

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 3, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Mike Hoolsema, Dorothy Johnson, and Alan Moses.  
Attendance 12

Supervisor Palma called the meeting to order at 7:00PM. Trustee O'Brien led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the January 3, 2011, meeting agenda with addition of Administrative Office phone system and two requests from EMS Director Moses. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Brenda Case, to accept the December 20, 2010, regular meeting minutes as written. Motion carried.

The finance committee withheld one invoice for the Assessing Departments travel pending additional information and added one invoice for Attorney Dyke Justin.

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

General Fund	10,611.48 -135.54 +828.45
Fire Fund	291.26
Ambulance Fund	28,952.50
Trail Grooming Fund	117.58
Recreation Center Fund	3,809.06
Fairgrounds Fund	142.39
Golf Course Fund	2,073.47
Public Works Fund	48,016.22
Police Fund	8,417.61

Grand Total \$103,191.65

Ck#38277-38314

Motion carried.

**PUBLIC COMMENTS**

- Has the Board spent any retained earnings?
- When will they reduce the water rates?
- Will the Board cut the Department of Public Works when the rates are reduced?
- The rental money received on the water towers should be put in the general fund.
- Effective today we are on a “let run” status.

**SUPERVISORS REPORT**

Supervisor Palma- Cloverland electric will be returning the money we sent them for new poles on Water Tower Drive due to the weather.

Discussion held regarding computer purchase for the Accounting Department. Treasurer Munro has not completed her research. Trustee Case has found a company in Wisconsin that sells computers. No decision made this item will be on the January 17, 2011 meeting agenda.

Dale Hoornstra from Hoornstra Communications explained the problems with the telephone system and submitted a quote for a new system.

**#4 MOVED:** by Brenda Case, second by David Kauer, to purchase a new analog telephone system including twelve new phones and installation from Hoornstra Communications cost not to exceed four thousand four hundred dollars. Motion carried.

**#5 MOVED:** by Harvey O’Brien, second by Brenda Case, to approve the EMS Directors request to terminate Nick Smart and advertize for one additional employee. Motion carried.

Meeting minutes received from the Planning Commission.

**PUBLIC COMMENTS**

- Due to budgetary constraints, the Board reduced the Planning Commissions membership to five and now they are having two meetings per month how is this saving money?
- Will the new Golf Course Manager receive benefits?

**CORRESPONDENCE**

- Offer to purchase house at 6475 W. M-80
- Charter communications
- Federal Voting Assistance Program
- Frontier Renewable Resources
- Great Lakes Roofing quote to repair wind damage at Township Hall

Meeting adjourned at 8:20PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**TOWNSHIP BOARD  
SPECIAL MEETING  
Budgets**

**January 10, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema and Dorothy Johnson.

General Fund budget discussed and reviewed.

Budget meetings are scheduled for January 18 and 19, 2011 at 1:00PM.

Meeting adjourned at 3:30PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 17, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Sheila Gaines, Denise Frasure and Judy Wright.

Attendance 9

Meeting called to order at 7:05PM.

**#1 MOVED:** by David Kauer, second by Brenda Case, to appoint Clerk Besteman to chair the meeting in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by David Kauer, to approve the January 17, 2011 meeting agenda as presented. Motion carried.

**#3 MOVED:** by David Kauer, second by Julie Munro, to accept the January 3, 2011, regular meeting minutes and the January 10, 2011, special meeting minutes as written. Motion carried.

**#4 MOVED:** by Julie Munro, second Harvey O'Brien, to pay the following bills.

General Fund	24,716.02
Fire Fund	2,224.64
Ambulance Fund	45,264.38
Property Management Fund	22,975.25
Trail Grooming Fund	595.30
Parks Fund	1,423.46
Recreation Center Fund	8,560.79
Fairgrounds Fund	76.77
Golf Course Fund	4,365.53
Public Works Fund	77,489.85
Police Fund	12,867.78

Grand Total \$200,559.77

Ck# 38317-38383

Motion carried.

**PUBLIC COMMENTS**

- Resident asked if the Golf Course would have events.
- How is the money situation?
- The budget has a 3% for COLA I think that is ridiculous.
- Which budgets will the Board work on tomorrow?

**#5 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the purchase of two Vostro 230 mini towers and one monitor for the Accounting Department from Charm Computers. Motion carried with one no vote.

Road Committee Chair Kauer discussed recommendations including sealing up cracks in the roads, repair or replace curbing within the residential area where it was damaged by the plows.

**#6 MOVED:** by David Kauer, second by Julie Munro, to approve resurfacing of Kincheloe and Birch Place. Motion carried.

**#7 MOVED:** by David Kauer, second by Harvey O'Brien, to request a bid for design and engineering, to widen the intersection of Kincheloe and Water Tower by straightening, adding a turn lane and bike path. Motion carried.

**#8 MOVED:** by David Kauer, second by Brenda Case, to approve that when the Department of Public Works does any work to the system that involves any resurfacing that the Road Advisory Committee is contacted because there could be funds available to assist with paving. Motion carried.

**#9 MOVED:** by Harvey O'Brien, second by David Kauer, to adopt Resolution 2011-1 Collection Fee, Miscellaneous Customer Charge and Other Matters for the Township Solid Waste Collection System. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#10 MOVED:** by David Kauer, second by Julie Munro, to offer contract for RV West and RV East camp host to Mike & Charlene Schmidt. Motion carried.

**#11 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to accept DJ Malloy's resignation from the DPW Advisory Committee and appoint Leo Wiley to the Committee. Motion carried.

**#12 MOVED:** by Ed Dewitt, second by Harvey O'Brien, to proceed to solicit bids for assessing. Motion carried.

Board received reports from the DPW Advisory Committee and Road Advisory Committee.  
Board reviewed report from Rec Director Frasure.

**PUBLIC COMMENTS**

- Road Advisory Committee should be involved with the Planning Commission.
- Bob Wurschinger will be retiring from the Fire Department.

**CORRESPONDENCE**

Accountant Hoolsema- Investments  
Assistant Accountant Wright- Computer Access  
D.J. Malloy- DPW Advisory Committee Resignation  
Leo Wiley- Interest to serve on DPW Advisory Committee  
Dee Dee Frasure Rec Director- Township Recreation Programs

Meeting adjourned at 8:40PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budget Workshop**

**January 18, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor

Marvin Besteman, Clerk

Julie Munro, Treasurer

David Kauer, Trustee

Brenda Case, Trustee

Ed DeWitt, Trustee

Harvey O'Brien, Trustee

Also, present Mike Hoolsema and Denise Frasure.

Clerk Besteman called the meeting to order at 1:00PM. Board appointed Marv Besteman Clerk to chair the meeting in the absence of the Supervisor.

The Recreation and Parks budgets were reviewed.

Supervisor Palma arrived at 2:05PM.

The Board discussed and reviewed the Grooming and Fairgrounds budgets.

Meeting adjourned at 3:05PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budgets**

**January 19, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

David Kauer, Trustee

Also, present Mike Hoolsema, Rick LaDuke and Norm Perkins.  
Attendance 2

Supervisor called the meeting to order at 1:00PM.

The Board reviewed the Fire Fund and Water, Sewer and Garbage Funds for the Department of Public Works budgets.

Meeting adjourned at 3:20PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor



**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budgets**

**January 31, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Alan Moses and Dorothy Johnson.

Supervisor Palma called the meeting to order at 1:10PM.

The Board reviewed the Ambulance and Property Management Funds.

Discussion held on the requested amount of money needed from the General Fund. The Fire Department is asking for \$74,718.00, Recreation Center needs \$104,150.00 to operate and the Fair Grounds \$4,815.00.

It has been determined that the General Fund has \$53,929.00 to allocate to these departments.

Meeting adjourned at 3:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 7, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Dee Dee Frasure, Joe Micolo, Bill Palmer and Dick Oliver.  
Attendance 38

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the February 7, 2011, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by David Kauer, to accept the January 17, 2011, regular meeting minutes and the January 18<sup>th</sup> & 19<sup>th</sup> special meeting minutes as written. Motion carried.

**#3 MOVED:** by Julie Munro, second by Harvey O'Brien, to pay the following bills.

General Fund	21,684.55
Fire Fund	6,420.68
Ambulance Fund	30,663.86
Property Management Fund	1,826.34
Road Maintenance & Repair Fund	12,060.82
Trail Grooming Fund	683.13
Parks Fund	(271.04)
Recreation Center Fund	5,785.60
Fairgrounds Fund	604.82
Golf Course Fund	4,186.40
Public Works Fund	104,479.85
Police Fund	8,983.28

Grand Total \$197,108.29

Motion carried with one no vote.

**PUBLIC COMMENTS**

- Resident asked about the township's finances.
- Resident questioned why a township purchase request would have a personal delivery address and not the township's.
- Discussion held regarding possible closing of the Recreation Center due to budget constraints. Discussion held on the requested amount of money needed from the General Fund. The Fire Department is asking for \$74,718.00, Recreation Center needs \$104,150.00 to operate and the Fair Grounds \$4,815.00. It has been determined that the General Fund has \$53,929.00 to allocate to these departments
- DPW Advisory member Bernhardt questioned the Edward D Jones investments.

Bill McLeod from Edward D Jones explained the township's investments and stated that he is in touch with the Treasurer monthly.

Recess 8:10PM

Reconvened 8:25PM

Board scheduled the Golf Course Manager interviews for Friday, February 11, 2011 beginning at 9:00am and requested the Deputy Clerk to contact the applicants.

**#4 MOVED:** by David Kauer, second by Ed DeWitt, to adopt Resolution 2011-2 Alternate Date for March Board of Review. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#5 MOVED:** by Harvey O'Brien, second by David Kauer, to approve the County Road Commission agreement and pay 50% of asphalt milling cost in the amount of \$12,060.82. Motion carried.

**#6 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to back charge all customers in the special assessment district receiving garbage service for the month of December. Motion carried.

The Board acknowledged Deputy Supervisor Johnson's resignation effective Friday, February 4, 2011.

**#7 MOVED:** by Ed DeWitt, second by David Kauer, to approve the Land Contract template as presented. Motion carried.

Information received from Treasurer Munro requesting to purchase a Dell Computer. No action taken. Board reviewed information regarding the grooming program. Discussion held on advertising for Zoning Administrator. Police Board meeting minutes received. Chief of Police Micolo submitted monthly report.

**CORRESPONDENCE**

Richard Bernhardt- Reactivating Position of Township Superintendent

Fair Board- Meeting Minutes

MT A- Chapter Meeting Minutes

Woodside Rentals Thank you to Smith Sanitation Service

The Oaks At Kincheloe

MT A Online Learning

Meeting adjourned at 8:50PM

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budgets**

**February 9, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee

**MEMBERS ABSENT**

David Kauer, Trustee

Also, present Mike Hoolsema and Denise Frasure.

Supervisor Palma called the meeting to order at 1:00PM.

Board discussed the Recreation, Fire and General Fund budgets.

Meeting adjourned at 3:45PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budgets**

**February 10, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Bill Palmer and Herman Calkins.

Supervisor Palma called the meeting to order at 1:00PM.

Board reviewed the Golf Course, Fire Department and General Fund budgets.

Meeting adjourned at 3:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Golf Course Manager Interviews  
Budgets**

**February 11, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee

**MEMBERS ABSENT**

Supervisor Palma called the meeting to order at 9:00AM.

Board interviewed applicants Denise Frasure, Kerry Fountain, Michael Rapelje, James Spencer, Donald Hober.

Recess 11:15  
Reconvene 12:00

Craig Hoffman, Albert Bertram and Gregory Prusik were interviewed.

Board discussed budgets.

Meeting adjourned at 3:00PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budgets and Golf Course Interviews**

**February 14, 2011**

**4884 W Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Sheila Gaines and Mike Hoolsema.

Meeting called to order at 2:00PM. Clerk Besteman nominated to chair the meeting in the absence of the Supervisor.

The Board reviewed the Water & Sewer budgets, Garbage Collection, Road Maintenance & Repair Fund, Public Improvement Fund, Drug Forfeiture Fund, Parks Fund, Ambulance, Grooming and Fairgrounds Fund.

Letter from the US Postal Service regarding needed repairs discussed.

**#1 MOVED:** by Harvey O'Brien, second by Brenda Case, to tentatively approve the Water/Sewer, Garbage, Road Maintenance & Repair, Public Improvement, Drug Forfeiture, Ambulance, Parks, Grooming and Fairgrounds budgets. Motion carried.

Discussion held regarding the General Fund and looking into a millage request for the Rec Center.

Recess 3:45  
Reconvene 4:00

Board interviewed Tom McKee for the Golf Course Manager position.

Meeting adjourned at 5:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor



**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 21, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk

Also, present Sheila Gaines, Mike Hoolsema, Norm Perkins, Denise Frasure, Kerry Fountain, Alan Moses and Bill Palmer.

Attendance 31

Meeting called to order at 7:00PM. Trustee O'Brien led the Pledge of Alliance.

**#1 MOVED:** by Brenda Case, second by Ed DeWitt, to appoint Harvey O'Brien meeting chair in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Brenda Case, to approve the February 21, 2011 agenda with amendment to move the US Postal Service letter from Correspondence to New Business. Motion carried.

**#3 MOVED:** by Ed DeWitt, second by Brenda Case, to accept the regular meeting minutes of February 7, 2011 and special meeting minutes of January 31, 2011, February 9, 2011, and February 14, 2011 with change to motion #1 the water & sewer budget were not tentatively approved. Motion carried.

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

General Fund	14,798.87
Fire Fund	740.56
Ambulance Fund	47,373.82
Property Management Fund	132.07
Road Maintenance & Repair Fund	5.63
Recreation Center Fund	6,360.23
Fairgrounds Fund	93.67
Golf Course Fund	3,201.95
Public Works Fund	33,285.58
Police Fund	9,321.53

Grand Total \$116,044.97

Ck #38461-38522

Motion carried with one no vote.

**PUBLIC COMMENTS**

- Resident informed the Board that the posting about the golf course on the weather channel is still wrong.
- Are we operating in the black? How are our finances? This Board is irresponsible I am disappointed that there have been no cuts to office staff. Our country is in deficit.
- Deputy Treasurer Fountain stated that she had asked the personnel committee a year ago to change the way that the money in lieu of health insurance was distributed she has never received an answer.
- Rick Bernhardt DPW Advisory Chair asked the Board to attend their March 3, 2011 meeting. Edward D Jones representative Bill McLeod will be at the meeting. Rick asked why the DPW meeting minutes were not on the agenda and that the board could add them. He also stated that the January bond holdings had dropped again.
- Resident complained about the townships web site and that the new web address had not been posted.
- Resident questioned if any of the board members were receiving benefits.

**#5 MOVED:** by Brenda Case, second by Julie Munro, to offer James Spencer the golf course manager's position, part-time seasonal, no benefits at an annual salary of eighteen thousand per year (\$18,000.00) with dates of employment to be determined by contract. Motion carried.

**#6 MOVED:** by Julie Munro, second by Ed DeWitt, to approve the EUPHA lease agreement. Motion carried.

**#7 MOVED:** by Julie Munro, second by Brenda Case, to approve Resolution 2011-3 MLCC license transfer from 3047 W M-80 Kinross, MI to First National Bank of St Ignace to be held in escrow. Roll call vote Case, DeWitt, O'Brien and Munro all voted yes. RESOLUTION declared carried.

**#8 MOVED:** by Ed DeWitt, second by Brenda Case, to approve the purchase of new irrigation pump from Wolverine Power Systems. Motion carried.

**#9 MOVED:** by Ed Dewitt, second by Julie Munro, to approve the write of ambulance accounts E000128094KI \$187.77, E000110930KI \$175.98 and account E000110930KI \$115.00. Patients are deceased. Motion carried.

**#10 MOVED:** by Julie Munro, second by Ed DeWitt, to appoint David Kauer part-time assessor at an annual salary of seventeen thousand six hundred eighty dollars (\$17,680.00) Effective April 1, 2011 with dates of employment to be determined by contract. Motion carried.

Board scheduled a special meeting for 1:00PM on Wednesday, February 23, 2011 to work on budgets and discuss maintenance issue at the Post Office.

Trustee Kauer arrived at 7:55PM

**#11 MOVED:** by Julie Munro, second by Brenda Case, to table any action on pay for the Deputy Supervisor until the next regular meeting of March 7, 2011. Motion carried with one no vote.

Post Office repairs were discussed treasurer Munro will write the postal service a certified letter.

Rec Director Frasure submitted her monthly report and informed the Board that the sled dog races are rescheduled for March 5, 2011. Board reviewed Golf Course Superintendent Palmer's report.

**PUBLIC COMMENTS**

- Contact Treasurer Munro should anything come up during the absence of the Supervisor.
- As of May 1, 2011 the township will no longer have the prison crews to rely on.
- Will the new dress code be for the entire clubhouse or just the pro shop?
- Resident asked if there was an opening on the Planning Commission.

**CORRESPONDENCE**

US Postal Service-Post Office Maintenance  
Department of Transportation  
Fair Board Meeting Minutes

Meeting adjourned at 8:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budgets & Kincheloe Post Office**

**February 23, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Clerk

Also, present Sheila Gaines, Mike Hoolsema, Denise Frasure, Bill Palmer and David Gaines.  
Attendance 7

Board reviewed and discussed the Rec Center, General Fund and Golf Course budgets.

Recess 2:45PM  
Reconvene 3:00PM

Board continued budget review.

Meeting scheduled for Monday, February 28, 2011.

Meeting adjourned at 3:50PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budgets**

**February 28, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Clerk

Also, present Sheila Gaines and Mike Hoolsema.  
Attendance 5

Meeting called to order at 3:30PM.

Water and Sewer budgets discussed. General Fund budget reviewed. Discussion held regarding employees paying up to 10% of their insurance benefits.

Treasurer Munro suggested a time study for the employees.

**MOVED:** by Harvey O'Brien, second by David Kauer, to tentatively approve the 2011-2012 budgets. Post Public Hearing for March 14, 2011 at 7:00PM. Motion carried four yes two no votes.

Meeting adjourned at 4:55PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**March 7, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence J. Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines Kerry Fountain, Alan Moses, Joe Micolò, David Gaines and Denise Frasure.

Attendance 26

Supervisor Palma called the meeting to order at 7:00PM. Trustee O'Brien led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the March 7, 2011 meeting agenda. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to accept the February 21, 2011 regular meeting minutes with correction to number 3 of Public Comments delete "personnel committee" replace with "supervisor" Motion carried.

**#3 MOVED:** by Julie Munro, second by Ed Dewitt, to approve the February 23, 2011 special meeting minutes and the February 28, 2011 special meeting minutes with change to statement made by Treasurer should have read, "employee time study on the next agenda". Motion carried.

The finance committee reviewed the bills and withheld check to MMB&J for legal service on behalf of the Police Department in the amount of \$2483.43.

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

General Fund	19,860.22
Fire Fund	3,466.84
Ambulance Fund	29,822.32
Property Management Fund	1,706.95
Trail Grooming Fund	511.98
Parks Fund	30.44
Recreation Center Fund	6,254.42
Fairgrounds Fund	57.38
Golf Course Fund	3,824.29
DPW Fund	64,696.94
Police Fund	10,763.61 -2483.75

Grand Total

\$138,511.64

Ck#38523-28613

Motion carried.

**CHIPPEWA COUNTY HEALTH DEPARTMENT**

Clara James discussed the progress of Complete Streets Building a Healthier Community. The next meeting will be held March 31, 2011 at 6:00PM. MDOT is a major contributor to this project.

**PUBLIC COMMENT**

- Reminder that a new zoning administrator should be appointed.
- The budget hearing should be postponed until the board has a balanced budget.
- How much money was taken out of retained earnings to balance the budget?
- What qualifications does the Deputy Supervisor have?

**#5 MOVED:** by Marvin Besteman, second by Harvey O'Brien, to approve nine dollars per hour for Deputy Supervisor David Gaines. Motion carried. 4 yes 3 no votes.

Discussion held regarding DPW investments with Edward Jones. Treasurer Munro will schedule a meeting with Edward Jones, Mike Hoolsema, Rick Bernhardt and Norm Perkins.

**#6 MOVED:** Harvey O'Brien, second by Julie Munro, to approve for one year setting the Rudyard Cooperative Company's building, rent at \$2000.00 per month ***not*** including taxes. Motion carried.

**#7 MOVED:** by Julie Munro, second by Marvin Besteman, to approve hiring Thomas Soule part-time paramedic for the EMS Department. Motion carried.

Discussion held regarding selling the golf course. A special meeting will be scheduled to review this issue with the interested party.

**#8 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve the amendment to the Police Boards By-Laws Article II section 6 to state: *A member who misses three consecutive meetings ( without a valid excuse) or a total of five regular meetings in a twelve month period will automatically be replaced. The Police Board Chair will notify the Kinross Charter Township Board that a vacancy exists and seek a replacement. A letter will be sent to the member advising them of the action.*" Motion carried.

The February 21, 2011 meeting motion to appoint David Kauer part-time assessor at an annual salary of seventeen thousand six hundred eighty dollars (\$17,680.00) effective April 1, 2011 with dates of employment to be determined by contract. It should also, be understood that half time will be paid from the General Fund including one half of his benefits and the other half will be paid by the EMS Department including half of his benefits. Mr. Kauer will continue his full time status as an employee with the township.

Employee Cafeteria plan, Centurylink Lease agreement and request to purchase motel will be on the next agenda.

The Board received reports from DPW Superintendent Perkins and Chief of Police Micolo. The Police Board and DPW Advisory Committee submitted monthly meeting minutes for review.

**PUBLIC COMMENTS**

- Will the letter from the Tax Commission cause any problems with next week's Board of Review?
- Resident asked where the board is cutting expenses.

**CORRESPONDENCE**

US Postal Service-Post Office Maintenance  
Department of Transportation  
Fair Board Meeting Minutes

Meeting adjourned at 8:35PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor



**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGET PUBLIC HEARING**

**March 14, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Harvey O'Brien, Trustee  
Brenda Case, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Julie Munro, Treasurer  
Ed DeWitt, Trustee

Also, present Sheila Gaines, Mike Hoolsema, Alan Moses, Dee Dee Frasure.  
Attendance 4

Supervisor Palma called the meeting to order at 7:00PM. Trustee O'Brien led the Pledge of Allegiance.

Board presented a trophy to retired fire fighter Robert Wurschinger thanking him for 34 years of volunteer service to Kinross Charter Township.

Budget Public Hearing opened at 7:05PM.

Board received the following Public Comments

- Did the Board take into consideration the cuts to revenue sharing?
- How much money was taken out of reserves?
- Where did the board reduce the budget?
- Does the new golf course manager have expertise in buying and selling merchandise?
- Is this the last year for grooming?
- How much was cut from Recreation Center?
- Why is the 2% listed under expenditures?
- How long will the Rec Center be able to operate?
- Charges for services at the Rec Center are not high enough.
- Discussion held regarding depreciation.

No additional comments or letters received in favor of or against the proposed budgets.

The hearing adjourned at 8:35PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Motel Sale, Golf Course Sale and  
Back Pay for Deputy Supervisor**

**March 17, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee

**MEMBERS ABSENT**

David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

Also, present Deputy Supervisor David Gaines.  
Attendance 32

**MOVED:** by Harvey O'Brien, second by Marvin Besteman, that the township sell Twin Peaks Motel aka building 300 to LaBlance Enterprise, Inc. as stated in the Buy/Sell Agreement dated March 17, 2011. Motion carried.

Board discussed the possible sale of the golf course.

1. If the course made or lost money.
2. Should it be sold or leased.
3. Forming a committee to over see the sale.
4. Frank Naccarato stated that he wants to buy it.
5. Letter of interest received and confirmed by Christopher M. Schroeder.
6. Homeowners along the golf course are concerned about their property values.
7. Money from sale should go to the recreation center.
8. Will people be able to invest money into the course?
9. Who ever makes the purchase should complete a business plan.
10. What about the bond payment?

**MOVED:** by Marvin Besteman, second by Harvey O'Brien, to proceed to get an appraisal of the golf course for possible sale. Motion carried with one no vote.

**MOVED:** by Harvey O'Brien, second by Julie Munro, to approve pay to Deputy Supervisor Gaines for pay period 2/23/11 – 3/3/11. Motion carried.

Meeting adjourned at 5:37PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**March 21, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence J. Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Also, present Judy Wright, Kerry Fountain, Mike Hoolsema, Norman Perkins, Denise Frasure, and DPW personnel.

Attendance 16

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the March 21, 2011 meeting agenda. Motion carried.

**#2 MOVED:** by Harvey O'Brien, second by David Kauer, to accept the March 7, 2011, regular meeting minutes and the March 14, 2011, special meeting minutes as written. Motion carried.

The finance committee reviewed the bills.

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

General Fund	15,451.39
Fire Fund	1,856.72
Ambulance Fund	39,802.29
Property Management Fund	820.02
Trail Grooming Fund	128.65
Parks Fund	5.63
Recreation Center Fund	6,221.02
Fairgrounds Fund	179.44
Golf Course Fund	6,660.30
DPW Fund	46,503.32
Police Fund	12,452.93

Grand Total

\$130,081.71

Ck#38614-38667

Motion carried.

**PUBLIC COMMENT**

- Thank you for repairing the pot holes.
- The State is installing new plumbing fixtures and faucets to conserve water.
- What took place at the special meeting about the Golf Course?
- Be sure to retain the easement through the Golf Course to the treatment plant and plan for future easements needed for the ethanol plant if the Board does decide to sell the course.
- Does anyone know what is going into the building at the corner of Riley & M-80?
- When will the meeting be held regarding DPW investments with Edward Jones, Treasurer Munro, Mike Hoolsema, Rick Bernhardt and Norm Perkins?

**SUPERVISOR'S REPORT**

The letters of interest for the Planning Commission vacancy have been reviewed. Supervisor Palma asked that the Board approve the appointment of Arthur Brood to the Planning Commission. His appointment will expire May 2012.

**#4 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve the appointment of Arthur Brood to the Planning Commission, with his term expiring May 2012. Motion carried.

**#5 MOVED:** Harvey O'Brien, second by Marvin Besteman, to approve Budget Adjustment Resolution 2011-4. Roll call vote: No-David Kauer, Brenda Case, Julie Munro; Yes-Harvey O'Brien, Larry Palma, Marvin Besteman, Ed DeWitt. Resolution declared carried.

**#6 MOVED:** by Marvin Besteman, second by Harvey O'Brien, to approve 2011-2012 General Appropriations Act Resolution 2011-5. Roll call vote: No-Ed DeWitt, Larry Palma, Brenda Case, David Kauer, Julie Munro; Yes-Marvin Besteman, Harvey O'Brien. Resolution declared defeated.

**#7 MOVED:** by Ed DeWitt, second by Marvin Besteman, to approve the 2011-2012 Board Meeting Schedule. Motion carried.

**#8 MOVED:** by Julie Munro, second by Brenda Case, to table action on the employee health care and prescription reimbursement program until a Special Board Meeting. Motion carried.

There was a discussion about having a time study done to determine whether Township departments are operating as efficiently as possible. It was decided that the cost of such a study should be determined before any action would be taken.

**#9 MOVED:** by Ed DeWitt, second by David Kauer, to approve departmental 2% applications. Motion carried.

**#10 MOVED:** by David Kauer, second by Julie Munro, to approve the Eagle Scout project of Sawyer Ball, Troop 105, updating the horse barns at the Fairgrounds. Motion carried.

A discussion of the Sault Area Racing Association's contract for the upcoming season resulted in the Board asking the Recreation Committee to renegotiate the fees charged for the use of the tractor & blower as considerable maintenance has had to be performed on the blower each year.

**#11 MOVED:** by David Kauer, second by Harvey O'Brien, to approve contract for Mary Deluca and George Jarrell to use the horse track and stalls at the Fairground for training horses. Motion carried.

**#12 MOVED:** by David Kauer, second by Julie Munro, to approve renewal of the contract for the Northern Great Lakes Fur Harvesters' use of the Fairgrounds. Motion carried.

**#13 MOVED:** by Julie Munro, second by Brenda Case, to approve the Cub Scouts use of the Fairgrounds June 4-6, 2011, with a contingency for their use of the Beef Barn and/or the 4H Building in inclement weather. Motion carried.

**#14 MOVED:** by David Kauer, second by Julie Munro, to approve a rate of \$50.00 for two hours use of the 4H Building with \$25.00 being refunded as a security deposit if the Lessee returns the property in the same condition as before it was rented. Motion carried.

**PUBLIC COMMENTS**

- Once again, congratulations to Bob Wurschinger for his many years of service on the Fire Department.
- Governor Snyder is proposing to reward small units of government for consolidation of duplicate services. The Township is in a good position with our existing agreements.
- Many things are not going to get done as quickly as residents would like to see them done with the elimination of the inmate work crews on May 1<sup>st</sup>.

There will be a special Board meeting on Wednesday, March 23, 2011, 1:00 PM for the purpose of 2011-2012 budget, health insurance and prescription reimbursement plans.

**CORRESPONDENCE**

Arthur Brood Planning & Zoning interest to serve  
Chris Schroeder Planning & Zoning interest to serve  
Leo Wiley Planning & Zoning interest to serve  
Township Investments  
Balance Budget Sheet  
Letter of Support for Mascoma  
Fair Board Meeting Minutes

Meeting adjourned at 8:30 PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2011-2012 General Appropriations Act Resolution 2011-5  
Employee Health Insurance  
Prescription Reimbursement**

**March 23, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
Ed DeWitt, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

David Kauer, Trustee

Also, present Deputy Clerk Gaines, Accountant Hoolsema, Deputy Supervisor Gaines, Deputy Treasurer Fountain, Rec Director Frasure and Bookkeeper Wright.

Attendance 5

Meeting called to order at 1:05PM.

**BUDGET COMMENTS**

- Review budgets monthly.
- Every department needs a capital improvement fund.
- Discussion regarding health insurance plan and prescription reimbursement.
- Ways to save money at the ambulance department.

Accountant Hoolsema explained the general funds retained earnings over the last five years.

MOVED: by Marvin Besteman, second by Brenda Case, to adopt the 2011-2012 General Appropriations Act Resolution 2011-5. Roll call vote Besteman, Case, Palma, DeWitt, O'Brien yes, Munro no. RESOLUTION declared carried.

MOVED: by Marvin Besteman, second by Julie Munro, to meet monthly with all department managers to review budgets. Motion carried.

Meeting adjourned at 2:30PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 4, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Ed DeWitt, Trustee

Also, present Sheila Gaines, Joe Micolo, David Gaines, Rodney Leask and Franklin Noha.  
Attendance 12

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve the April 4, 2011 meeting agenda with addition of Medical Marijuana Facilities Moratorium extension.  
Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the March 21, 2011, regular meeting minutes. March 17, 2011, special meeting minutes and March 23, 2011, special meeting minutes with clarification of the last budget comment change ambulance department to "township". Motion carried.

**#3 MOVED:** by Julie Munro, second by Brenda Case, to pay the following bills.

General Fund	19,160.51
Fire Fund	1,789.21
Ambulance Fund	36,052.79
Property Management Fund	67.09
Trail Grooming Fund	190.63
Recreation Center Fund	4,287.33
Fairgrounds Fund	181.39
Golf Course Fund	3,287.33
Public Works Fund	49,417.03
Sewer Fund	21,342.04
Water Fund	2,301.30
Police Fund	13,733.04

Grand Total \$151,785.45

Ck#38668-38723

Motion carried.

**PUBLIC COMMENT**

- Is the board staying within the budget?
- Will there be an appraisal of the golf course?
- The message on the golf course's answering machine should be changed.
- When is the 3 man scramble this year?
- Has the motel been sold for sure?

**SUPERVISORS REPORT**

The Kinross Boosters will hold a spaghetti dinner here at the township on Wednesday, April 6, 2011. The proceeds will be used to help fund recreation. Make sure to tell your friends and neighbors.

**#4 MOVED:** by Marvin Besteman, second by Brenda Case, to discontinue the grooming program. Motion carried with one no vote.

**#5 MOVED:** by David Kauer, second by Julie Munro, to post in-house seven days for a zoning administrator. Motion carried.

**#6 MOVED:** by Brenda Case, second by Julie Munro, to extend the moratorium on establishment of medical marijuana facilities within the township for six months. Motion carried.

Board received meeting minutes from the Planning Commission. There were no Department Managers reports.

**COMMENTS**

- The letter from the Police Board regarding the bill from MMB & J needs to be on the next agenda.
- The transfer case went out in the fire departments pumper truck.
- Response time of fire and ambulance Saturday night is commendable.
- Township received a letter from David Petkus requesting that the Fire Department burn the building on Thompson Road.

**CORRESPONDENCE**

Police Board Chair Aston – Invoice from MMB & J  
Range Hood Systems Report- Recommend Upgrade  
Michigan Works- Recognition to Rec Director Frasure  
MTA/WCSIF- Workers' Compensation  
Dept Natural Resources- Wellhead Protection Program Updates  
Dept of Treasury – Assessor of Record

Meeting adjourned at 7:25PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor





**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 18, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Judy Wright, Joe Micolo, David Gaines, Rodney Leask, Greg Wright, Norm Perkins, Kerry Fountain, Mike Hoolsema and Brian Masterson.

Attendance 16

Clerk Besteman called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Brenda Case, second by David Kauer, to appoint Clerk Besteman chairman in the absence of Supervisor Palma. Motion carried.

**#2 MOVED:** by David Kauer, second by Brenda Case, to approve the April 18, 2011 meeting agenda with addition of discussion of ambulance intercept rates. Motion carried.

**#3 MOVED:** by Julie Munro, second by David Kauer, to accept the April 4, 2011, regular meeting minutes. Motion carried.

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

General Fund	16,842.29
Fire Fund	1,827.63
Ambulance Fund	38,671.54
Property Management Fund	1,775.80
Trail Grooming Fund	56.25
Parks Fund	36.07
Recreation Center Fund	5,736.23
Fairgrounds Fund	128.96
Golf Course Fund	3,143.11
Sewer Fund	37,250.81
Water Fund	17,118.97
Garbage Fund	10,788.96
Police Fund	10,434.12

Grand Total \$143,810.74

Ck#38724-38780

Motion carried.

**PUBLIC COMMENT**

- Are the departments staying within the budget?

**SUPERVISORS REPORT**

The street sweeper will be out of service until further notice. Our office received Gerda Frimberger's letter of interest to serve on the Planning Commission via email on Friday.

**#5 MOVED:** by Brenda Case, second by David Kauer, to pay invoice #550328 from Mika, Myers, Beckett & Jones, in the amount of \$1,983.75 from the General Fund. Motion carried.

**#6 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to authorize Bill Palmer to purchase seawall material from MCM Marine at a cost not to exceed \$3,000.00. Motion carried.

DPW Superintendent requested quotes from engineering firms; AECOM who withdrew bid. Wade Trim \$38,800.00. Mead & Hunt \$30,670.00 and low bid from Williams & Works \$27,025.00.

**#7 MOVED:** by David Kauer, second by Harvey O'Brien, to authorize Norm Perkins to contract with William & Works for facility plan engineering at a cost not to exceed \$27,025.00. Motion carried.

Leak detection bids received from Aqua-Line \$4,714.00. M.E Simpson \$10,950.00 and Davies Water quote of \$4,200.00.

**#8 MOVED:** by Ed DeWitt, second by David Kauer, to authorize Norm Perkins to contract with Aqua-Line to perform a distribution system wide leak detection survey at a cost not to exceed \$4,714.00. Motion carried.

**#9 MOVED:** by Harvey O'Brien, second by Julie Munro, to authorize Norm Perkins to purchase a portable composite sampler at a cost not to exceed \$3,200.00. Motion carried.

Superintendent Perkins informed the Board of the urgent need to repair the trickle filters and that he had already budgeted up to \$119,500.00 in various line items in his budgets to accomplish the task. He also invited the Board members and public to a tour of the treatment plant on May 5, 2011 at 6:00 PM.

The Road Advisory Committee has made the recommendation that the storm drain system be televised. Due to budget constraints the Board members wish to explore the availability of grants and other sources of financing before making any commitment.

**#10 MOVED:** by Julie Munro, second by Ed DeWitt, to approve the lease agreement with the Sault Area Racing Association (SARA). Motion carried.

**#11 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve adding additional date of September 16, 17, & 18 to the lease agreement with the Eastern UP Horseman's Association (EUPHA). Motion carried.

**#12 MOVED:** by David Kauer, second by Ed DeWitt, to approve increasing the fee for ambulance intercepts from \$250.00 to \$275.00. Motion carried.

**#13 MOVED:** by Harvey O'Brien, second by Brenda Case, to appoint Supervisor Larry Palma as temporary Zoning Administrator until the position can be filled. Motion carried.

Board received meeting minutes from the Police Board, DPW Advisory Committee, Road Advisory Committee, and the Park & Rec Committee. Department Managers' reports were received from Chief of Police Micolò, Golf Course Superintendent Palmer, and Recreation Center Administrator Frasure.

#### COMMENTS

- The Kinross Boosters made about \$600.00 from the spaghetti dinner. The plan is to have a different fundraising activity each month.
- \$2,900.00 has been raised from private donations toward the monument to honor Sgt. Christopher Griffin. It should be in place at Memorial Park before Memorial Day.
- Plans are in process to have a regular Farmers Market this year.
- Thank you to the DPW staff for the very informative tour.
- Why is someone on active duty in Iraq having to worry about his spouse being harassed about garbage cans being left at the curb too long?
- Storm drains have been an issue for many years. We are making progress in remedying the issues.
- Our township will be having a 14 point inspection by the State Tax Commission. Many maps and pictures of property are out of date.

#### CORRESPONDENCE

Accountant Hoolsema – Investments  
Michigan DEQ – Scrap Tire Grant Award

Meeting adjourned at 8:20 PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 2, 2011**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee

**4884 W. Curtis St.  
MEMBERS ABSENT**

Also, present Sheila Gaines, Joe Micolo, David Gaines, Alan Moses, Kerry Fountain, DeeDee Frasure, Rick LaDuke, Brian Masterson, Rodney Leask and Todd Godfrey.

Attendance 22

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Julie Munro, to approve the May 2, 2011, meeting agenda with additions of Ambulance Department vehicle repair, Golf Course refunds and Rudyard Area Schools bussing issues. Motion carried.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the April 18, 2011, meeting minutes as written. Motion carried.

**#3 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to approve golf course greens fee refund in the amount of four hundred thirty five dollars to Connie Riopelle. Motion carried.

**#4 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to approve golf course greens fee refund in the amount of two hundred and ten dollars to Krista Dobson. Motion carried.

Board discussed new employees at the golf course stating that no background checks were conducted and the individual employees were not approved by the board.

Finance committee reviewed the bills and withheld invoice 936819 in the amount of \$100.00.

**#5 MOVED:** by Julie Munro, second by Ed DeWitt, to pay the following bills.

General Fund	19,600.08
Fire Fund	16,165.97
Ambulance Fund	26,516.92
Property Management Fund	427.93
Trail Grooming Fund	65.02
Parks Fund	93.77
Recreation Center Fund	4,013.49
Fairgrounds Fund	76.60

Golf Course Fund	16,967.73
Sewer Fund	41,587.55
Water Fund	12,930.64
Public Works	4,127.02
Police Fund	8,847.13
Grand Total	\$151,419.85

Ck#38781-38847

Motion carried with one no vote.

**PUBLIC COMMENTS**

- New residents need to be informed about the zoning ordinance.
- When will the bus stops be taken down?
- Storm drain on Parkside & Kincheloe is not draining properly.
- The Planning Commission does not have enough members.

Supervisor Palma recommended reappointment of Gerda Frimberger and appointment of Chris Schroeder.

**#6 MOVED:** by Brenda Case, second by Julie Munro, to reappoint Gerda Frimberger to an additional three year term on the Planning Commission. Motion carried with one no vote.

**#7 MOVED:** by Harvey O'Brien, second by Ed DeWitt, approve appointment of Chris Schroeder to the Planning Commission. Four no three-yes vote's motion defeated.

Discussion held regarding request to purchase the carpentry shop. General consensus of the Board is not to sell at this time.

Two in-house letters interest received from Richard Oliver and Joe Micolo for position of Zoning Administrator.

**#8 MOVED:** by Julie Munro, second by Ed Dewitt, to appoint Joe Micolo Zoning Enforcement Officer at \$8000.00 per year. By Harvey O'Brien, second by Marvin Besteman, to table motion and schedule meeting with Joe Micolo to discuss the position. Motion to table carried.

Bill and Helen Wilkins owners of the Bunker Bar & Grill requested changes to the remainder of their agreement with the township.

Supervisor will schedule a special meeting to discuss the Zoning Administrator position and the request from Bill & Helen Wilkins.

Recess            8:00PM  
Reconvene       8:15PM

Fire Chief Rick LaDuke explained repairs made to vehicles and said that they are all back up to DOT standards. Rick also stated that the controlled burn on Thompson Road will take place as soon as weather conditions improve.

Ambulance Director Alan Moses requested approval to have vehicles repaired.

**#9 MOVED:** by David Kauer, second by Harvey O'Brien, to approve cost of four thousand seven hundred dollars to Quality Car & Truck Repair to have mechanical repairs done on an ambulance. Motion carried.

**#10 MOVED:** by Julie Munro, second by Ed DeWitt, to approve up to \$5000.00 for repair of a leak in the cooling system of ambulance. Motion carried.

Letter received regarding changes in the Rudyard School system's bussing schedule. The proposed cuts would eliminate four of the current eight busses servicing students. The school starting times for 6-12 grade and K-5 would be staggered. The main change will be that all students will be required to meet at a central location for pick and drop off with no supervision.

**#11 MOVED:** by David Kauer, second by Julie Munro, to write a letter to the Rudyard Schools stating that the township is not in favor of any changes to the bussing service. Motion carried.

Deputy Supervisor Gaines visited an ethanol plant in Marquette that is just like the one that Frontier is planning to build in the Township. He also reminded the Board to file all incoming and outgoing mail with the Clerk's Office and requested Board that members communicate with the Supervisor if they had any questions or concerns.

#### **DEPARTMENT MANAGERS**

Board received information on township investments from Accountant Hoolsema. Fire Chief Rick LaDuke gave an oral report to the Board.

#### **CORRESPONDENCE U.S. Census**

Larry Priskorn regarding the Ethanol Plant  
Helen & Bill Wilkins township issue  
County Road Commissioners 2010 Annual Report  
Fair Board Meeting Minutes

#### **PUBLIC COMMENTS**

- Fire and Ambulance Department have adopted a stretch of road along Gaines Highway and cleaned up the garbage.
- It would be dangerous for our younger children to have to walk any distance to catch the school bus.
- Tom McClendon donated one hundred dollars to the Recreation Center to help cover the cost of the recent break-in.
- The Board needs to start working the Fair Board contract.
- Election tomorrow.

Meeting adjourned at 9:30PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
TOUR DPW PLANT**

**May 5, 2011**

**16350 S. D'arcy Road**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Larry Palma, Supervisor  
Julie Munro, Treasurer  
Brenda Case, Trustee

Also present Norm Perkins, Cathy Chappa, Don Sare and members of the DPW Advisory Committee.

Tour began at 6:00PM.

DPW Superintendent explained the operating procedures of the plant.

Meeting adjourned at 7:30PM.

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Marvin Besteman, Clerk

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Larry Palma, Supervisor



**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 16, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Ed DeWitt, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Julie Munro, Treasurer

Also, present Sheila Gaines, Alan Moses, Joe Micolo, David Gaines, Dee Dee Frasure, Brian Masterson, Kerry Fountain, Bill Palmer and Norm Perkins.

Attendance 20

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the May 16, 2011 meeting agenda with additions of 4-H Clubs use of horse arena at the fairgrounds and Ambulance Department vehicle repairs. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by David Kauer, to accept the May 2, 2011, regular meeting minutes and the May 5, 2011 special meeting minutes as written. Motion carried.

**#3 MOVED:** by Harvey O'Brien, second by David Kauer, to pay the following bills.

General Fund	19,258.51
Fire Fund	1,710.93
Ambulance Fund	42,532.19
Property Management Fund	2,811.07
Trail Grooming Fund	68.57
Parks Fund	132.57
Recreation Center Fund	6,138.90
Fairgrounds Fund	369.89
Golf Course Fund	26,990.62
Sewer Fund	41,441.27
Water Fund	16,312.79
Garbage Collection Fund	10,892.61
Police Fund	9,972.74

Grand Total \$178,632.66

Ck#38848-38921

Motion carried with one no vote.

**PUBLIC COMMENTS**

- There is nothing in the newsletter about the garbage ordinance.
- Where did the board cut from the budget?
- Resident stated she received complaints about the cost of drinks at the golf course.
- Thank you to the Fire Department for the quick response Saturday night.
- There were not many people that showed up at the Rec Center Saturday morning for the pancake breakfast.

**SUPERVISORS REPORT**

- Thank you to Tom McClendon who donated money to the Recreation Center to help cover the cost of the break in.
- The State will deed back the property on M-80 where the coal plant was. The paperwork will be done sometime in October.

**#4 MOVED:** by Larry Palma, second by Harvey O'Brien, to appoint Chris Schroeder to a three year term on the Planning Commission. Motion carried one no vote.

**#5 MOVED:** by Marvin Besteman, second by Harvey O'Brien, to accept four thousand dollars for the caretakers house at the fairgrounds from Allen Sabb with understanding that the house must be removed by August 1, 2011. Motion carried.

Board received a letter from Trustee Kauer requesting to hire additional personnel to do a door-to-door inspection of residential and agricultural properties. He also proposed that the board change his status to full time assessor for one year, increase salary by \$17,680.00 plus benefits. The Board will contact MTA about cost to review assessing records.

**#6 MOVED:** by David Kauer, second by Brenda Case, to approve expenditure for Kids Fishing Day June 4, 2011. Motion carried.

**#7 MOVED:** by David Kauer, second by Ed DeWitt, to approve renewal of lease agreement with Millennium Motorsports for go-cart racing at the fairgrounds May 23, 2011 through August 22, 2011. Motion carried.

Discussions held regarding storage of asphalt at the golf course and railroad spur extension for Frontier site. DEQ will need to be contacted about environmental issues this may involve.

**#8 MOVED:** by Harvey O'Brien, second by David Kauer, to approve additional cost of \$3,870.31 for repairs of cooling system on the 2007 Ford E450 ambulance. Motion carried.

Discussion held regarding capital improvements plan and rate structure resolution for the water and sewer allocation.

Board discussed Frontiers easement request.

**#9 MOVED:** by David Kauer, second by Harvey O'Brien, to allow the 4-H club to use facilities at the horse arena on July 31, 2011 at other times as determined by the township providing the club submit their liability insurance. Motion carried.

Board received monthly report from Rec Director Frasure. She is looking into a grant for Dukes Lake. She asked that the Board look into getting an easement from the tribe. The Board reviewed meeting minutes from the Planning Commission, DPW Advisory Committee and Police Board.

**PUBLIC COMMENTS**

- Pellston Street Scape project really looks nice.
- Resident asked why board members changed their vote this week.
- What is going on with the motel?

Meeting adjourned at 8:40PM

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING**

**Purpose:**

**Zoning Administrator, Ordinance Enforcement Officer and Assessing**

**May 23, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Attendance 4

Meeting called to order at 6:00PM. Pledge of Allegiance led by Trustee Kauer.

Discussion held on Zoning Administrator position. Board discussed the possibility of combining the Zoning Administrator and Ordinance Enforcement Officer. Budget amount for the position and how the fees would be collected and divided. The Board discussed the position with Joe Micolo.

Board members reviewed the MTA Assessing Administration Review Program.

**MOVED:** by Harvey O'Brien, second by Brenda Case, to adjourn the meeting at 7:20PM  
Motion carried.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 6, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Jim Spencer, Judy Wright, Brian Masterson, Greg Wright, Kerry Fountain, Norm Perkins and Rodney Leask.

Attendance 25

Supervisor Palma called the meeting to order at 7:00PM. Eagle Scout Ryan Dettloff led the Pledge of Allegiance.

**#1 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to approve the June 6, 2011 meeting agenda with additions of Frontier right of way and discussion regarding water bills. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by David Kauer, to accept the May 16, 2011 regular meeting minutes and May 23, 2011 special meeting minutes **MOVED:** by Julie Munro, second by Brenda Case, to request that the May 23, 2011 minutes be amended to state that Ron Munro was present for the meeting and had also submitted a letter of interest for the Zoning Administrator position. Motion carried.

**#3 MOVED:** by Julie Munro, second by Harvey O'Brien, to pay the following bills.

General Fund	25,494.94
Fire Fund	4,542.62
Ambulance Fund	58,994.61
Property Management Fund	2,095.82
Trail Grooming Fund	55.24
Parks Fund	10,288.37
Recreation Center Fund	8,301.94
Fairgrounds Fund	2,586.19
Golf Course Fund	31,806.28
Sewer Fund	58,773.09
Water Fund	17,666.23
Garbage Fund	10,864.64
Police Fund	13,491.47

Grand Total \$244,961.44

Ck#38922-31214 Motion carried

Ryan Dettloff requested approval to revitalize the horseshoe pits at the fairgrounds for his Eagle Scout project. Ryan is planning to obtain donations from area businesses to help pay for the project.

**#4 MOVED:** Julie Munro, second by Harvey O'Brien, to approve Ryan Dettloff Eagle Scout project to revitalize the horseshoe pits at the fairgrounds. Motion carried.

#### **PUBLIC COMMENTS**

- Resident asked why the bills were so much more this month compared to the meeting of May 16, 2011.
- Do we know that Frontier definitely coming?
- Is the Board staying within the budget?

Discussion held regarding Frontier Kinross, LLC permit application process from the DEQ. By State law a public comment period is scheduled and tentatively the public hearing is June 21, 2011 providing they receive comments of concern from the public regarding the air and water quality issues. Board members discussed their concerns about a letter that was sent out on township letterhead, from the treasurer's department, stating that this was not a proper use of authority and the issue should have been brought before the Board for approval.

#### **SUPERVISORS REPORT**

- Kids fishing day was a huge success. Area businesses donated prizes for the children.
- A walk through will be conducted in building 300 by the bank prior to issuing any loans to the future proprietors.

**#5 MOVED:** by David Kauer, second by Brenda Case, to reinstate the personnel committee. Motion carried with two no votes.

**#6 MOVED:** by David Kauer, second by Marvin Besteman, to request that the personnel committee update the personnel handbook. Motion carried.

Discussion held regarding hiring procedures. The Board and department managers will meet June 20, 2011 at 1:00PM to review budgets.

The Board discussed the Zoning Administrator position as well as the Ordinance Enforcement Officer and the difference between the two positions.

**#7 MOVED:** by David Kauer, second by Harvey O'Brien, to approve advertising for a part-time salaried Zoning Administrator. Motion carried with two no votes.

**#8 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve hiring Marvin Chappa retroactive to May 23, 2011 and Joe LaFata retroactive to May 25, 2011 part time seasonal lawn mowers for the property management department at a wage of seven dollars and forty cent per hour. Motion carried with one no vote.

The Board asked that DPW Superintendent Perkins seek quotes for a new mower.

The Chippewa County Treasurer's Office foreclosed on property number 008-250-300-00 and as such the township has the "first right of refusal" to acquire the property.

**#9 MOVED:** by Harvey O'Brien, second by David Kauer, to deny the purchase of property number 008-250-300-00 for delinquent taxes. Motion carried with two no votes.

Cemetery Committee requested the second phase of fencing at the Lakeview Cemetery. Superintendent Perkins stated that he would check into where the fencing was purchased from and obtain a quote.

Township treasurer Munro requested Board action on the procedures at the golf course. The treasurer will research the cost of a safe.

**#10 MOVED:** by Harvey O'Brien, second by Julie Munro, to request Trustee Kauer proceed with paperwork to obtain right of way for Frontier. Motion carried with one no vote.

#### **PUBLIC COMMENTS**

- Zoning Administrator duties include junkyard & quarry inspections and zoning permit applications.
- The golf course should have two separate cash draws.
- Quarterly financial meetings are a good idea.
- DPW Superintendent stated that the leak survey crew is here. They have determined that, because the sand is so fine, that it is being pumped up by the wells.
- Susie Schlehuber Kincheloe/Kinross Postmaster distributed flyers explaining rules for dog owners. Kincheloe area mail carriers received the second highest incident of dog bites in MI and are currently number one in the state. The Postmaster stated that the police will be contacted and all mail will be held at the post office for residences where there are safety issues until action is taken by the customer to ensure the safety of carrier.
- Resident asked that the Board reconsider the grooming program and consider contracting a zoning administrator.
- SARA requested to have test & tune every Wednesday.

**#11 MOVED:** by David Kauer, second by Julie Munro, to add Wednesdays from 6pm – 9pm for the Sault Area Race Association to have a test & tune. Motion carried.

- Problems with department managers should not be brought before the Board. They should be taken care of by the township supervisor.
- The special assessment police department cannot police the trial land. The Board needs to meet with Soo Tribe.

**#12 MOVED:** by Ed DeWitt, second by Julie Munro, to go into closed session to discuss union negotiations. Roll call vote all members present voted yes.

Recess to closed session 8:45PM

Reconvened from closed session at 9:15PM

**#13 MOVED:** by David Kauer, second by Harvey O'Brien, to refund Ron Clark \$435.00 for golf greens fees. Motion carried.

**CORRESPONDENCE**

Chippewa County's Redistricting Plan

Chippewa County Fair Board

Department of Environmental Quality- Re: Frontier

Department of Environmental Quality-Re: Water Supply Evaluation

Meeting adjourned at 9:20PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor



**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 20, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Mike Hoolsema, Bill Palmer, Renee' Gray, Rick LaDuke Dee Dee Frasure, Charlene and Mike Schmidt.  
Attendance 20

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Julie Munro, to approve the June 20, 2011, meeting agenda with addition of Assessing duties and Ambulance pay of David Kauer and discuss the Ordinance Enforcement Officer. Motion carried.

**#2 MOVED:** by David Kauer, second by Ed DeWitt, to accept the June 6, 2011, regular meeting minutes as written. Motion carried with one no vote.

The finance committee reviewed the bills and withheld payment to Wolverine Power Systems in the amount of \$1222.10 check #39082.

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

General Fund	15,703.30
Fire Fund	726.39
Ambulance Fund	37,963.80
Property Management Fund	10,011.71
Trail Grooming Fund	19.97
Parks Fund	514.96
Recreation Center Fund	4,329.86
Fairground Fund	1,733.09
Golf Course Fund	21,995.04
Sewer Fund	34,057.36
Water Fund	7,669.76
Police Fund	10,755.52
Grand Total	\$144,258.66

Ck # 31215-39090 Motion carried.

**COMMENTS**

- The Board received complaints about grass needing mowing.
- Resident complained about the bus stop on Parkside Drive.
- How are the township's finances?

**#4 MOVED:** by Ed DeWitt, second by Brenda Case, to approve the appointment of Herman Calkins Deputy Supervisor at a rate of nine dollars per hour pending resignation of David Gaines. Motion carried.

**#5 MOVED:** by David Kauer, second by Julie Munro, to approve reclassification of John Ross from part-time EMT to part-time Paramedic for the EMS Department. Motion carried.

**#6 MOVED:** by Ed DeWitt, second by Brenda Case, to approve the write off of run #108723KI DOS 3/27/08 amount of \$262.69 due to bankruptcy. Write off run #18386KI DOS 5/13/10 \$138.88, run 128449KI DOS 5/13/10 \$213.54 and run #128065KI 4/7/10 \$151.55. These patients are deceased and have no estate. Motion carried.

Discussion held regarding the War Memorial Hospital Transfer Agreement. No action taken because the agreement does not name KEMS as provider for the service.

Fire Chief Rick LaDuke discussed the DNR Grant Application he is submitting. The Fire Department Association will pay the matching cost.

Mike Schmidt discussed improvements needed to the 4-H building and the fair board's contract. It was agreed that the Board will schedule a meeting with the Fair Board.

**#7 MOVED:** by Brenda Case, second by Julie Munro, to deny Keith Izzard's request for golf course membership refund. Motion carried.

**#8 MOVED:** by Harvey O'Brien, second by Brenda Case, to tentatively approve C02.0 water easement and C01.0 Sewer Easement as stated on maps attached. Motion carried.

**#9 MOVED:** by Harvey O'Brien, second by Brenda Case, to proceed with land swap with the State of Michigan per description attached. Motion carried with one no vote.

**#10 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to adopt Resolution 2011-6 Separation of Water Sewer and Garbage Funds. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#11 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve David Kauer as a salaried employee with the EMS Department. Motion carried.

**#11 MOVED:** by Marvin Besteman, second by Ed DeWitt, to adopt Resolution 2011-7 Water & Sewer Fee Schedule. Roll call vote all members present voted yes.  
RESOLUTION declared carried.

**COMMENTS**

- Township Assessor David Kauer informed the Board that he would be out taking photos of properties in the township.
- Picnic tables are needed in the park at the fairgrounds.
- Resident complained about a pump house that is deteriorating.

Board briefly discussed the position of Ordinance Enforcement Officer.

Planning Commissioner Calkins officially resigned his position as a member of the Planning Commission.

**DEPARTMENT MANAGERS**

Reports received from Golf Course Superintendent Palmer, Rec Director Frasure, Accountant Hoolsema and DPW Superintendent Perkins.

**COMMITTEE REPORTS**

Board reviewed monthly meeting minutes from Planning Commission, Park & Rec Committee and DPW Advisory Committee.

**CORRESPONDENCE**

Frontier- Site Plan

Meeting adjourned at 8:20PM.

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Marvin Besteman, Clerk

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Larry Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budget Review**

**June 20, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Also, present Accountant Mike Hoolsema.  
Attendance 1

Supervisor Palma called the meeting to order at 1:00PM. Board members reviewed the following budgets.

- EMS, with Renee Gray.
- Fire Department with Rick LaDuke
- Police Department with Joe Micolò and Brenda Curtis.
- Rec Center with Denise Frasure
- DPW with Norm Perkins and Rick Bernhardt
- Golf Course budget with Jim Spencer and Bill Palmer.

The meeting adjourned at 4:08PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 5, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor  
Ed DeWitt, Trustee

Also, present Sheila Gaines, Judy Wright, Alan Moses, Herman Calkins, and Brian Masterson.  
Attendance 15

Clerk Besteman called the meeting to order at 7:00PM. Trustee O'Brien led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Brenda Case, to appoint Clerk Besteman to chair the meeting in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by Brenda Case, second by David Kauer, to approve the July 5, 2011 meeting agenda with additions of Planning Commission appointment, Board of Review Alternate, Zoning Administrator position, EMS Director and in-house posting and Sault Area Race Association. Motion carried.

**#3 MOVED:** by David Kauer, second by Julie Munro, to accept the June 20, 2011 meeting minutes as written. Motion carried.

**#4 MOVED:** by Julie Munro, second by Harvey O'Brien, to pay the following bills.

General Fund	23,728.32
Fire Fund	2,440.24
Ambulance Fund	36,384.43
Trail Grooming Fund	19.20
Parks Fund	1,942.63
Recreation Center Fund	6,787.86
Fairgrounds Fund	2,787.24
Golf Course Fund	15,984.58
Sewer Fund	153,593.79
Water Fund	14,050.10
Police Fund	9,305.39

Grand Total \$270,071.83

Ck# 39082 & 39091-39167

Motion carried with one no vote.

**PUBLIC COMMENTS**

- Resident stated that the Board needs to communicate better. There are too many items added to the agenda every meeting.
- The picnic tables are out at the fairground park.
- What is going on with the motel and the business on Curtis Street?
- Discussion held regarding Frontier.
- There is junk everywhere and the grass needs mowing.

A special meeting is scheduled for July 11, 2011 at 7:00PM here at the township hall with the Fair Board.

**#5 MOVED:** by David Kauer, second by Julie Munro, to approve the War Memorial Hospital Transfer Agreement as written. Motion carried.

Deputy Supervisor Calkins informed the Board that Jason Mingus who works for the Fire Department is working for Property Management mowing grass.

Introduction of Ordinance No. 1.135 Ordinance Enforcement Officer.

**#6 MOVED:** by Brenda Case, second by Julie Munro, to accept, with regret, the resignation of Alan Moses EMS Director, schedule an exit interview, and post position in-house. Motion carried.

EMS Director Moses informed the Board that payments for the prisons are now paid through BCBS and since we are a provider for BCBS we must take the payments as in full. He also, stated that the budget would need to be adjusted to reflect the shortage.

The Fire Department received two thousand six hundred seventy six dollars and twenty seven cents (\$2,676.27) in 2% monies from Sault Tribe.

**#7 MOVED:** by Harvey O'Brien, second by Brenda Case, to appoint Dan Mitchell to the Planning Commission. Motion carried.

Zoning Administrator applications were received from Ron Munro, Richard Bernhardt, Brian Masterson, Justin Vasseau, Lise Brown, Carolyn Hall, Thomas McClendon, Linda Peters, Robert Brabant and Noelle Sangster,

**#8 MOVED:** by Brenda Case, second by Marvin Besteman, to allow Treasurer Munro to abstain from voting on the Zoning Administrator appointment. Motion defeated.

**#9 MOVED:** by David Kauer, second by Brenda Case, to appoint Ron Munro Zoning Administrator at a salary of fifteen hundred dollars from July 1- November 1, 2011. Motion carried with one no vote.

**#10 MOVED:** by David Kauer, second by Harvey O'Brien, to appoint Rick Bernhardt Board of Review alternate. Motion carried.

Discussion held regarding SARA (Sault Area Racing Association) payments. The Board requests that the Supervisor's Office send a certified letter regarding the payment terms agreed to in the contract.

**DEPARTMENT MANAGERS**

EMS Director Moses submitted a report regarding payments from the Department of Corrections.

**CORRESPONDENCE**

Resignation from David Gaines Deputy Supervisor  
Sault Tribe- 2% funding received for the Fire Department  
May meeting minutes from the Chippewa County Fair Board.

**PUBLIC COMMENTS**

- Is the Board staying within budget?
- How is the audit going?
- Public Act 4 of 2011.
- The 4<sup>th</sup> of July events at the fairgrounds were ~~was~~ a huge success.

Meeting adjourned at 8:00PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Fair Board Contract, Repairs to the 4-H Building and Fairgrounds**

**July 11, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Harvey O'Brien, Trustee  
Julie Munro, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Sheila Gaines, Fair Board Representatives Barb Hillock, Jim Kronemeyer, Mike Zimmerman and Mike Schmidt.

Attendance 7

In the absence of the Supervisor Clerk Besteman called the meeting to order at 7:00PM.

**#1 MOVED:** by Brenda Case, second by Harvey O'Brien, to appoint Marvin Besteman chair person in the absence of Supervisor Palma. Motion carried.

Minor changes were made to the May 27, 2009 User Agreement between KCT and the Fair Board. Paragraph 1 add *this agreement will be in effect for a period of two (2) years with and ending date of.* Paragraph 3 delete *and the caretaker's home.* Paragraph 5 delete the word "new" in the forth sentence. Insert *all proposed new projects must go through the Kinross Charter Township Planning Commission for approval prior to the start of construction.* Paragraph 7 change (40 sites) to *51 sites.* Paragraph 10 change to read KCT representatives and CCF representatives shall complete an inspection of the grounds and buildings *thirty days prior to and within thirty days following the EVENT.* Paragraph 12 change to KCT agrees to have septic tanks emptied before the start of the EVENT and CCF shall be responsible for scheduling and paying for septic tanks to be emptied at the *4-H building and dorm building behind the 4-H* following the EVENT. Paragraph 14 delete *the new shower/bath house.* Paragraph 15 sentence 5 insert *if available* to read *and KCT agrees and understands that said be cleaned by the prison crew, if available, at the direction of KCT and paid for by CCF.* Paragraph 16 sentence 1 insert *the prevailing* to read KCT shall provide any available equipment at the prevailing rate agreed upon by KCT and CCF, prior to EVENT. Paragraph 17 sentence 1 delete *Park Caretaker* replace with *Township Supervisor or designee.* Paragraph 18 delete *solely the help from KCT.*



Following the contract review discussion was held on handicap parking and parking in general. Collecting gate fees, 911 calls and repairs to the 4-H building. Trustee Kauer and Trustee O'Brien, Clerk Besteman alternate, will meet with Fair Board representatives Friday 15, 2011 at 7:30am to walk through the 4-H building possibly with a contractor to make notes on what should be done first. Mike Schmidt states that he is speaking with someone regarding a grant for the building.

**PUBLIC COMMENTS**

- Vendor parking area is an issue.
- Harness racing will be held this year.
- Why couldn't we put a handicap accessible bath room downstairs?

Clerks department will make changes in the User Agreement and submit to the Chippewa County Fair Board with attachment updates.

Meeting adjourned at 8:30PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 18, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Brenda Case, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Sheila Gaines, Mike Hoolsema, Herman Calkins, Jim Spencer, Alan Moses, Renee Gray, Denise Frasure, Ron Munro and Norm Perkins.

Attendance 21

Clerk Besteman called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Brenda Case, second by David Kauer, to appoint Marvin Besteman meeting chair in the absence of Supervisor Palma. Motion carried.

**#2 MOVED:** by Harvey O'Brien, second with David Kauer, to approve the July 18, 2011 meeting agenda with additions of EMS Director Moses August 1, 2011 resignation and Personnel Committee recommendations. Motion carried.

**#3 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the July 5, 2011 regular meeting minutes with correction of motion 9 to read to appoint Ron Munro as per the supervisors request for 1500.00 dollars for July 1 to Nov. 1, 2011. Accept the July 11, 2011 special meeting minutes as written. Motion carried.

**#4 MOVED:** by Julie Munro, second by Harvey O'Brien, to pay the following bills.

General Fund	14,997.15
Fire Fund	728.06
Ambulance Fund	44,948.45
Property Management Fund	1,251.17
Trail Grooming Fund	19.97
Parks Fund	244.09
Recreation Center Fund	4,398.96
Fairgrounds Fund	1,493.96
Golf Course Fund	20,002.50
Sewer Fund	30,689.21
Water Fund	17,918.83
Garbage Fund	10,924.95
Police Fund	11,148.39

Grand Total

\$158,765.43

Ck# 39168-39231

Motion carried.

Page 2

July 18, 2011

### **PUBLIC COMMENTS**

- I wish Larry well however, he should step down if he cannot do the job.
- Resident asked who mowed the property at the Motel?
- Who is responsible for mowing RJ Wallis School?
- The 3-man tournament at the golf course turned out very nice. It is too bad the participation was so low.
- The prior course manager had no right to send out letters telling people that the scramble had been moved to the Soo.
- Resident protested the Personnel Committee's recommendation to reduce the Planning Commission pay.

**#5 MOVED:** by Julie Munro, second by Brenda Case, to adopt Ordinance Enforcement Officer Ordinance No. 1.135. Roll call vote DeWitt no, Case yes, Kauer yes, O'Brien no, Besteman no, Munro yes. Three yes three no votes Motion to adopt DEFEATED.

The Board took no action on appointing an Ordinance Enforcement Officer.

**#6 MOVED:** by David Kauer, second by Julie Munro, to approve the Property Marker Advisory submitted by the Zoning Administrator. Three yes three no votes. Motion DEFEATED.

**#7 MOVED:** by David Kauer, second by Julie Munro, to adopt Budget Adjustment Resolution 2011-8. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#8 MOVED:** by Harvey O'Brien, second by Ed Dewitt, to approve having a survey done on out lot "V" providing Frontier Kinross LLC pays the cost. Motion carried.

**#9 MOVED:** by Ed DeWitt, second by David Kauer, to adopt Resolution 2011-9 Requesting an Easement from Sault Tribe. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#10 MOVED:** by Harvey O'Brien, second by Julie Munro, to adopt Resolution 2011-10 Requesting an Easement from Rudyard Area School. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#11 MOVED:** by Brenda Case, second by Julie Munro, to accept with regret the resignation of Fire Chief Rick LaDuke effective August 18, 2011. Motion carried.

**#12 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve Ed Jenerou acting Fire Chief effective August 19, 2011. Motion carried.

**#13 MOVED:** by Julie Munro, second by Harvey O'Brien, to apply Christina Gill's 2011 greens fee payment to the 2012 golf season due to the illness. Motion carried.

**#14 MOVED:** by David Kauer, second by Julie Munro, to accept with regret the early resignation of Alan Moses effective August 1, 2011. Motion carried.

**Page 3**

**July 18, 2011**

In-house applications of interest for the EMS Directors position were received from Renee Gray and Deb McBane. Board scheduled a special meeting for Monday, July 25, 2011 7:00PM for interviews.

**#15 MOVED:** by Ed DeWitt, second by Brenda Case, to approve the Personnel Committee's request to amend the travel policy for meals to require a receipt for meals purchased in order to be reimbursed. Motion carried with one no vote.

**#16 MOVED:** by Ed DeWitt, second by Brenda Case, to approve the Personnel Committee's recommendation to reduce the Planning Commission pay from fifty dollars per meeting to twenty five dollars per meeting. Five no votes one yes. Motion DEFEATED.

Personnel Committee recommended that the township strictly adhere to the employment policy, background checks and drug testing for all applicants.

**#17 MOVED:** by Brenda Case, second by Julie Munro, approve the Personnel Committee's recommendation to not accept the job description of Kinross Police Department office manager job due to union negotiations. Motion carried.

The Personnel Committee recommended that the Board address conflicts at the golf course immediately.

Board received department report from Golf Course Superintendent Palmer. Planning Commission and Personnel Committee meeting minutes reviewed.

#### **COMMENTS**

- Resident stated that the golf course is in great condition.
- DPW Superintendent Perkins informed the Board about trees that need cutting down at the fairgrounds.
- Zoning Administrator recommended that the board adopt ordinance 1.135.
- Statement received that ordinance enforcement is an issue in other townships.

#### **CORRESPONDENCE**

DEQ – Frontier Kinross LLC Approval of Permit Application  
Bill and Helen Wilkins- Bunker Bar & Grill Information

Golf Course issues will be discussed at the July 25, 2011 special meeting.

Meeting adjourned at 8:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
EMS Director Interviews & Golf Course Issues**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Deputy Supervisor Calkins.  
Attendance 10

Clerk Besteman called the meeting to order at 7:00PM.

**#1 MOVED:** by Harvey O'Brien, second by David Kauer, to appoint Clerk Besteman as Chairperson for the meeting in the absence of the Supervisor. Motion carried.

Board interviewed Renee Gray and Deborah McBane for the EMS Directors position.

Recess            7:58PM  
Reconvene       8:12PM

**#2 MOVED:** by Marvin Besteman, second by Ed DeWitt, to appoint Renee Gray interim EMS Director for six months at an annual salary of forty five thousand dollars per year effective August 1, 2011. Motion carried with two no votes.

Discussion held regarding the golf course. Apparently the women involved in the four women scramble would like to have their meal at a different location. The consensus of the Board is that the township has no say in where the women dine. Golf Course Manager Spencer file a formal complaint on behalf of the course against Treasurer Munro and the actions she took at the course on Thursday, July 21, 2011. Letter is attached as permanent record with these minutes.

Meeting adjourned at 8:45PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**August 1, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Sheila Gaines, Herman Calkins, Judy Wright, Renee Gray, Joe Micolò, Rodney Leask, Franklin Noha.

Attendance 22

Clerk called the meeting to order at 7:00PM. Trustee O'Brien led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Ed DeWitt, to appoint Marvin Besteman chairperson in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the August 1, 2011, meeting agenda. Motion carried.

**#3 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the July 18, 2011 regular meeting minutes and the July 25, 2011 special meeting minutes as written. Motion carried.

**#4 MOVED:** by Harvey O'Brien, second by David Kauer, to pay the following bills.

General Fund	15,082.69
Fire Fund	1,902.77
Ambulance Fund	40,111.84
Property Management Fund	1,032.67
Road Maintenance & Repair Fund	7,697.60
Trail Grooming Fund	27.17
Parks Fund	1,665.97
Recreation Center Fund	3,988.43
Fairgrounds Fund	2,906.96
Golf Course Fund	15,990.88
Sewer Fund	27,599.71
Water Fund	7,361.60
Garbage Fund	42.37
Police Fund	9,066.06

Grand Total

\$134,476.72

Ck#39232-39292

Motion carried.

Municipal Underwriters agent Adam Gandolfi reviewed the Township's insurance policy and explained changes that have been made.

Building a Healthier Community representatives informed the Board that Kinross has received a grant for \$500.00 and a media event will be held at the Recreation Center at 4:00 PM Wednesday to present a check. A decision on how and where to spend the money will be decided later.

**PUBLIC COMMENTS**

- Resident stated that Larry should take a leave of absence.
- What is the financial status of the township? Are there any departments over budget?
- The Planning Commission submitted ordinance changes for the Board to review and nothing has been done.
- The Clerk's Department should not have a key for the safe.
- Is it true that the Board has spent \$18,000.00 on legal fees for union negotiations?

**#5 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the suspension of Ron Munro as Zoning Administrator being paid \$300.00, one month's pay. **MOVED:** by Brenda Case second by Julie Munro, to allow Treasurer Munro to abstain from voting. Motion defeated with two yes and four no votes. Roll call vote on main motion DeWitt, Besteman, Case, O'Brien and Kauer yes, Munro no. Motion carried. *Amended 8/15/11 change \$300.00 to \$375.00.*

**#6 MOVED:** by David Kauer, second by Ed DeWitt, to approve the Centurylink land lease agreement and authorize the Clerk to sign. Motion carried.

**#7 MOVED:** by Julie Munro, second by David Kauer, to approve the County Road Commission agreement to improve Country Club Drive approximately 1.0 miles consisting of Re-Surfacing and Pavement Markings. Motion carried.

**#8 MOVED:** by Harvey O'Brien, second by David Kauer, to proceed with negotiations of land exchange with the State of Michigan. Motion carried.

Discussion held regarding request from the Kincheloe Post Office for the Township to install air conditioning. The Board will set funds aside for this project in the next fiscal year.

**#9 MOVED:** by Harvey O'Brien, second by Julie Munro, to pay the War Memorial bill in the amount of \$946.46. Motion carried.

**#10 MOVED:** by Brenda Case, second by David Kauer, to pay Ron Munro \$15.00 per hour for 15 hours of service for a total of two hundred twenty five dollars, for ordinance enforcement services provided. Motion carried.



EMS Director Gray requested a clear set of objectives she should follow during her six month probationary period.

**#11 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve that if Renee Grays six month probationary period is not satisfactory she may return to full time paramedic with the department. Motion carried.

**PUBLIC COMMENTS**

- Why are there no department managers here tonight?
- Fencing at the Fairgrounds was discussed.
- Supervisor Palma said to say thank you for all the get-well wishes.

Board received a written complaint from Golf Course Manager Spencer regarding the treasurer. Accountant Hoolsema informed the Board about Edward Jones Investments.

**#12 MOVED:** by David Kauer, second by Harvey O'Brien, to go into closed session to discuss possible land swap with the state and include Richard Bernhardt. Roll call vote all members present voted yes. Motion carried.

**8:55PM      Recessed to Closed Session**  
**9:25PM      Reconvened from Closed Session**

**#13 MOVED:** by Brenda Case, second by Julie Munro, to set up a four-person committee consisting of Marv Besteman, Harvey O'Brien, David Kauer and Richard Bernhardt to proceed with land swap negotiations with the state. Motion carried.

**CORRESPONDENCE**

- Chippewa County Fair Board Meeting Minutes
- Kathy Noel regarding Tax Abatement for Frontier
- Bill & Helen Wilkins Bunker Bar & Grill information
- Norm Fleming Golf Course Thank you
- Ron Hope Golf Course Thank you.

Meeting adjourned at 9:30PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**August 15, 2011**

**4884 W Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Herman Calkins, Norm Perkins, Mike Hoolsema, Judy Wright, Bill Palmer, Renee Gray, Jim Spencer, Brenda Curtis, Ed Jenerou, Brian Masterson, Greg Wright, Rodney Leask, Joe Micolo and members of the Police Board.

Attendance 25

Supervisor Palma called the meeting to order at 7:00PM. Trustee O'Brien led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve the August 15, 2011, agenda as presented. Motion carried.

**#2 MOVED:** by Brenda Case, second by Harvey O'Brien, to add orientation training policy, new hires, discussion on PILO Health Insurance, and EMS loaded mileage rate to the August 15, 2011 meeting agenda. Motion carried.

**#3 MOVED:** by David Kauer, second by Brenda Case, to accept the August 1, 2011, regular meeting minutes with correction of motion #5 change \$300.00 to \$375.00. Motion carried.

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

General Fund	17,791.95
Fire Fund	5,792.10
Ambulance Fund	54,828.97
Property Management Fund	10,568.03
Trail Grooming Fund	738.23
Parks Fund	560.57
Recreation Center Fund	6,206.19
Fairgrounds Fund	3,737.59
Golf Course Fund	25,522.10
Sewer Fund	89,721.99
Water Fund	22,582.76
Garbage Fund	10,985.87
Police Fund	13,325.61

Grand Total \$262,361.96

Ck# 39293-39380

Motion carried with one no vote.

Martin Cottle from the SSM Snowmobile Association stated that they will take over grooming the Kinross trails. The Association will continue to store the groomer at the DPW. The DNR is in the process of purchasing a groomer from Kinross. It is agreed that all signage will be turned over to the Association. Discussion also, held on moving the M-80 trail to a different location.

**PUBLIC COMMENTS**

- Resident stated that it was good to see Supervisor Palma is feeling better.
- Question asked regarding why the sewer fund is \$61,000.00 more than the last time.
- There are two residents running home businesses were they authorized?
- How is the budget and are there any departments over budgeted and why?
- What is going on with the motel?
- Former Zoning Administrator stated that he was illegally suspended.
- Resident asked when the salary compensation committee would be put in place.
- The Assets & Investments according to Resolution 2011-6 are not yet in place.
- The BBQ pit at the fairgrounds is completed.

**#5 MOVED:** by David Kauer, second by Julie Munro, to approve scheduling a meeting with Dan Mitchell, Rick Bernhardt, the finance committee members, Norm Perkins and an Edward D Jones representatives to work on separating the assets and investment according to Resolution 2011-6 within twenty-five days. Motion carried with one no vote.

Ed Jenerou interim fire chief introduced himself. Ed has been with the KVFD for seventeen years.

**#6 MOVED:** by Marvin Besteman, second by Brenda Case, to appoint Ed Jenerou Kinross Volunteer Fire Department Chief. Motion carried.

**#7 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to increase the EMS Department's loaded mileage rate from, \$11.00 to \$12.00. Motion carried.

**#8 MOVED:** by Julie Munro, second by Brenda Case, to approve hiring Ryan Berkompas, Dion Stumpo and Keith McGowan, Jr. part-time EMT's for the EMS Department. Motion carried.

**#9 MOVED:** by Julie Munro, second by David Kauer, to adopt the EMS Field Training/Orientation Policy. Motion carried.

**#10 MOVED:** by Harvey O'Brien, second by David Kauer, to authorize the Supervisor to sign the Fair Board User Agreement. Motion carried.

**#11 MOVED:** by David Kauer, second by Marvin Besteman, to approve the purchase of two lighted marquee signs with three sets of letters for \$400.00 from Joe Paczkowski. Motion carried.

**#12 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve the State Owned Land Transaction Application to obtain 1000 feet of the NW ¼ lying West of Gaines Highway Road Right of Way and authorize the Supervisor to sign. Motion carried

**#13 MOVED:** by Marvin Besteman, second by Ed DeWitt, to adopt the Administrative Office Cash Handling Policy & Procedures. Motion carried with two no votes.

**#14 MOVED:** by Marvin Besteman, second by Ed DeWitt, to adopt the Recreation Center's Cash Handling Policy & Procedures with addition of initialing documentation. Motion carried with one no vote.

**#15 MOVED:** Marvin Besteman, second by Ed DeWitt, to adopt the Department of Public Works Cash Handling Policy & Procedures. Motion carried with two no votes.

**#16 MOVED:** by Marvin Besteman, second by Ed DeWitt, to adopt the RV Parks Cash Handling Policy & Procedures. Motion carried with one no vote.

**#17 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to adopt the Golf Courses Cash Handling Policy & Procedures with addition of initial all documentation and make deposit nightly. Motion carried with one no vote.

**#18 MOVED:** by David Kauer, second by Julie Munro, to allow "specvoc" the use of the fairgrounds for snow mobile training the 1<sup>st</sup> week of January and the 1<sup>st</sup> week of February, 2012. Motion carried.

**#19 MOVED:** by David Kauer, second by Julie Munro, to approve Mike Schmidt to obtain quotes for windows, doors, painting and other repairs at the 4-H building. Motion carried.

**#20 MOVED:** by David Kauer, second by Julie Munro, to adopt Resolution 2011-1 Police Approval of Estimated Costs and Expenses for Annual, Operation and Maintenance of Police Protection of Special Assessment Roll. Roll call vote all members present Palma, Besteman, Munro, DeWitt, O'Brien, Case and Kauer voted yes. RESOLUTION declared carried.

**#21 MOVED:** David Kauer, second by Julie Munro, to adopt Resolution 2011-2 Police Filing of Special Assessment Roll; Notice of Public Hearing. Roll call vote all members present Besteman, Palma, Munro, DeWitt, Kauer, O'Brien and Case voted yes. RESOLUTION declared carried.

**#22 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve a two dollar per hour pay increase to Josh Povey as recommended by Golf Course Superintendent Palmer effective today with the understanding that the Golf Course Manager Spencer agrees to give up one employee position if needed to balance the budget. Motion carried with one no vote.

Board received reports from Rec Director Frasure, DPW Superintendent Perkins, Golf Course Superintendent Palmer and a memo from Accountant Hoolsema regarding health insurance.

Board reviewed committee reports from the Police Board, DPW Advisory Committee and the Pak & Rec Committee.

**COMMENTS**

- Resident stated that if the golf course manager could lay off an employee so another one could get a raise then he did not need that employee to begin with.
- Planning Commissioner Mitchell stated his displeasure that the meeting minutes were not on agenda. He feels that recommendation should come directly to board prior to the meeting minutes being approved.

**CORRESPONDENCE**

Verne Runkle- Old bus stops

AFSCME- Union negotiations

DPW Advisory Committee resignation from Leo Wiley

Luanne Kooiman- Tax bill complaint

The Board thanked DPW Advisory member Leo Wiley for his dedication and service to the community and wished him well.

Meeting adjourned at 8:50AM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**September 6, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Harvey O'Brien, Trustee

Also, present Herman Calkins, Judy Wright, Renee Gray, Joe Micolo, Rodney Leask, Franklin Noha, Brian Masterson, Greg Wright, Norm Perkins, and Denise Frasure.

Attendance 12

Supervisor Palma called the meeting to order at 7:05PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Brenda Case, second by David Kauer, to approve the September 6, 2011, meeting agenda. Motion carried.

**#2 MOVED:** by David Kauer, second by Ed DeWitt, to accept the August 15, 2011 regular meeting minutes with the correction of public comment to read "suspended" zoning administrator instead of "former" zoning administrator. Motion carried.

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

General Fund	12,704.22
Fire Fund	486.13
Ambulance Fund	29,659.82
Property Management Fund	1,679.32
Trail Grooming Fund	37.12
Parks Fund	2,378.89
Recreation Center Fund	5,674.09
Fairgrounds Fund	7,897.57
Golf Course Fund	14,734.71
Sewer Fund	43,679.38
Water Fund	14,875.91
Garbage Fund	80.85
Police Fund	7,754.72

Grand Total \$141,642.73

Ck#39381-39468

Motion was made by Marv Besteman to amend motion #3 to withhold payment of \$32.33 to Clyde's of Kinross. No support. Original motion carried with two no votes.

### **SUPERVISOR'S REPORT**

Two long-time residents who have given much to the Township are in the hospital – Don Sare and John Gaines. He encouraged everyone to send a card, call or visit and let them know how much the community appreciates everything that they have done.

Steve LeBlance informed the Board and public that he has cost estimates to remodel the hotel. He is working on a new business plan and feels confident that he will be able to break ground later this year. He asked that he be granted a six month extension on his purchase agreement.

**#4 MOVED:** by Ed DeWitt, second by Julie Munro, to extend the purchase agreement between Steve LeBlance and the Township for an additional six months. Motion carried.

### **PUBLIC COMMENTS**

- Three people told me that they were unable to get refreshments at the Bunker over the weekend. This makes the course less attractive to potential golfers.
- How are the finances of the other departments?
- Where is the street sweeper? I haven't seen it out all summer.
- The Fair Board did not fulfill their promise to work on vendor parking. They need to be more diplomatic in dealing with volunteers.
- Why did I get suspended & how do I get unsuspended?
- The wrong ordinance number is shown on the Salary Compensation Commission Ordinance.
- The EMS Director would like to meet with the Finance Committee, the Clerk and Accountant.

**#5 MOVED:** by Ed DeWitt, second by Julie Munro, to approve the change of status of Richard Vanderpoel from part-time to full-time paramedic. Motion carried

**#6 MOVED:** by Brenda Case, second by Julie Munro, to approve the change of status of Lisa Hobbs from full-time to part-time paramedic. Motion carried with one no vote.

**#7 MOVED:** by David Kauer, second by Julie Munro, to tentatively approve the Salary Compensation Commission Ordinance so that it can be published and a hearing be scheduled. Motion carried.

**#8 MOVED:** by Marvin Besteman, second by David Kauer, to hire Just Right Tree Service to remove the trees at the cemetery as quoted on August 29, 2011, at a cost of \$3,675.00. Motion carried.

There will be a Special Board Meeting on Monday, September 26, 2011, beginning at 7:00 PM to review the recommendations of the Planning Commission to update ordinances.

**PUBLIC COMMENTS**

- What are you doing about our finances?
- The Personnel Committee would like a listing of the golf course personnel with expected date of their ending employment dates for the season.
- It would be helpful if department managers would prepare cash flow projections that could be used in budget preparation.

**CORRESPONDENCE**

- Charter – new channels available

**MANAGERS REPORTS**

Police Chief Micolo

Meeting adjourned at 8:25PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor



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

**September 7, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee

**MEMBERS ABSENT**

Harvey O'Brien, Trustee  
Marvin Besteman, Clerk  
Brenda Case, Trustee

Also, present Herman Calkins, Judy Wright, Chief Micolo, Brenda Curtis, Kent Wallace, Jeff Kietzman and members of the Police Board.

Attendance 12

Supervisor Palma called the Public Hearing to order at 7:20PM. Trustee Kauer led the Pledge of Allegiance.

Chief Jo Micolo presented a power point presentation reviewing the activity of the Police Department for the last year. Copies are on file for public inspection.

- Did you consider the recent legislation regarding cost sharing of health insurance in your budget projections?
- Why is the department charged a LEIN fee in addition to the cellular modem for LEIN checks on the computer?
- Do you plan to purchase any vehicles in the near future?
- Are there any savings set aside for capital outlays?
- Does the department get paid for each flight in and out of the airport?
- What makes up the reimbursements listed in revenues?
- When was the first police officer hired by the Township?

No calls or written comments in favor of or against the Police Special Assessment.

Public Hearing adjourned at 9:20 PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**September 19, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Also present Sheila Gaines, Mike Hoolsema, Ed Jenerou, Renee Gray, Dee Dee Frasure, Bill Palmer, Franklin Noha, Kerry Fountain, Brian Masterson and Joe Micolò.  
Attendance 26

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the September 19, 2011 meeting agenda as presented. **MOVED:** by Julie Munro, second by Brenda Case, to delete last agenda item *Discontinue Service with Munro Enterprises*. Motion defeated main motion carried as stated.

**#2 MOVED:** by Ed DeWitt, second by David Kauer, to accept the September 6, 2011 regular meeting minutes and the September 7, 2011, special meeting minutes as written. Motion carried.

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

General Fund	19,517.93
Fire Fund	1,179.23
Ambulance Fund	40,960.63
Property Management Fund	1,060.43
Road Maintenance & Repair Fund	40,960.63
Trail Grooming Fund	170.37
Parks Fund	274.18
Recreation Center Fund	4,524.84
Fairgrounds Fund	2,656.28
Golf Course Fund	30,901.20
Sewer Fund	31,301.89
Water Fund	6,079.56
Garbage Fund	10,895.15
Police Fund	10,457.74

Grand Total \$256,395.03

Ck# 39469-39537

Motion carried.

**AUDIT REPORT**

Sarah Kanitz, Certified Public Accountant from Lake Michigan CPA Services, PLC presented the financial statements for fiscal year ending 2011. Sarah explained the governmental financial audit standers. She stated that over all there was a 1% decrease in revenue however, expenditures were down 4.2%. Credit risk as of March 31, 2011, there is \$139,095.00 is not protected by NCHU insurance and there would be no other assets that could be seized to sell for collateral. Management feels that cash levels are still sufficient to meet township needs for the immediate future. Accountant Hoolsema does an excellent job with the record keeping which always makes her job easier.

**PUBLIC COMMENTS**

- Resident asked if the auditor made recommendations as to if, the township should cut back and lay people off.
- Question asked regarding the check that went out with only one signature.
- Don Sare is very ill.
- How are our finances and how much have we take out of reserves?
- The Board needs to look at where the money is being spent \$20,000.00 in attorney fees is ridiculous.

**SUPERVISORS REPORT**

We are having Evergreen Drive, Wood Lake Road, Maple Grove Drive, Blueberry Road, Red Cedar Drive and Partridge Drive resurfaced. Kincheloe street will hopefully be done next year we are waiting for federal funding. The toal cost to the township \$177,436.00.

**DEPARTMENT MANAGERS**

EMS Director Gray thanked Marv, Mike and Julie for meeting with her regarding her budget. She stated that she has a much better understanding. Renee also, thanked Sheila and Judy for all the help they have given her.

**#4 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve payment of four hundred fifty dollars to the State of Michigan for Frontiers easement. Frontier has agreed to reimbursement the township. Motion carried.

**#5 MOVED:** by Julie Munro, second by David Kauer, to adopt Resolution 2011-3 POLICE Confirmation of Special Assessment Roll: LIEN; PAYMENT and COLLECTION of SPECIAL ASSESSMENT. Roll call vote all members present voted yes. RESOLUTION declared carried.

Clara James discussed the Tobacco Free Outdoor Policy Resolution for the Recreation Center. The Policy will be presented to the Planning Commission next month.

**#6 MOVED:** by David Kauer, second by Brenda Case, to adopt Resolution 2011-11 COMPLETE STREETS. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#7 MOVED:** by Brenda Case, second by Marvin Besteman, to approve the closure of Spring fest Account #2981740 at the Soo Co-Op Credit Union. Motion carried. With one no vote.

**#8 MOVED:** by David Kauer, second by Ed DeWitt, to approve the purchase of fungicide from Turfgrass Inc. on the amount of \$13,788.70 for prevention of snow mold on the golf course. Motion carried.

**#9 MOVED:** by David Kauer, second by Marvin Besteman, to approve Lease Agreement with Tim Arman for a lamb pool for October 8, 2011 at a cost of \$100.00. Motion carried.

**#10 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve payment of \$1400.00 to Michigan Logos for advertisement of the Golf Course. Motion carried.

**#11 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve, as requested by Fire Chief Jerneru, roof repairs on the fire hall building in the amount of \$4000.00 and purchase a new garage door at a cost of \$3,458.00. Motion carried.

**#12 MOVED:** Brenda Case, second by Ed DeWitt, to extend the moratorium on Medical Marijuana Ordinance for additional six months. Motion carried.

**#13 MOVED:** by Dave Kauer, second by Julie Munro, to remove Planning Commissioner Schroeder due to lack of interest. Motion carried.

**#14 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the Recreations Centers 2% grant application to the Sault Tribe as presented by Rec Director Frasure. Motion carried.

**#15 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve closed session to discuss union negotiation update, land swap with the state to include Rick Bernhardt and discussion with Ron Munro. Roll call vote all members present voted yes.

Recess to closed session 8:30PM

Reconvened from closed session 9:50PM

**#16 MOVED:** by Brenda Case, second by David Kauer, to authorize Supervisor to sign revision of land swap. Motion carried.

**#17 MOVED:** by Brenda Case, second by David Kauer, to approve one-month payment to Ron Munro for August 1-August 31, 2011. Motion carried.

### **COMMITTEE REPORTS**

Planning Commission meeting minutes received.

**CORRESPONDENCE**

Ben Timmer- Salary Compensation Committee member interest  
Joe Paczkoski- Salary Compensation Committee member interest  
Building a healthier Community Grant Renewal Application.

Meeting adjourned at 10:00PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Review Recommendations of Planning Commissions Ordinance Updates**

**September 26, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Gerda Frimberger and Arthur Brood.

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

Board reviewed the following changes.

- Ordinance #003 Liquor Control include Kinross District Police Officer to the second sentence in Section 3/ Section 6 should reflect that penalties are detailed in Ordinance #1.132 and include Civil Infractions.
- It is of the opinion that Ordinance #15 Trespassing on Cross Country Ski Trails should remain on the books.
- Ordinance #20 Subdivision Control Sections 1.51-1.55 should list the names of the fees that could be charged by the township and that the dollar amount of the fees shall be set by resolution of the Planning Commission and presented to the board for approval.
- Ordinance #23 Operation of Snowmobiles. Delete "the former Air Force base" and insert *Kinross Charter Township*. Delete 25mph and change to read "At a speed no greater than *POSTED* having due regard to persons and property conditions that exist."
- Ordinance #47A Quarrying Change to reflect that violations be treated in accordance with Ordinance 1.132 Civil Infractions.
- Ordinance #55 Recommend this ordinance be sent back to the Planning Commission for further review and possible revision.
- Ordinance #1.100 Zoning No action taken.
- Ordinance 1.101 Trespassing on Airport Change to civil infractions.
- Ordinance 1.102 Trespassing on the Gold Course Change "Golf Course" to "*The Oaks @ Kincheloe*" Change to civil infraction.
- Ordinance #1.103 Conduct Within Correctional Facility Change penalties to civil infractions.
- Ordinance #1.105 Curfew change to civil infractions.
- Ordinance #1.107 Junkyard/Junk Vehicle Planning Commission review and submit fees in regarding Section 3 by resolution. Change penalties in Section 8 to civil infractions.
- Ordinance #1.109 Anti-Noise & Public Nuisance Request the Police Department comment on updates and recommend. Change to civil infractions.

- Ordinance 1.110 Garbage & Litter Control Change third paragraph in Section 4 to read “*Receptacles must be placed at curbside no earlier than 7:00pm on the day before collection*” Change Section 10 to civil infractions and determine whether the second paragraph referring to litter gathering as substitution for fines could be incorporated into the civil infraction penalties.
- Ordinance #1.112 Nuisance Party Add civil infractions to the misdemeanor penalties in Section 3.
- Ordinance #1.121 Junk Change penalties to civil infractions.
- Ordinance #1.127 Parking send back to Chief Micolo for recommendations.
- Ordinance #1.128 Send back to Planning for additional review.

Once revisions are completed the Planning Commission will schedule and post for the public hearing.

Meeting adjourned at 8:25PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 3, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Judy Wright, Rod Leask, Greg Wright, Kerry Fountain, Brian Masterson, Herman Calkins and Joe Micolo.

Attendance 20

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the October 3, 2011, meeting agenda with addition of opening a new account for the Department of Public Works. Motion carried.

**#2 MOVED:** by David Kauer, second by Ed DeWitt, to accept the September 19, 2011 regular meeting minutes and the September 26, 2011 special meeting minutes as written. Motion carried.

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

General Fund	12,880.65
Fire Fund	1,734.77
Ambulance Fund	35,791.02
Property Management Fund	275.33
Trail Grooming Fund	19.17
Parks Fund	2,217.36
Recreation Center Fund	4,041.87
Fairgrounds Fund	1,123.63
Golf Course Fund	9,477.52
Sewer Fund	25,417.07
Water Fund	5,638.48
Garbage Fund	97.58
Police Fund	8,930.20

Grand total \$107,644.65

Ck #39538-39598 Motion carried.



**SUPERVISORS REPORT**

- A special meeting is scheduled for October 17, 2011 at 1:00PM to review budgets.
- Don Sare long-time resident and friend has passed away his service is Saturday, Oct. 8, 2011 at 11:00AM in Sault Ste Marie. Don will be miss along with his knowledge and service to this community.

**DEPARTMENT MANAGERS**

- Accountant Hoolsema submitted an investment report as required.

**PUBLIC COMMENTS**

- Resident discussed the budgets and audit report.
- Deputy Calkins requested, on behalf of a rental manager to give them additional time to pay delinquent water & sewer bills.
- Mike Schmidt informed the board that the fair board has agreed to invest eight thousand dollars into the 4-H building and requested an amount that the township would be able to invest.

Judgment against Schroyer is held pending information from attorney regarding options, the township may take.

**#4 MOVED:** by Julie Munro, second by David Kauer, to approve placing a lien on the tax roll for delinquent water, sewer & garbage accounts. Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by David Kauer, to rescind motion 17 from the September 19, 2011 board meeting. **MOVED:** by Julie Munro, second by David Kauer, to amend main motion to allow Julie Munro to abstain from voting the first motion. Motion to allow Munro to abstain defeated. Main motion carried as stated.

Personnel Committee requested that the board revise the flexible benefit plan in the ordinance to reflect wording to ensure that deputies who have fulfilled their term be compensated for the PILO insurance benefits.

**#6 MOVED:** by Brenda Case, second by Julie Munro, to look into changing the ordinance to ensure that deputies are compensated for the PILO health insurance benefits. Motion carried with two no votes.

Ron Munro requested to go into closed session.

Recessed to closed session at 8:10PM

Reconvened 8:30PM.

**#7 MOVED:** by Marvin Besteman, second by David Kauer, to terminate Ron Munro as zoning administrator. **MOVED:** by Julie Munro, second by David Kauer, to allow Julie Munro to abstain from voting on main motion. Roll call vote all members present voted yes motion to abstain carried. Main Motion carried as stated.

Discussion held on the separation of water & sewer funds with Edward D Jones

**#8 MOVED:** by David Kauer, second by Brenda Case, to approve that the treasurer set up new account for water & sewer fund at Edward D. Jones. Motion carried.

### COMMITTEE REPORTS

Personnel Committee meeting minutes received.

### CORRESPONDENCE

- Smith Sanitation
- Rick Bernhardt Planning Commission interest
- Linda Murdick Salary Compensation Committee interest
- Ray Franks Salary Compensation Committee interest
- Fahey Schultz Burzych & Rhodes PLC from the township regarding invoice
- Fahey Schultz Burzych & Rhodes PLC from the township regarding Permissible township expenditures & Deputy Clerk Salary Adjustments
- Chippewa County Fair Board Meeting minutes

### PUBLIC COMMENTS

- Planning member requested that the board take advantage of the smart people in this community.
- Resident asked Supervisor Palma and Clerk Besteman if the treasurer had withheld their paychecks pending payment to other persons.
- Trustee Kauer discussed payment due dates for the tax bills.
- Resident asked about lunch that was purchased by board members and charged to the township. Also, why when an employee questioned it, she was threatened with having her salary reduced?

Meeting adjourned at 8:45PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 17, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Ed DeWitt, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Mike Hoolsema, Judy Wright, Ed Benoit, Dee Dee Frasure, Norm Perkins, Renee Gray, Joe Micolo, Sam Brown, Brian Masterson, Franklin Noha and Greg Wright.

Attendance 22

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Julie Munro, to go into closed session, with Attorney Dyke Justin, to discuss options in possible litigation. Roll call vote all members voted yes. Motion carried.

Recess to closed session 7:05PM

Reconvened 7:30PM

**#2 MOVED:** by Ed DeWitt, second by Julie Munro, to go into closed session, with Attorney Steve Schultz, to discuss union negotiations. Motion carried.

Recess to closed session 7:32PM

Reconvene 8:30PM

**#3 MOVED:** by Brenda Case, second by Ed DeWitt, to approve the October 17, 2011 meeting agenda with addition of groomer and EMS. Motion carried.

**#4 MOVED:** Ed DeWitt, second by David Kauer, to accept the October 3, 2011 meeting minutes with correction on page 2 by deleting "to closed session". Motion carried.

**#5 MOVED:** by Julie Munro, second by Ed DeWitt, to pay the following bills.

General Fund	15,375.69
Fire Fund	5,697.56
Ambulance Fund	35,754.26
Property Management Fund	1,714.96
Trail Grooming Fund	19.17
Parks Fund	303.16

Recreation Center Fund	5,178.24
Fairground Fund	3,824.75
Golf Course Fund	27,469.15
Sewer Fund	61,302.81
Water Fund	12,712.42
Garbage Fund	10,766.94
Police Fund	11,620.16
Grand Total	\$191,739.27

Ck#39599-39653

Motion carried with one no vote.

**#6 MOVED:** Harvey O'Brien, second by Julie Munro, to write off ambulance bill in the amount of \$100.00 dos 6/2011 this was an "in kind service" write off \$185.45 dos 4/7/2010 deceased with no estate, \$324.33 dos 12/11/2010 deceased no estate, \$92.42 dos 1/29/2009 deceased no estate, \$575.00 dos 9/2/2009 deceased no estate, \$1058.00 dos 5/29/11 deceased no estate, \$185.77 dos 4/20/10 deceased no estate and \$1583.00 dos 12/28/2009 bankruptcy. Motion carried.

**#7 MOVED:** by David Kauer, second by Julie Munro, to approve Folkersma Snowplowing for the EMS Department 2011-2012 as per quote. Motion carried.

EMS Director Gray reminded the Board that she has an evaluation coming up. She also informed the Board that when she took the director position August 1, 2011 she was two weeks away from her anniversary date of August 9, 2011 and did not receive her step increase.

**#8 MOVED:** Brenda Case, second by Harvey O'Brien, to approve paying Renee Gray her 5<sup>th</sup> year step increase of \$.52 per hour retroactive August 9, 2011. Motion carried.

**#9 MOVED:** by Brenda Case, second by Ed DeWitt, to approve hiring Jillian Reader part-time EMT for the EMS Department. Motion carried.

**#10 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to allow Rec Director Frasure to use 2% money for the purchase of an Ab/Back machine cost not to exceed \$1800.00. Motion carried.

**#11 MOVED:** by David Kauer, second by Julie Munro, to allow Rec Director Frasure to purchase a new couch for club house at RV East cost not to exceed \$500.00. Motion carried.

Discussion held regarding obtaining quotes for 20 tables and 100 chairs for the 4-H building.

Assessor David Kauer submitted a report regarding the assessing department.

Bids were received from Mackinac Sales of St. Ignace \$19,590.00, O'Connors of Pickford \$21,045.00, Newberry Motors \$21,869.00 and Soo Motors \$22,718.00 for a new utility truck for the Department of Public Works.

**#12 MOVED:** by David Kauer, second by Ed DeWitt, to allow DPW Superintendent Perkins to purchase a new F-150 Ford 4x4 pick up truck from Mackinac Sales of St Ignace cost of \$19,590.00. Motion carried.

### **PUBLIC COMMENTS**

- How are our finances?
- When will the board appoint a new person to the Planning Commission?
- Persons who have medical marihuana cards are not allowed to carry a concealed weapon.

Township employee Judy Wright stated that as a bargaining unit member, involved in the bargaining process, bargaining committee has met seven times, twice with the state mediator and have gotten no where. All the employees are asking for is basic union contract language and status quo benefits with fair and equitable wages. The township has spent \$26,733.70 dollars on an attorney for negotiating on some things that are now policies.

Brian Masterson employee and resident stated that all the employees are asking for is boiler plate language with fair wages and stated that he is upset about the amount of money the negotiation committee has spent on attorney fees.

**#13 MOVED:** by Ed DeWitt, second by David Kauer, to adopt Resolution 2011-12 Tobacco-Free Outdoor Recreation Areas Policy. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#14 MOVED:** by Ed DeWitt, second by David Kauer, to adopt Resolution 2011-13 Medical Marihuana Moratorium Policy. Roll call vote DeWitt, Munro, Besteman, Palma, O'Brien, and Kauer yes. Case no. RESOLUTION declared carried.

**#15 MOVED:** by Ed Dewitt, second by Marvin Besteman, to sell the 2006 Tucker Groomer to the Sault Ste Marie Snowmobile Club for a purchase price of \$22,000.00. Motion carried.

Discussion held regarding the personnel committee meeting dates. Meetings take place the second Wednesday of the month and by the time the meeting is held the Board packets are complete.

**#16 MOVED:** by David Kauer, second by Harvey O'Brien, to approve changing the agenda packet deadline from Tuesday back to Thursday's board packets will be ready for pickup on the Friday preceding the meeting by 12:00PM. Motion carried.

### **PUBLIC COMMENTS**

- Is the board planning to appoint people to the Compensation Committee anytime soon?

Board received the Park & Rec Committee, Planning Commission and Police Board meeting minutes for review.

EMS Director Gray, Rec Director Frasure, Assessor Kauer and DPW Superintendent Perkins all submitted monthly reports for Board review.

**CORRESPONDENCE**

Jerry Smith-Salary Compensation Committee Member Interest

Tim McKee EMS Central Dispatch thank you to KEMS

Lloyd MacDonald Delinquent water bills

Gail Graham Delinquent water bill procedures

Stephen Schultz- Step Increase pay

The meeting adjourned at 9:35PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**November 7, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
Ed DeWitt, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Sheila Gaines, Herman Calkins, Judy Wright, Renee Gray, Greg Wright, Kerry Fountain, Ed Jenerou, Brian Masterson and Norm Perkins.

Attendance 19

Clerk Besteman called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Brenda Case, second by Ed DeWitt, to appoint Marvin Besteman meeting chair in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O' Brien, to approve the November 7, 2011, meeting agenda with additions of Compensation Commission appointments, Fire Department and Planning Commission appointment. Motion carried.

**#3 MOVED:** by David Kauer, second by Ed DeWitt, to accept the October 17, 2011 regular meeting minutes and special meeting minutes as written. Motion carried.

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

General Fund	22,392.69
Fire Fund	6,353.34
Ambulance Fund	46,546.74
Property Management Fund	2,085.85
Trail Grooming Fund	882.82
Parks Fund	1,287.94
Recreation Center Fund	10,848.51
Fairgrounds Fund	3,051.27
Golf Course Fund	12,087.89
Sewer Fund	51,651.97
Water Fund	19,073.55
Garbage Fund	10,909.00
Police Fund	14,610.05

Grand Total

\$201,781.62

Ck# 39654-39742

Motion carried.

Monthly report received from Golf Course Superintendent Palmer. Report received Accountant Hoolsema stating that the first Economic Vitality Incentive Program check was from the State. In addition the Accountant notified the Accident Fund, work comp carrier, regarding errors in the billing. The discrepancies Mike found reduced our work comp bill by two-thousand six hundred and forty five dollars. Chief Micolo reported activity for the month of September.

Fire Chief Jenerou reported that the roof on the fire hall has been repaired and a new garage door installed. The department had three fire calls in October. Ed also stated that the department was in need of volunteers.

### **PUBLIC COMMENTS**

- When will the Compensation Committee members be appointed?
- How much money did the golf course lose this year.
- Is the township operating within the budget?

AFSCME representative Sue Cameron explained to the Board that the union negotiators' have met seven times twice with the mediator. No agreement met as of this date. The Union has filed for "fact "finding" to the state which will cost more money.

Employee health insurance was discussed. New legislation goes into effect on January 1, 2012 that will affect the amount of money local governments can pay for employees' health insurance. Treasurer Munro will contact Burnham and Flower to schedule a meeting to review options.

**#5 MOVED:** by David Kauer, second by Julie Munro, to adopt Budget Adjustment Resolution 2011-14. Roll call vote Besteman, O'Brien, Munro, DeWitt, Case and Kauer voted yes. Palma absent. RESOLUTION adopted motion carried.

**#6 MOVED:** by Harvey O'Brien, second by David Kauer, to approve the EMS job descriptions as presented by the EMS Director with minor change to the Director's position Required Education/Training strike *managing at least 10 employees* and add "at the Board's discretion." Motion carried.

EMS Director Gray requested that the Board set a pay scale for the director position.

**#7 MOVED:** by David Kauer, second by Julie Munro, to approve the purchase of an 8' fence at Greenwood Way Well House from Robinson Fence Company in the amount of eight thousand three hundred twenty dollars as requested by DPW Superintendent Perkins. Motion carried.

**#8 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve the 2012 Oaks at Kincheloe application for annual green fees. Motion carried with two no votes.

**#9 MOVED:** by David Kauer, second by Julie Munro, to approve the appointment of Bruce McLeod to the Police Auxiliary. Motion carried.



**#10 MOVED:** by Julie Munro, second by Brenda Case, to approve that the treasurer's office collect the 2012 miscellaneous fees for the Oaks at Kincheloe. Motion carried.

Board received committee reports from the Police Board and Road Advisory Committee.

**COMMENTS**

- The Compensation Committee members must be appointed.
- Trustee Kauer informed the board that the Road Advisory Committee will meet at 2pm on November 17, 2011 with the Building Healthy Communities Coalition.
- Resident stated that it was a mistake to raise the rates at the golf course.

**CORRESPONDENCE**

Bob & Sharon Rainbird- Regarding the Golf Course

Meeting adjourned at 7:45PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

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**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**November 21, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Lawrence Palma, Supervisor  
Ed DeWitt, Trustee

Also, present Sheila Gaines, Mike Hoolsema, Herman Calkins, Kerry Fountain, Joe Micolo, Brian Masterson, Dee Dee Frasure, Norm Perkins and Renee Gray.

Attendance 13

Clerk Besteman called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Brenda Case, second by David Kauer, to appoint Marvin Besteman meeting chair in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by David Kauer, second by Brenda Case, to approve the November 21, 2011, meeting agenda with addition of expenditure for senior citizens' Christmas gifts by the Rec Center. Motion carried.

**#3 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the November 7, 2011 regular meeting minutes and the November 9, 2011 special meeting minutes as presented. Motion carried.

**#4 MOVED:** by Julie Munro, second by Harvey O'Brien, to pay the following bills.

General Fund	10,914.25
Fire Fund	2,248.66
Ambulance Fund	28,287.50
Property Management Fund	203.66
Trail Grooming Fund	85.20
Parks Fund	40.54
Recreation Center Fund	3,408.07
Fairgrounds Fund	312.10
Golf Course Fund	5,291.33
Sewer Fund	65,169.26
Water Fund	12,325.59
Police Fund	12,769.60
Grand Total	\$141,055.76

### **SUPERVISORS' REPORT**

Deputy Supervisor Calkins informed the Board on behalf of Supervisor Palma, that Addam Giddis and Cassy Ellis had fulfilled the requirements of the Buy/Sell agreement and that a Warranty Deed would be delivered to Mr. Giddis and Ms. Ellis.

DPW Superintendent Perkins submitted a monthly report and discussed repairs on the trickling system stating that the employees had done a great job and the department saved several thousand dollars by doing it in house.

### **PUBLIC COMMENTS**

- Is the township operating within the budget?
- How much money did the golf course lose?
- How many green fees were given away?
- Is the Bunker up to date on rent payments?
- If the assets for DPW are being separated out does the general fund receive any rent since the water department belongs to the township and not just the users?

**#5 MOVED:** by Julie Munro, second by David Kauer, to approve the purchase of a reconditioned 2001 Genie 1930 Scissor lift from Midway Rental and Sales for the price of \$6,425.00 as requested by the DPW Superintendent Perkins. Motion carried.

**#6 MOVED:** by David Kauer, second by Harvey O'Brien, to adopt Resolution 2011-15 Late Fee for Water and Sewer Services, making the penalty for payment of water and sewer bills after the 20<sup>th</sup> of the month \$1.50, with an additional two percent monthly late fee on the total balance due at the end of the month. Roll call vote Case no, Munro no, Besteman yes, Kauer yes and O'Brien yes. RESOLUTION declared adopted.

**#7 MOVED:** by Brenda Case, second by Julie Munro, to approve hiring John Margherio part time EMT basic for the EMS Department. Motion carried.

**#8 MOVED:** by Julie Munro, second by Brenda Case, to adopt policy regarding PILO health insurance benefits for deputies as presented by the Personnel Committee. Motion carried.

**#9 MOVED:** by Harvey O'Brien, second by David Kauer, to approve expenditure of \$2,500.00 for senior dinner and fruit baskets and \$2,800.00 contributed by Sault Tribe for Christmas gift expenditure as requested by Rec Director Frasure. Motion carried.

A representative from Burnham & Flower Agency will be here November 30, 2011 at 2:30PM to discuss employee health insurance options.

Board received meeting minutes from the DPW Advisory Committee and Personnel Committee.

**PUBLIC COMMENTS**

- Payment of \$22,000.00 received from the DNR for the groomer.
- Comments made regarding the condition of the RJ Wallis Elementary.

**CORRESPONDENCE**

Al Pennell parking complaint on Mark Circle.

Meeting adjourned at 7:50PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Purpose Planning Commission Appointment & Board Compensation Committee**

**November 9, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
Ed DeWitt, Trustee  
Harvey O'Brien, Trustee  
David Kauer, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Also, present Herman Calkins and Dan Mitchell.

Supervisor Palma called the meeting to order at 7:00PM. Trustee O'Brien led the Pledge of Allegiance.

Supervisor Palma requested approval from the Board to appoint Linda Hofbauer to the Planning Commission.

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to appoint Linda Hofbauer to fill the vacant position on the Planning Commission term ending May 2014. Motion carried.

Six letters of interest received for the elected official's compensation committee. The first letter of interest received on September 12, 2011 and the last one on November 9, 2011. Charter Township compensation committee members must be appointed prior to October 1, of the year of the appointment.

**#2 MOVED:** by Harvey O'Brien, second by Julie Munro, to appoint Jerry Smith, Ben Timmer, Ray Franks, Linda Murdick and Carolyn Hall to ad hoc compensation committee for elected officials. Motion carried.

Meeting adjourned at 6:55PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 5, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Brenda Case, Trustee  
Ed DeWitt, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Herman Calkins, Brian Masterson, Ed Jenerou, Kerry Fountain and Joe Micolo.

Attendance 12

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by David Kauer, second by Marvin Besteman, to approve the December 5, 2011 meeting agenda with correction to Golf Course Ad change "Advertisement" to "Appraisal" Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the November 21, 2011 regular meeting minutes as written. Motion carried.

**#3 MOVED:** by Julie Munro, second by Ed Dewitt, to pay the following bills.

General Fund	18,425.24
Fire Fund	2,953.87
Ambulance Fund	33,405.57
Trail Grooming fund	19.17
Parks Fund	31.06
Recreation Center Fund	5,531.05
Fairgrounds Fund	1,891.79
Golf Course Fund	4,029.74
Sewer Fund	40,617.25
Water Fund	15,016.29
Garbage Fund	10,943.12
Police Fund	10,569.96

Grand Total \$145,193.79

Ck# 39817-39864 Motion carried.

**PUBLIC COMMENT**

- Saturday's festivities at the Rec Center were terrific. Kudos to Dee Dee for a great job.
- Is the township working within its budget?
- Why doesn't the treasurer have access to the accounting software?
- The marquee never has anything on it. I thought it was for advertising community events.
- What's going on with the hotel?
- Business owner stated that he received a call from the Chief of Police stating that one of his doors was unlocked. He stated that it makes him feel good that the police are doing security checks and the money he pays for special assessment is well worth it.

Fire Chief Jenerou requested permission to install a new garage door at the fire hall. He informed the board about activity performed by the fire department over the last month. He also stated that due to the privacy act the department no longer has an angel tree. Anyone wishing to help needs to contact the Salvation Army.

Police Chief Micolo stated that the department is advertising for part time help.

**#4 MOVED:** by Brenda Case, second by Harvey O'Brien, to authorize the Fire Chief Jenerou to purchase a new garage door from Overhear Door Company at a cost of \$3,458.00. Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve pay changes and job appointments as requested by EMS Director Renee Gray effective December 11, 2011 Keith McGowan increase pay from \$7.45 to \$8.80 completion of orientation/field training, Johnathan Matodorbra increase pay from \$8.80 to \$13.71 completed Paramedic field training and appointment to Technical Officer, Marna singleton pay increase form \$13.68 to \$13.93 appointed to Supply Officer, Richard Vanderpoel pay increase from \$14.90 to \$15.15 appointed to Maintenance Officer, Deborah McBane increase from \$14.38 to \$14.63 appointed Training Officer, Nick Jannetta pay increase from \$18.02 to \$18.27 appointed Co Assitant Director and Trevor Quinlan pay increase form \$17.80 to \$18.05 per hour. Motion carried.

DPW Advisory requested that the township board submit a letter to Sault Tribe confirming Cathie Mansards' appointment to the DPW Advisory Committee.

**#6 MOVED:** by David Kauer, second by Harvey O'Brien, to approve appraisal process of Golf course. Motion carried with one no vote.

**#7 MOVED:** by Julie Munro, second by David Kauer, to change the January 2, 2012 Board Meeting to January 3, 2012. Motion carried with two no votes.

Board reviewed committee reports from the Police Board, Planning Commission, and Salary Compensation Commission, and DPW Advisory Committee.

Monthly report received from Chief of Police Micolo.

**PUBLIC COMMENT**

- Medical Marihuana Public Hearing is scheduled for December 12, 2011.
- Have checked the amount of personnel you have at the EMS Department? Maybe you don't need that many employees.

Meeting adjourned at 8:00PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor



**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 19, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Ed DeWitt, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Herman Calkins, Mike Hoolsema, Joe Micolo, Judy Wright, Brian Masterson, Norm Perkins, Kerry Fountain, Bill Palmer and Rodney Leask.

Attendance 19

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the December 19, 2011 meeting agenda with the addition of items from the Police Department. Motion carried.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the December 5, 2011 meeting minutes as written. Motion carried.

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

General Fund	15,358.50
Fire Fund	3,326.50
Ambulance Fund	35,448.11
Property Management Fund	278.84
Road Maintenance & Repair Fund	88,718.00
Trail Grooming Fund	19.17
Parks Fund	22.20
Recreation Center Fund	4,927.37
Fairgrounds Fund	938.07
Golf Course Fund	2,891.79
Sewer Fund	54,402.42
Water Fund	22,269.57
Police Fund	8,799.55

Grand Total \$237,400.09

Ck# 39865-39930

Motion carried.

Chuck Leigh, member of the Orioles Club, questioned why they received a tax bill. It was his understanding that they would be tax exempt.

### **SUPERVISORS REPORT**

Supervisor Palma stated that the senior dinner at the Recreation Center went very well. The food and entertainment were excellent.

### **DEPARTMENT MANAGERS**

Department managers' reports were received from EMS Director Gray, Golf Course Greens Superintendent Palmer, Chief of Police Micolo and Rec Director Frasure.

### **PUBLIC COMMENTS**

- Planning Commissioner Mitchell asked if the Board wanted the Commission to regulate outside wood-fired heating systems.
- Resident stated that the Planning Commission members need more training.
- Why isn't the finance committee taking meeting minutes?

Chief of Police Micolo discussed Officer Keitzman's PILO health insurance requesting that the Board consider paying him for time served from April 2010 through November 2011.

**#4 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve Daryl Meyette as part time Police Officer at a pay rate of twelve dollars per hour. Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to adopt Budget Adjustment Resolution 2011-15. Roll call vote all members voted yes. RESOLUTION declared adopted. Motion carried.

**#6 MOVED:** by Harvey O'Brien, second by Julie Munro, to allow the EMS Department to charge fifty dollars (\$50.00) per half hour wait time and one hundred fifty dollars (\$150.00) for treatment from the ambulance department with no transport. Motion carried.

**#7 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to authorize status change of Gary Bailey from EMT Specialist to Paramedic with an increase in wage to \$13.46 per hour. Motion carried.

**#8 MOVED:** by Julie Munro, second by David Kauer, to approve retroactive pay correction and change of status from EMT to Paramedic for Johnathan Matodobra. Motion carried.

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Motion carried.

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Meeting minutes received from the Planning Commission, Park & Rec Committee and Police Board.

**CORRESPONDENCE**

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Thomas Sowle- EMS Resignation

Department of Natural Resources – Proposed Land Transaction

Judy Wright- Computer Backup

CCFB Meeting Minutes

Louis Markstrom- Complaint Re: Paying Taxes

Meeting adjourned at 8:00PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 19, 2011**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Lawrence Palma, Supervisor  
Marvin Besteman, Clerk  
Julie Munro, Treasurer  
David Kauer, Trustee  
Harvey O'Brien, Trustee  
Ed DeWitt, Trustee  
Brenda Case, Trustee

**MEMBERS ABSENT**

Also, present Sheila Gaines, Herman Calkins, Mike Hoolsema, Joe Micolo, Judy Wright, Brian Masterson, Norm Perkins, Kerry Fountain, Bill Palmer and Rodney Leask.

Attendance 19

Supervisor Palma called the meeting to order at 7:00PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the December 19, 2011 meeting agenda with the addition of items from the Police Department. Motion carried.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the December 5, 2011 meeting minutes as written. Motion carried.

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

General Fund	15,358.50
Fire Fund	3,326.50
Ambulance Fund	35,448.11
Property Management Fund	278.84
Road Maintenance & Repair Fund	88,718.00
Trail Grooming Fund	19.17
Parks Fund	22.20
Recreation Center Fund	4,927.37
Fairgrounds Fund	938.07
Golf Course Fund	2,891.79
Sewer Fund	54,402.42
Water Fund	22,269.57
Police Fund	8,799.55

Grand Total \$237,400.09

Ck# 39865-39930

Motion carried.

Chuck Leigh, member of the Orioles Club, questioned why they received a tax bill. It was his understanding that they would be tax exempt.

### **SUPERVISORS REPORT**

Supervisor Palma stated that the senior dinner at the Recreation Center went very well. The food and entertainment were excellent.

### **DEPARTMENT MANAGERS**

Department managers' reports were received from EMS Director Gray, Golf Course Greens Superintendent Palmer, Chief of Police Micolo and Rec Director Frasure.

### **PUBLIC COMMENTS**

- Planning Commissioner Mitchell asked if the Board wanted the Commission to regulate outside wood-fired heating systems.
- Resident stated that the Planning Commission members need more training.
- Why isn't the finance committee taking meeting minutes?

Chief of Police Micolo discussed Officer Keitzman's PILO health insurance requesting that the Board consider paying him for time served from April 2010 through November 2011.

**#4 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve Daryl Meyette as part time Police Officer at a pay rate of twelve dollars per hour. Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to adopt Budget Adjustment Resolution 2011-15. Roll call vote all members voted yes. RESOLUTION declared adopted. Motion carried.

**#6 MOVED:** by Harvey O'Brien, second by Julie Munro, to allow the EMS Department to charge fifty dollars (\$50.00) per half hour wait time and one hundred fifty dollars (\$150.00) for treatment from the ambulance department with no transport. Motion carried.

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