted about the possible purchase of a PA system.

#### **DEPARTMENT MANAGERS**

Board received for review department reports from Golf Course Superintendent Palmer and Office Manager Gaines.

#### **COMMITTEE REPORTS**

Monthly meeting minutes received from Planning Commission, Personnel Committee and Recreation Committee.

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**December 19, 2005**

#### **PUBLIC COMMENTS**

- William Karr News Director for Northern Star Broadcasting 99.5 FM introduced himself. He stated that he would cover the meetings.
- Resident questioned the 2% Tribe money.
- Parade of lights went very well.
- Treasurer Ulrich requested to have the Board agendas ready on Wednesday afternoons by 5:00pm. Clerk Besteman stated that he would try it and see how well the change works.

Richard Oliver contracted Assessor for Kinross Township requested the Board go into closed session to discuss his evaluation regarding contract assessing.

**#8 MOVED:** by Vicki Ulrich, second by Dan Mitchell, to go into closed session to discuss the evaluation of contract assessing with Richard and Cindy Oliver. Motion carried.

Recess            8:23pm  
Reconvene       9:10pm

Board members discussed memo from Richard Oliver, President DSP Inc. dated December 9, 2005 regarding November 28, 2005 notice of 30-day intention to dissolve contract.

**#9 MOVED:** by Vicki Ulrich, second by Ed DeWitt, to authorize the Supervisor to negotiate terms of current and extension of current contract with D.S.P. Inc. Motion carried.

**CORRESPONDENCE**

Jan Sobleski- Use of Building 152

State of MI- EMS Inspection

David Rusch- Street Scape Project Schedule

Meeting adjourned at 9:12PM.