

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

January 6, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
David Kauer, Trustee
Ed DeWitt, Trustee
Marvin Chappa, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, Larry Baker, Woody VanVolkenburg, Mike Roberts, and Linda Peters.

Attendance 21

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

#1 MOVED: by David Kauer, second by Vicki Ulrich, to accept the December 16, 2002 meeting minutes with one correction under Supervisors Report last sentence insert the word "not" to state "Due to budget cuts in revenue sharing Supervisor Palma does **not** feel the Board should attend the MTA conference this year." and accept the December 23, 2002 special meeting minutes as presented. Motion carried.

#2 MOVED: by Vicki Ulrich, second by Marvin Chappa, to pay the following bills.

General Fund	5,943.77
Fire Fund	15,119.91
Ambulance Fund	12,706.43
Property Management	13,326.81
Trail Grooming	405.99
Rec Center Fund	1,663.91
Fairgrounds	205.53
Golf Course	691.01
DPW Fund	19,576.67
Police Fund	2,634.08

Grand Total \$72,274.11

Ck# 22935-23015

Motion carried.

PUBLIC COMMENTS

None

Supervisor Palma announced the winners of the Christmas decorating contest sponsored by the Kinross Booster. The following is the result of those awards.

- First place winner Victor Farley of 19 Hope Lane.
- Second place award went to Bill & Marlene Tolliver of 43 Evergreen Dr
- Third place resulted in two winners Jason & Sonia Barager of 37 Evergreen Dr and Don & Holly Traynor of 6098 Fair Rd.

SUPERVISORS REPORT

- KMC clean up has been completed.

The resignation of Jim Moore resulted in several committee openings. Supervisor Palma requested approval to appoint Trustee Chappa to the Park & Rec Committee and Election Committees and appoint Trustee Kauer to the Planning Commission.

#3 MOVED: by Ed DeWitt, second by Vicki Ulrich, to appoint Marvin Chappa to the Park & Rec and Election Committee's and appoint David Kauer to the Planning Commission. Motion carried.

DEPARTMENT MANAGERS

#4 MOVED: by Marvin Besteman Jr., second by Ed DeWitt, to allow Trustee Kauer to abstain on motion #5 regarding ambulance personnel employment status. Motion carried.

#5 MOVED: by Ed DeWitt, second by Marvin Chappa, to approve David Kauer, Paula Noble, Kevin Russell, and Nate McKerchie full-time personnel for the Ambulance Department. Motion carried.

#6 MOVED: by Marvin Chappa, second by Marvin Besteman Jr., approve adding criteria for hiring & promoting ambulance personnel in the departments Policy and Procedure book. Motion carried.

#7 MOVED: by Vicki Ulrich, second by David Kauer, to advertise for proposals of interested persons who would like to lease the race track dead line for proposals ten days after posting. Motion carried.

A special meeting will be posted for January 13, 2003 at 7:00PM to discuss the racetrack.

#8 MOVED: by Marvin Chappa, second by Ed DeWitt, any employee who is appointed additional duties and receives a pay increase will be paid only during the time they conduct those duties. Upon relinquishment of duties pay will also be adjusted. Motion carried.

Recess: 7:55pm

Reconvene: 8:10pm

The Board discussed general budget salaries and the rising cost of health insurance. A lengthy discussion was also held on the Safety Officers position.

#9 MOVED: by David Kauer, second by Marvin Chappa, to eliminate the Safety Officers position effective with the 2003-2004 budget year. Motion carried with 4 yes and 2 no votes.

#10 MOVED: by Marvin Besteman Jr., second by Vicki Ulrich, to tentatively accept the 2003-2004 proposed budgets and schedule the Public Hearing for January 20, 2003. Motion carried.

CORRESPONDENCE

Eva Hassett - property survey

James Riggle – Wellhead Protection signs

Meeting adjourned at 8:55PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
RACETRACK DISCUSSION**

January 13, 2003

4884 W. Curtis St

MEMBERS PRESENT

Lawrence Palma, Supervisor

Marvin Besteman Jr., Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

Marvin Chappa, Trustee

David Kauer, Trustee

MEMBERS ABSENT

Also, present Jack Bailey, Dan Remilard, and Walter Verdecchia.

Attendance 10

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

The Board discussed the following items regarding the race track.

- Alcohol usage
- Signage
- Concession stand and
- Race dates

After discussion the Board made the following motions which will be incorporated in the lease.

#1 MOVED: by David Kauer, second by Marvin Besteman Jr., the lessee will have control of signage areas behind the new grandstand, in front of the entire grandstands, the north retaining wall and back of bleachers in the pit area. The township will have control of signage areas in all other common areas charging no less than that of the lessee. Motion carried.

#2 MOVED: by David Kauer, second by Vicki Ulrich, to ban the use of alcohol in the pit area. Motion carried.

#3 MOVED: by David Kauer, second by Marvin Chappa, to allow NO car racing on May 17th & 18th, June 21st & 22nd, July 5th & 6th, and September 20th & 21st, of 2003 unless written approval is received from the E.U.P.H.A. Motion carried.

#4 MOVED: by Marvin Chappa, second by Vicki Ulrich, to set the race track lease agreement dates from May 1st to September 30th Motion carried.

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January 13, 2003

The Board discussed with R.W.R. Enterprises Inc. the following issues

- Clean up
- Late payments to the township
- Damage to the track
- Regulations for clean up of spills on the track

The meeting adjourned at 7:37PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING
2003-2004 BUDGET PUBLIC HEARING**

January 20, 2003

MEMBERS PRESENT

Lawrence Palma, Supervisor

Marvin Besteman Jr., Clerk

Vicki Ulrich, Treasurer

4884 W. Curtis St.

MEMBERS ABSENT

Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee

Also, present Sheila Gaines, Deb Muter, Norm Perkins, Linda Peters, Mike Hoolsema, and Mike Roberts.

Attendance 26

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

#1 MOVED: by Ed DeWitt, second by David Kauer, to accept the January 6, 2003 regular meeting and January 13, 2003 special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and there were no withholdings.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	15,052.64
Fire Fund	151.02
Ambulance Fund	22,415.50
Property Management	3,104.24
Trail Grooming Fund	44.09
Rec Center Fund	4,815.81
Fairground Fund	115.77
Golf Course Fund	3,493.27
DPW Fund	62,277.43
Police Fund	4,525.75

Grand Total \$115,995.52

Ck# 23023-23071

Motion carried.

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January 20, 2003

Supervisor Palma opened the Budget Public Hearing at 7:35PM. No letters were received in favor of or opposing the budgets.

PUBLIC COMMENTS

- Resident question when the computer lab at the Rec Center would be up and running.
- Safety Office Roberts requested a closed session regarding personnel issues. And asked that Norm Perkins and Sheila Gaines be in attendance.
- Questions were received regarding why the snow mobile trails were not being groomed on the weekends. Trustee Chappa explained the procedures.

- Updating of the township web site was questioned. Supervisor Palma stated that a plan to train department managers were in the works.

Resident questioned the grooming wage and salary budget. Questions were asked regarding the posting of the budget hearing with regards to the property tax assessment.

SUPERVISORS REPORT

None

DEPARTMENT MANAGERS

Mike Roberts submitted a monthly report as well as his 2002 year end report for board review. Jamie Davison's monthly report was also received by the board.

Norm Perkins and Deb Muter requested approval of several items.

#3 MOVED: by Ed DeWitt, second by Marvin Besteman Jr., to allow the DPW to purchase a new Ariens Snow Blower from Skinners Garage in the amount of \$1100.00. Motion carried with one no vote.

#4 MOVED: by Vicki Ulrich, second by Ed DeWitt, to allow Norm Perkins to contract with Wade Trim for the Utility Expansion between Riley and Cedar Grove in the amount of \$14,500.00. Motion carried.

#5 MOVED: by Marvin Chappa, second by David Kauer, to approve reimbursement of cost to the Department of Public Works for utility expansion between Riley and Cedar Grove as lots are sold. Motion carried.

#6 MOVED: by Marvin Besteman Jr., second by David Kauer, to approve the appointments of Keith Saum and Ressie Stranaly to full time transfer crew for the Ambulance Department. Motion carried.

7 MOVED: by Ed DeWitt, second by Vicki Ulrich, to approve hiring Sarah Pietro part time EMT specialist for the Ambulance Department. Motion carried.

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January 20, 2003

#8 MOVED: by Vicki Ulrich, second by Ed DeWitt, to terminate Dena Irwin's employment with the Ambulance Department, due to lack of availability. Motion carried.

#9 MOVED: by Vicki Ulrich, second by David Kauer, to allow the Ambulance Department to purchase of a new cot cost not to exceed \$3500.00. Motion carried.

#10 MOVED: by David Kauer, second by Marvin Chappa, to write off ambulance bill co-pay amount of \$85.87 Date of Service 4/2/2002 and co-pay amount of

\$99.28 Date of Service 9/20/2002 both patients are deceased and have no estates. Motion carried.

Clerk Besteman Jr. asked for a recess to research the legality of a closed session regarding Mike Roberts's request.

Recess: 8:00PM

Reconvene: 8:15PM

Discussion was held with regards to having a closed session. The Board determined that the closed session would not be legal since budget for the Safety Officer's position would be the topic. At the January 6, 2003 Board meeting the Safety Officer's position was cut effective April 2003. Mike Roberts read a letter requesting that the Board reconsider their decision of discontinuing the safety program. A copy of the letter is attached to these minutes. Superintendent Perkins explained the importance of having a safety officer employed.

#11 MOVED: by David Kauer, second by Marvin Chappa, to approve the sell of property #075-034-50 to Glen & June Finch in the amount of \$6,250.00

#12 MOVED: by Marvin Besteman Jr., second by Ed DeWitt, to table motion #11 with regards to the sell of property #075-034-50. Motion to table carried.

#13 MOVED: by Marvin Besteman Jr., second by Vicki Ulrich, to adopt the Cost Increase Resolution for the Removal of Solid Waste. Roll call vote all members voted yes. RESOLUTION declared carried.

Recess: 9:10PM

Reconvene: 9:20PM

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January 20, 2003

Supervisor Palma asked if there were any other comments regarding the budgets. No additional information was received the Budget Public Hearing closed at 9:25PM.

#14 MOVED: by Marvin Chappa, second by Vicki Ulrich, to adopt the 2003-2004 budgets as presented. Roll call vote all members voted yes. RESOLUTION declared carried.

CORRESPONDENCE

Barry Gokee- race track

Norman Miller- race track

Donnie Varcae Jr- race track

Jim Dort Jr.- race track

Bart- race track

Michigan Section of American Water Works Association

The meeting adjourned at 9:30PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
RENZ CONCESSION AGREEMENT**

January 23, 2003

4884 W Curtis St

MEMBERS PRESENT

Lawrence J Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Marvin Chappa, Trustee

MEMBERS ABSENT

David Kauer, Trustee

Also, Present Dick Renz, and DJ Malloy.

Attendance: 1

Supervisor Palma called the meeting to order at 7:06PM.

Dick Renz expressed concerns about control of the thermostat and having to pay the gas bill for the Club House. He also reported that sales have gone down over the last few years.

The Board discussed the following.

- How to create a more user friendly golf course
- Specials such as coupon books for green fees
- The operation of the concession
- Cost of food in the concession
- Canadian dollar
- Amount of golf played at the course and
- The need for rangers

The meeting adjourned at 8:07PM.

Marvin Besteman Jr., Clerk

Lawrence J Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
Replacement of the February 3, 2003 regular meeting**

February 6, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, Deb Muter, Jack Bailey, and Linda Peters.
Attendance: 15

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

Trustee Chappa apologized to the Board and Public for his outburst at the previous meeting.

#1 MOVED: by David Kauer, second by Vicki Ulrich, to accept the January 20, 2003 regular meeting and January 23, 2003 special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

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

General Fund	2,505.48
Fire Fund	2,523.06
Ambulance Fund	4,719.39
Property Management	37,842.51
Trail Grooming	189.10
Rec Center Fund	86.09
Golf Course Fund	242.52
DPW Fund	36,555.95
Police Fund	518.66

Grand Total \$86,189.88
Ck# 23079, 23084-23141
Motion carried.

PUBLIC COMMENTS:

- Concerns regarding trail conditions.
- Loose dogs in the area.

SUPERVISORS REPORT:

- Wellhead protection plan signs.

- The need to schedule two special meetings. The Board scheduled a special meeting for Tuesday, February 11, 2003 at 7:30pm for discussion of BCBS benefits and COLA and race track proposals time permitting otherwise a special meeting will be held on Wednesday, February 12, 2003 at 7:30pm.

COUNTY COMMISSIONER REPORT:

Commissioner Jim Moore reported on E911.

DEPARTMENT MANAGERS:

#3 MOVED: by Ed DeWitt, second by Vicki Ulrich, to allow the Fire Department to establish internet service. Motion carried.

#4 MOVED: by Vicki Ulrich, second by Ed DeWitt, to allow Sault Transmission in Canada to repair the #2 ambulance rig cost not to exceed \$2000.00. Motion carried.

Letters of interest to fill the vacant trustee position were received from Leo Wiley, Marvin Henderson, Danny O. Mitchell, Cyndia L. Roberts, Pat Topij, Christina Gill and Ronald Munro.

#5 MOVED: by Marvin Chappa, second by David Kauer, to appoint Marvin Henderson to the vacant Trustee position. Roll call vote four members voted yes two members voted no. Motion declared carried.

#6 MOVED: by Vicki Ulrich, second by Ed DeWitt, to take parcel #075-034-50 off the market and accept Eva F. Hassett's property donation. Restrictions to be recorded on both deeds. Motion defeated.

#7 MOVED: by David Kauer, second by Marvin Chappa, to place motion #11 of January 20, 2003 meeting back on the table. Moved: by David Kauer, second by Marvin Chappa, to approve the sell of property #075-034-50 to Glen & June Finch in the amount of \$6,250.00. Motion declared carried with four yes votes and two no votes.

Marvin Besteman Jr., Clerk submitted a written report regarding the MTA Educational Conference.

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February 6, 2003

COMMITTEE REPORTS:

The January 13, 2003 Rec Committee meeting minutes were received.

CORRESPONDENCE:

Road Commission- repair cost

Charter Communications- rate increase

John Matheson- Brownfield Committee resignation

Infrastructure Alternatives- lake dredging cost
Rudyard Schools- liaison officer at RJ Wallis
Bruce Township- information regarding ambulance service

The meeting adjourned at 8:30PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
EMPLOYEE BCBS BENEFITS & COLA**

February 11, 2003

4884 W Curtis St.

MEMBERS PRESENT

Lawrence Palma, Supervisor
Marvin Besteman Jr., Clerk
Ed DeWitt, Trustee
Marvin Chappa, Trustee
David Kauer, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Vicki Ulrich, Treasurer

Also, present DJ Malloy and Deb Muter.

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

Deputy Supervisor Malloy explained that the cost of health insurance will increase by 24% if the current contract is renewed. Proposed policy changes were presented to the Board. The Board reviewed changes that would help keep cost down including withholding COLA.

#1 MOVED: by David Kauer, second by Ed DeWitt, to change the current health insurance policy to a \$250.00 deductible, 15./30. dollar drug card, 30.00 dollars per office call and Dental/Vision effective April 1, 2003. Motion carried.

#2 MOVED: by Marvin Chappa, second by Ed DeWitt, to reimburse all employees \$5.00 per generic prescription effective April 1, 2003. Motion carried with 5 yes and 1 no vote.

The Supervisor's office will research legalities for reimbursement on prescription drugs and write the policy.

#3 MOVED: by David Kauer, second by Ed DeWitt, to approve a 2% COLA increase for all employees. Motion defeated with 2 yes and 4 no votes.

#4 MOVED: by David Kauer, second by Marvin Besteman Jr., to raise the reimbursement from \$1500.00 to \$1550.00 to employees who do not receive health insurance benefits. Motion defeated with 2 yes and 4 no votes.

The meeting adjourned at 8:30PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
RACE TRACK PROPOSAL PRESENTATIONS**

February 12, 2003

4884 W. Curtis St

MEMBERS PRESENT

Lawrence Palma, Supervisor
Marvin Besteman Jr., Clerk
Ed DeWitt, Trustee
Marvin Chappa, Trustee
Marvin Henderson Trustee

MEMBERS ABSENT

Vicki Ulrich, Treasurer
David Kauer, Trustee

Also, present Al Kogan, Dan Remillard, Todd & Donna Nyberg.

Attendance: 8

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

Al Kogan presented the first presentation. He expressed concerns of only having a one year contract. The following items were also covered.

- Three year lease instead of just a one year agreement
- Concession stand
- Size of coolers in the grand stands
- Race dates and tune & test
- Clean up
- One dollar per person in the pit area

The second presentation was given by Dan Remillard. Dan explained the following to the Board.

- Pay to the township
- Sign in the pit entrance forbidding alcohol
- Cooler size in the grandstands
- Organizing a booster club to help promote the race track
- Insurance rates
- Concerns regarding only having a one year contract

The Board discussed, with Dan, concerns regarding cars on the track when there were no races or testing scheduled. The issues of one dollar per person in the pit area and fire & ambulance coverage were also discussed with Dan.

Dan introduced the person who is organizing the Kinross Speedway Booster Club a non profit organization to help promote and advertise the track.

Recess: 8:20PM

Reconvene: 8:36PM

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February 12, 2003

The last proposal was received from Todd & Donna Nyberg they explained that this is the second proposal they have submitted. They also, stated that they have a group of people who are interested in helping to run the track.

The Board discussed the following issues with the Nybergs.

- Leasing the track for one year or more
- Year round activities
- One dollar per adult and 16 years and under free
- Start and ending dates
- Use of township equipment
- Fire and ambulance coverage

The meeting adjourned at 9:03PM.

Marvin Besteman Jr., Clerk

Lawrence Palma

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

February 17, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, Linda Peters, and Alan Mosses

Attendance: 17

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

#1 MOVED: by David Kauer, second by Vicki Ulrich, to accept the February 3, 2003 regular meeting minutes as presented and accept the February 11, 2003 special meeting minutes with one correction to motion #2 by adding “and \$10.00 reimbursement per name brand prescription drug with proof of purchase” the motion to read “to reimburse all employees \$5.00 per generic prescription and \$10.00 per name brand prescription drug with proof of purchase effective April 1, 2003. Motion carried.

The finance committee reviewed the bills and requested approval.

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

General Fund	22,800.59
Fire Fund	136.26
Ambulance Fund	13,706.02
Property Management	5,560.98
Trail Grooming	237.47
Rec Center Fund	5,884.75
Fairgrounds Fund	420.72
Golf Course Fund	3,619.83
DPW Fund	43,722.08
Police Fund	5,137.05

Grand Total \$101,225.75

Ck# 23149-23210

Motion carried.

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February 17, 2003

PUBLIC COMMENTS:

- Resident encouraged the board to lease the race track to some one who would also, consider some kind of winter activities.
- Good reports were received by area businesses regarding the snow mobile trails.

SUPERVISORS REPORT:

Supervisor requested that Trustee Henderson be appointed to three committees needing Board representation.

#3 MOVED: by Ed DeWitt, second by Marvin Chappa, to appoint Trustee Henderson to the Finance Committee, DPW Advisory Committee and Cemetery Committee. Motion carried.

DEPARTMENT MANAGERS:

None

COMMITTEE REPORTS:

The Board received the Park & Rec Committee’s February 10, 2003, meeting minutes. No action required by the Board.

#4 MOVED: by Ed DeWitt, second by Marvin Henderson, to award the race track proposal to Todd & Donna Nyberg for the 2003 race season. Motion carried with two no votes

Discussion was held with regards to the Nyberg’s proposal. Board members expressed concerns about races taking place on Sundays and stated several residents living in the area would be upset. The Nyberg’s who were in attendance at tonight’s meeting committed verbally that they would honor the request of no race activities on Sunday’s.

#5 MOVED: by David Kauer, second by Marvin Chappa, to adopt the February 17, 2003 Budget Adjustment Resolution as presented. Roll call vote all members present voted yes. RESOLUTION declared carried.

Employment resignation’s were received from Linda Peters, Property Manager and Marvin Chappa, Grooming Coordinator.

Clerk Besteman informed the Board about some of the changes for on call fire departments. Three On-Call Fire Department books were purchased for review.

The meeting adjourned at 8:00PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

March 3, 2003

4884 W. Curtis St.

MEMBERS PRESENT

MEMBERS ABSENT

- Lawrence Palma, Supervisor
- Marvin Besteman Jr., Clerk
- Vicki Ulrich, Treasurer
- Ed DeWitt, Trustee
- David Kauer, Trustee
- Marvin Chappa, Trustee
- Marvin Henderson, Trustee

Also, present Sheila Gaines, Deb Muter, Mike Roberts, and Woody VanVolkenburg.
Attendance: 12

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the February 17, 2003 regular meeting minutes and the February 12, 2003 special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	6,444.52
Fire Fund	559.96
Ambulance Fund	4,271.61
Property Management	1,681.63
Trail Grooming	655.80
Rec Center Fund	1,122.26
Fairground Fund	124.94
Golf Course Fund	517.16
DPW Fund	24,417.20
Police Fund	1,877.14

Grand Total \$41,672.22

Ck# 23225-23279

Motion carried.

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March 3, 2003

EDWARD D. JONES:

- Bill McLeod presented an analysis of the townships investment. Over all the township is doing well however, the next two years will be challenging.

SUPERVISORS REPORT:

- Due to the extreme cold weather please remember to let your water run until further notice. Also, remind your friends and neighbors.

DEPARTMENT MANAGERS:

January report was received from Mike Roberts.

Ambulance Administrator Muter submitted job descriptions for the Board to review and make recommendations at the March 17, 2003 meeting. Also, requested approval to terminate one employee and post for replacement.

#3 MOVED: by Ed DeWitt, second by Marvin Henderson, to approve Deb Muters recommendation to terminate Linda Ludwig's employment with the ambulance department. Motion carried.

#4 MOVED: by Marvin Chappa, second by Marvin Besteman, to allow Deb Muter to post for one additional full time EMT Specialist for the ambulance department employment effective March 30, 2003. Motion carried.

#5 MOVED: by Vicki Ulrich, second by Ed DeWitt, to allow Norm Perkins to purchase material, for the construction of cabinets at the recreation center, from the Home Depot in Gaylord cost not to exceed \$1800.00. Motion carried.

#6 MOVED: by David Kauer, second by Marvin Henderson, to temporarily increase Dawn McCoy's work hours at the recreation center from 32 hours per week to 39 hours per week. Motion carried.

#7 MOVED: by Ed DeWitt, second by David Kauer, to approve the 2003-2004 township board meeting dates as presented. Motion carried with two no votes.

#8a MOVED: by Marvin Chappa, second by Vicki Ulrich, to enter into lease agreement for 2003 with Richard Renz/Dicks Golf as written last year with the understanding that beginning September 30, 2003 the township will advertise for proposals to run the concession for 2004 season. Motion tabled. **#8b MOVED:** by Marvin Besteman Jr., second by Vicki Ulrich, to table main motion until next meeting. Five yes two no votes Motion to table carried.

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March 3, 2003

#9a MOVED: by David Kauer, second by Marvin Besteman, to increase Department Managers expenditures from \$500.00-\$2500.00 without Board approval however, money must be in budget and Township Supervisor must approve purchase. **#9b MOVED:** by Ed DeWitt, second by Marvin Chappa, to amend main motion by decreasing expenditure from \$2500.00-\$1000.00. Two yes four no vote's motion to amend defeated. Main Motion carried with five yes and two no votes.

#10 MOVED: by Vicki Ulrich, second by Marvin Besteman Jr., to allow the township Supervisor at his discretion to call Linda Peters into work to continue working on pending projects for township property management business not to exceed forty hours per month for the next ninety days at prorated rate of pay received prior to resignation. Motion carried with two no votes.

CORRESPONDENCE:

Chippewa County- regarding coal plant

Joni Andary- Road Advisory

Eva Hassett- with drawl of property offer

Glen & June Finch- earnest money for parcel #075-034-50 purchase

Norm Perkins- lumber cut at Duke Lake

Dafter Township- February meeting minute regarding Kinross Road

Meeting adjourned at 8:55PM

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

March 17, 2003

4884 W Curtis St

MEMBERS PRESENT

Lawrence Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Norm Perkins, Jack Bailey, Woody VanVolkenburg, Sarah Grabendike, Mike Roberts, Deb Muter, Gary Timchuck, and Franklin Noha.

Attendance: 20

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the March 3, 2003 meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	12,791.55
Fire Fund	15,035.06
Ambulance Fund	18,347.78
Property Management	1,528.97
Trail Grooming	605.13
Recreation Fund	5,739.95
Fairgrounds Fund	69.71
Golf Course Fund	8,030.22
DPW Fund	40,914.40
Police Fund	5,347.39

Grand Total \$108,437.16

PUBLIC COMMENTS:

None

SUPERVISORS REPORT:

- The Township received a letter from the State of Michigan requesting a reduction in rental rates.
- Spring Clean up is scheduled for May 3, 2003. The Special Assessment District will receive curbside pickup. Residents outside the Special Assessment District may pick up dump passes from the township hall a week prior to the scheduled date. Senior citizens in the out township will receive special pickups by calling the township. As last year metal will not be picked up. The DNR has monies available for placing dumpsters in wooded areas around the township. We will need volunteers to go out and pick up garbage in those areas.
- Please remind everyone to continue letting your water run to prevent freeze ups. We will notify you when it is safe to discontinue.

#3 MOVED: by Ed DeWitt, second by Vicki Ulrich, to approve May 3, 2003 Spring Clean up Day and follow the same policies as last year. Motion carried.

DEPARTMENT MANAGERS:

Sarah Grabendike submitted information regarding Youth Works Inc. A presentation will take place at the April 7, 2003 township board meeting.

#4 MOVED: by Marvin Besteman Jr., second by Ed DeWitt, to approve MFC PIMCO RCM Global Technology, MFC Energy, MFC PIMCO Foreign Bond, and MFC AIM Mid Cap Core Equity, these funds will be available as additional investment choices, for employees, from our pension plan company. Motion carried.

#5 MOVED: by David Kauer, second by Marvin Chappa, to appoint Sarah Pietro full-time EMTS effective March 30, 2003. Motion carried.

#6 MOVED: by David Kauer, second by Marvin Chappa, to appoint Ressie Stranlay from EMTS to full-time Paramedic position effective April 13, 2003. Motion carried.

#7 MOVED: by Marvin Besteman Jr., second by Vicki Ulrich, to hire Anthony Aiello full-time EMTS effective April 1, 2003. Motion carried.

#8 MOVED: by Marvin Chappa, second by Vicki Ulrich, to accept revised EMS Job Descriptions as presented. Motion carried.

#9 MOVED: by Vicki Ulrich, second by David Kauer, to hire Mike Roberts for the vacant full-time DPW Utility Person effective April 1, 2003 at a pay rate of \$10.64 per hour step level #3. Motion carried.

COMMITTEE REPORTS:

The Park & Rec Committee, Police Board and Planning Commission meeting minutes were received.

#10 MOVED: by Marvin Chappa, second by Marvin Besteman Jr., to allow Dee Dumas and Wilma Cartwright to camp at RV West for the 2003 season at a flat rate of \$600.00 not to include fair time camping. Motion carried.

CGE Auctions requested the use of the Community Park for a Farmers Market type business. Following a lengthy discussion a special meeting is scheduled for Monday, March 24, 2003 at 6:00PM. The Board will also, discuss Community Park signage at this meeting.

#11 MOVED: by Marvin Chappa, second by Ed DeWitt, to approve the writes offs of three ambulance bills #1 run date of 9/25/2000 in the amount of \$599.00 due to bankruptcy, #2 run date of 9/16/1999 in the amount of \$299.00 and #3 run date of 12/26/1999 in the amount of \$20.00 both due to no mailing addresses. Motion carried.

#12 MOVED: by Marvin Besteman Jr., second by Ed DeWitt, to take motion #8a of March 3, 2003 off the table. Motion moved by Marvin Chappa, second by Vicki Ulrich, to enter into lease agreement for 2003 with Richard Renz/Dicks Golf as written last year with the understanding that beginning September 30, 2003 the township will advertise for proposals to run the golf course concession for the 2004 season. Motion carried with 3 no and 4 yes votes.

#13 MOVED: by Ed DeWitt, second by David Kauer, to adopt the 2002 – 2003 Budget Adjustment Resolution. Roll call vote all members voted yes. RESOLUTION declared adopted.

#14 MOVED: by Marvin Besteman Jr., second by Marvin Henderson, to adopt the General Fund Resolution placing \$23,000.00 in reserves for building projects. Roll call vote all members voted yes. RESOLUTION declared adopted.

#15 MOVED: by David Kauer, second by Ed DeWitt, to enter into Franchise lease agreement with Edison Sault Electric Company. Roll call vote all members voted yes. RESOLUTION declared adopted.

#16 MOVED: by David Kauer, second by Marvin Chappa, to enter into the July 17-24, 2003 lease agreement with Michigan Quarter Horse Association and allow the Supervisor to sign agreement. Motion carried.

Clerk Besteman reminded the Board that Catherine Mullhaupt from Lansing will be doing a presentation regarding Open Meeting and Freedom of Information Acts at the March 20th, 2003 MTA meeting.

Trustee Henderson informed everyone that Habitat for Humanity would be building a home in the area. Volunteers would be needed and greatly appreciated please, contact Trustee Henderson who is the Coordinator for the project.

CORRESPONDENCE:

Nancy Berkompos, RHS Superintendent
Sue Smith- thank you
Chippewa County EDC- Resolution

The meeting adjourned at 8:45PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
CGE AUCTIONS use of COMMUNITY PARK
and COMMUNITY PARK SIGNAGE**

March 24, 2003

4884 W Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Vicki Ulrich, Treasurer

Also, present Jack Bailey, three representatives from CGE Auctions and Dave Thomas from Legends Advertising.

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

The Board discussed the following items with CGE Auctions representatives who are requesting the use of the 4-H building, dairy, beef, pig, and poultry barns for auctions.

- The 4-H Building is often rented on Saturdays

- There is no heat in the 4-H during the winter months
- The Board is referring this issue to Planning since there may need be zoning changes made

Recess: 6:50PM
 Reconvene: 6:58PM

Dave Thomas of Legend Advertising explained the company's services and sale operations regarding what they have to offer the township as far as signage at the Community Park.

MOVED: by Marvin Chappa, second by David Kauer, to allow Supervisor Palma to proceed working with Legend Advertising on proposed contract for the sale of advertisement signs at the Community Park. Motion carried.

Meeting adjourned at 7:25PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
 REGULAR MEETING**

April 7, 2003

4884 W. Curtis St.

MEMBERS PRESENT

MEMBERS ABSENT

Lawrence J. Palma, Supervisor
 Marvin Besteman Jr., Clerk
 Vicki Ulrich, Treasurer
 Ed DeWitt, Trustee
 David Kauer, Trustee
 Marvin Chappa, Trustee
 Marvin Henderson, Trustee

Also, present Sheila Gaines, DJ Malloy, Chief Wilde, Bill Palmer, Larry Baker, Norm Perkins, Woody VanVolkenburg, Mike Roberts, Bruce Osborn, and Deb Muter.

Attendance: 27

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the March 17, 2003 and March 24, 2003 meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found one withholding. It was a unanimous decision of the finance committee to withhold invoice #5981 in the amount of \$379.95.

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

General Fund	12,334.70
Fire Fund	1,382.42
Ambulance Fund	5,863.57
Property Management	2,313.63
Trail Grooming	86.99
Rec Center Fund	4,266.63
Fairground Fund	313.96
Golf Course Fund	2,430.74
DPW Fund	44,013.97
Police Fund	1,374.22

Grand Total \$74,371.67

Ck# 23379-23451

Ck# 23448 withheld

Motion carried.

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April 7, 2003

PUBLIC COMMENTS

None

Christine Beamish, Director of United Way, and Todd Bratulich, Youth Works Regional Director requested the use of the Recreation Center during the 2003 summer. They would like to use the Rec Center to house high school students as well as adult leaders. The purpose of the group is to support and help community members with housing repairs, conduct children's programs, work with the elderly, and serve the community as a whole.

Youth Works requested an agreement from the township to use four to five classrooms for sleeping, separate bathroom facilities, cooking and dining area, meeting room, storage facility and two additional rooms for staff. Following the presentation Board members had several questions and concerns. Todd will return to the township the afternoon of Tuesday, April 08, 2003 and meet with three members of the Board to discuss the request in more detail.

DEPARTMENT MANAGERS

Department reports were received from Chief Wilde, Sheila Gaines and Jamie Davison. Department Managers Sarah Grabendike, Norm Perkins, and Bill Palmer presented items for approval.

#3 MOVED: by David Kauer, second by Marvin Chappa, to hire Joshua Stelmaszek part time computer lab assistant for the Rec Department at an hourly rate of eight dollars per hour not to exceed twenty hours per week. Motion carried.

#4 MOVED: by David Kauer, second by Marvin Chappa, to re-employee Jessica Brueggeman part time program assistant for the Rec Department at the same rate of pay she was making as of October 2002 not to exceed twenty hours per week. Motion defeated.

Human Resource Director DJ Malloy presented information regarding an Employee Assistance Program offered by Marquette General Hospital. DJ will contact Sam Logsdon, Employee Assistance Program Counselor to schedule a workshop meeting to present the program in depth to the Board and Department Managers. The Human Resource Department also requested an amendment to the personnel policy handbook.

#5 MOVED: by Marvin Besteman Jr., second by Vicki Ulrich, to amend the Personnel Policy Handbook by stating "Personal Leave will be prorated quarterly to the employee's time of hire. If the employee's hire date falls within the first quarter, they will receive 16 hours, second quarter 12 hours, third quarter 8 hours and fourth quarter 4 hours of personal leave benefit". Retroactive January 1, 2003. Motion carried.

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April 7, 2003

#6 MOVED: by Marvin Chappa, second by David Kauer, to allow Norm Perkins to purchase a self contained reconditioned ground thawing machine in the amount of \$17500. and 40 blankets in the amount of \$1300. Motion carried.

#7 MOVED: by Marvin Besteman Jr., second by Vicki Ulrich, to approve a fifty-cent (.50) per hour merit increase to Golf Course employee Derek Black this will increase his wage from \$7.50 to \$8.00 per hour. Motion carried.

COMMITTEE REPORTS

The Board received the Planning Commission's March 24, 2003 meeting minutes.

Supervisor Palma presented the introduction of Ordinance #1.128, #1.129 and #1.100E. And requested the Public Hearings be scheduled.

#8 MOVED: by Marvin Besteman Jr., second by David Kauer, to schedule Public Hearing's for Ordinance #1.128, #1.129 and #1.100E for June 2, 2003. Motion carried.

#9 MOVED: by Vicki Ulrich, second by David Kauer, to establish an account at the Soo Co-Op Credit Union for wire transfers and Pitney Bowes. Motion carried.

#10 MOVED: by Vicki Ulrich, second by Ed DeWitt, to close out Soo Co-Op Credit Union account #4152650 used for the Kinross Speedway and transfer money into the township's common cash account. Motion carried.

Fire Chief Baker informed the Board that the Fire Department's request to participate in the Federal Excess Property Program was approved. The Department will receive a truck of their choice free of charge.

#11 MOVED: by Marvin Chappa, second by David Kauer, to allow the Fire Department to participate in the Federal Excess Property Program and receive a free truck. Motion carried.

#12 MOVED: by Ed DeWitt, second by Marvin Chappa, to hire one full-time temporary EMT excluding benefits for the Ambulance Department. Motion carried.

A Resolution was presented by Commissioner Moore from the Chippewa County Board of Commissioners for special recognition of the townships public water system. The township's water has been rated best tasting in Michigan, fourth best in the nation and fifth best internationally.

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April 7, 2003

Nancy Berkompas, Rudyard Schools Superintendent explained how Public Education monies are currently being spent.

CORRESPONDENCE

Vicki Ulrich- Huntington Bank
Jeri Bailey- Marketing of township properties
Rudyard Township- Ordinance enforcement meeting
USDA- Ambulance equipment payment approval

The meeting adjourned at 9:05PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

April 21, 2003

4884 W Curtis St

MEMBERS PRESENT

Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Lawrence J. Palma, Supervisor

Also, present Sheila Gaines, DJ Malloy, Deb Muter, and Sarah Grabendike.

Attendance: 26

Clerk Besteman announced that Supervisor Palma will be absent tonight due to a family medical emergency and the Board would need to appoint a chair person for the meeting

#1 MOVED: by Ed DeWitt, second by Vicki Ulrich, to appoint Marvin Besteman Jr. to chair tonight's meeting. Motion carried.

Clerk Besteman called the meeting to order at 7:35PM. Trustee Chappa led the Pledge of Allegiance.

#2 MOVED: by David Kauer, second by Vicki Ulrich, to accept the April 7, 2003 meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found one withholding of \$15.48.

#3 MOVED: by Vicki Ulrich, second by Ed DeWitt, to pay the following bills less \$15.48 for shipping paid in error to Kimball Midwest under the DPW Fund .

General Fund	10,201.28	
Fire Fund	723.44	
Ambulance Fund	16,972.47	
Property Management	1,253.22	
Trail Grooming	165.82	
Rec Center Fund	2,676.69	
Fairground Fund	230.71	
Golf Course Fund	4,552.99	
DPW Fund	39,352.15	-15.48
Police Fund	3,562.27	

Grand total \$79,675.56

Ck# 23460-23530

Motion carried.

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April 21, 2003

Renee Butler Director of Head Start and children who attend the program presented a plaque to the Board for all their support over the years.

PUBLIC COMMENTS

- Resident informed the Board that a postal carrier was bitten by a dog. Animals in the area cause problems to all personnel who need to read utility meters. She questioned the Board regarding the ordinance.
- Kinross Booster President Dan Mitchell requested the use of the 4-H basement for BINGO during June, July and August free of charge. If the event goes well they would request the use of the building during the winter months as well and have agreed to install a boiler type heating system providing they may continue using

the building at no charge since it benefits departments within the township. Clerk Besteman requested that the Boosters submit their request in writing.

SUPERVISORS REPORT

- In the absence of Supervisor Palma Deputy Malloy explained the reason for cutting down trees along M-80. The township has been approved for a street scape grant and we are preparing to install water & sewer lines. We will be replacing the trees at a later date. As for the trees that are being cut down on Fair Road we were approached by a resident living on that road and we are only cutting down the trees that are
- of no use they will also be replaced.
- Joni Andary submitted a letter of interest to serve on the Road Advisory Committee.
- The township is writing a letter of support for the Habitat for Humanity Home that will be built this summer.
- Reminder that Public Hearings for Ordinance #s 1.128, 1.129 and 1.100E will be held June 2, 2003.

#4 MOVED: by Ed DeWitt, second by David Kauer, to appoint Joni Andary to the Road Advisory Committee. Motion carried.

#5 MOVED: by Marvin Henderson, second by Marvin Chappa, to approve the removal of Jack Pine trees along Fair Road between the 4-H building and Race Track entrances to the fairgrounds and replace with Red Pines. Motion carried.

#6 MOVED: by David Kauer, second by Marvin Chappa, to write a letter of support for Habitat for Humanity. Motion carried.

DEPARTMENT MANAGERS

Mike Hoolsema Accountant requested approval to increase Work Comp Insurance.

#7 MOVED: by Marvin Chappa, second by David Kauer, to approve increasing Work Comp coverage from \$100,000. to \$500,000. per accident and from \$100,000. to \$500,000. per employee. Total additional annual premium cost of \$690.00. Motion carried.

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April 21, 2003

COMMITTEE REPORTS

Rec Center April 14, 2003 meeting were received with several items needing support by the Board.

#8 MOVED: by Marvin Chappa, second by David Kauer, to offer employment contract for caretaker of RV Park West to Mary Cobb for the 2003 season and change second paragraph by inserting by the employee "Compensation

will be paid monthly of 15% of the camping fees collected by the employee from the previous months collections” Motion carried.

#9 MOVED: by David Kauer, second by Marvin Chappa, to offer employment contract for caretaker of RV Park East to Harold Pope. Motion carried.

#10 MOVED: by Ed DeWitt, second by Vicki Ulrich, to approve lease agreement with Northern Great Lakes Fur Harvester, Inc. for the use of the Quonset, Dunbar, 4-H building and exhibit hall B from 12 noon September 18, until 11:59pm September 21, 2003. Motion carried.

#11 MOVED: by David Kauer, second by Marvin Chappa, to approve lease agreement with Westbrook Farms for charity event taking place August 9th and 10th. Motion carried.

The Northern Great Lakes Fur Harvester agreement will be reviewed next year to establish if the township is charging enough money to cover the expenses. Both lease agreements need to be rewritten using the townships “Standardize Lease Agreement.”

#12 MOVED: by Vicki Ulrich, second by Ed DeWitt, to host the Youth Works program allowing them to use the recreation center this summer providing it meets the needs of our insurance company’s policy. Motion carried.

#13 MOVED: by Marvin Chappa, second by Ed DeWitt, to request Norm Perkins get a quote from Wade Trim for engineering inspection of the 4-H, Grandstands and Dunbar Building. Motion carried.

Discussion held regarding the Rec Committees request to terminate lease agreement with Straits Area Tae Kwon Do at the Rec Center and help find an alternate space. The Board agreed to table any decision and place on the May 5, 2003 meeting agenda.

#14 MOVED: by Ed DeWitt, second by David Kauer, to allow the Fair Board to improve the following items at the Community Park...improve electric around grounds, complete livestock office, construct open stall horse barn into rabbit barn, purchase new sound system for livestock area, place lights in the covered show ring, lay gravel along path behind exhibit building, place clay into the horse track with respect to the fencing the Board requests a lay out of fence area prior to installing. Motion carried.

Dukes Lake bathhouse will be completed this year. The project and budget was approved.

#15 MOVED: by Marvin Chappa, second by Marvin Henderson, to approve the Planning Commissions recommendation allowing Montgomery Aggregate Products, Inc. to operate quarry located on Wilson Road. Motion carried with two no votes.

#16 MOVED: by Marvin Besteman, second by Ed DeWitt, to approve the 2003 Car Race dates as presented. Motion carried.

#17 MOVED: by Marvin Henderson, second by Marvin Chappa, to approve Millennium Motorsports lease agreement for Go-Kart racing and allow Supervisor to sign. Motion carried.

#18 MOVED: by Marvin Chappa, second by Ed DeWitt, to allow Ivan Hansen purchase lot 3 Commercial Plat 1, and proceed with sale. Motion carried.

#19 MOVED: by Marvin Chappa, second by David Kauer, to adopt Resolution Opposing any Proposal to reduce or eliminate Michigan State Police Presence in Townships and send a copy of to the governor and state legislator. Roll call vote all members present voted yes. RESOLUTION declared carried.

#20 MOVED: by Ed DeWitt, second by Marvin Henderson, to support and submit Marvin Besteman nomination to the Michigan Township Participating Plan Board of Directors. Motion carried.

#21 MOVED: by Marvin Chappa, second by Marvin Henderson, to extend Ambulance coverage from 9 Mile Road to 6 Mile Road in Dafter Township pending written request. Motion carried with one no vote.

The Easter Breakfast and Dance was a great success thank you to everyone that attended and made donations.

CORRESPONDENCE

Bauckham, Sparks, Rolfe, Lohrstorfer & Thall, P.C.
Lakeland Inc Fishing Day Donation

The meeting adjourned at 9:15PM.

Marvin Besteman Jr., Clerk

Lawrence J Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
SEWER & WATER EXTENSION
CEDAR GROVE/RILEY PROJECT**

April 28, 2003

4884 W. Curtis St.

MEMBERS PRESENT

MEMBERS ABSENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

David Kauer, Trustee

Also, present Woody VanVolkenburg.

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

The Board reviewed and discussed the following information received from Norm Perkins regarding the Cedar Grove and Riley project.

- Budget for project
- Approval from DEQ
- Construction permit received
- The 66' foot right of way
- And the 20' foot utility easement

MOVED: by Ed DeWitt, second by Marvin Chappa, to approve Norm Perkins request to proceed with the Riley/Cedar Grove utility project as outlined in his memo dated April 28, 2003. Motion carried.

The meeting adjourned at 7:36PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

May 5, 2003

4884 W Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Bill Palmer, Jack Bailey, Mike Hoolsema, Woody VanVolkenburg, and Jamie Davison.

Attendance: 20

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

The Board presented Breena Burby with a plaque for achievement of the Girl Scout Gold Award. Breena is the first scout from troop 373 to receive the Gold Award which is the highest rank in scouting. The Board and residents gave their appreciation to Breena for her outstanding citizenship and contributions to the community.

Sam Logsdon from Marquette General Hospital gave a presentation on the Employee Assistance Program the hospital offers.

#1 MOVED: by Vicki Ulrich, second by Marvin Henderson to accept the April 21, 2003 regular meeting minutes with corrections 1- Motion #3 payment of the bills corrected to state a withholding of \$22.12 for shipping error to Kimball Midwest under the DPW Fund. 2- Correct motions #8 & #9 by changing the word “employee” to “Independent Contractor” and 3- correct Motion #5 by replacing “Race Track” with “main entrance” Motion carried as corrected.

#2 MOVED: by Marvin Chappa, second by Marvin Besteman Jr., to accept the April 28, 2003 special meeting minutes as presented. Motion carried.

Page 2

May 5, 2003

The finance committee reviewed the bills and found no withholdings.

#3 MOVED: by Vicki Ulrich, second by Marvin Henderson, to pay the following bills.

General Fund	4,045.49
Fire Fund	1,451.12
Ambulance Fund	7,077.34
Property Management	1,510.60
Trail Grooming	92.91
Rec Center Fund	3,038.95
Fairgrounds	176.55
Golf Course	8,758.94
DPW Fund	43,968.13
Police Fund	2,252.16

Grand Total \$72,372.19

Ck#23531, 23532, 23541, and 23547-23629

Motion carried.

Discussion was held regarding changing the BCBS contract to reflect the employee Handbook.

#4 MOVED: by Marvin Henderson, second by David Kauer, to change the BCBS contract to reflect the employee handbook retroactive to April 1, 2003. Motion carried.

#5 MOVED: by Vicki Ulrich, second by Marvin Chappa, to approve payment of invoice #32403 in the amount of \$45.99. Motion carried.

PUBLIC COMMENT

- Resident questioned the trees that are being cut down on Fair Road.
- Habitat for Humanity project will begin on Saturday, May 10, 2003, 9:00AM. Volunteers are needed.

Recess: 8:35PM

Reconvene: 8:50PM

Trustee Kauer requested that the Supervisor schedule a special workshop to review the personnel policy handbook.

SUPERVISORS REPORT

- Kids Fishing Day is scheduled for June 7, 2003. The township has received several donations. Board approval is needed to purchase fish.

#6 MOVED: by Ed DeWitt, second by Marvin Chappa, to approve the purchase of trout for "Kids Fishing Day" cost not to exceed \$1200.00. Motion carried.

Page 3

May 5, 2003

- Supervisor Palma requested approval to distribute remaining trail grooming salary funds of \$726.12 and divide between the two employees who assumed the responsibility of trail grooming.

#7 MOVED: by Vicki Ulrich, second by Ed DeWitt, to divide the remaining trail grooming funds of \$726.12 between Jack Bailey and Frank Naccarato for assuming the responsibility of the 2002-2003 trail grooming. Motion carried with one no vote.

DEPARTMENT MANAGERS

Monthly reports were received from Chief Wilde, Jamie Davison and Bill Palmer.

#8 MOVED: by Marvin Henderson, second by Marvin Besteman, to approve length of service pay increase of fifty cents (.50) to Tom McKee, Dick Campbell, Joy Postma, Chris Schroeder, Brian Norton, and Kristin Priskorn and a length of service increase of twenty-five cents (.25) to Daphne Rapelje. Motion carried with two no votes.

#9 MOVED: by Marvin Besteman, second by Marvin Henderson, to approve and post the Kincheloe Memorial Golf Course Rules & Regulations. Motion carried.

#10 MOVED: by Marvin Chappa, second by David Kauer, to approve the purchase of a Driving Range ball Machine for the Golf Course in the amount of \$2295.00. Motion carried.

#11 MOVED: by Marvin Chappa, second by Ed DeWitt, to approve hiring Kevin Davis mechanic for the golf course at a pay rate of \$7.50 per hour retroactive April 28, 2003. Motion carried.

It was also, stated that a job description will need to be written.

#12 MOVED: by David Kauer, second by Marvin Chappa, to approve hiring Jeremy Spencer temporary full time EMT for the Ambulance Department. Motion carried.

COMMITTEE REPORTS

The Road Advisory's March 27, 2003 meeting minutes were received. Discussion was held on the recommendation to do Johnson Rd from Thompson to Ploegstra. And build up Kinross Rd as far as Lockhart Rd in preparation of paving.

#13 MOVED: by Ed DeWitt, second by Marvin Chappa, to have the Supervisor continue working with the Chippewa County Road Commission regarding the cost of 2003 road repairs as recommended by the Road Advisory Committee. Motion carried.

Page 4

May 5, 2003

#14 MOVED: by Ed DeWitt, second by David Kauer, to adopt the TELECOMMUNICATIONS RIGHTS-OF-WAY RESOLUTION. Roll call vote all members present voted yes. RESOLUTION declared carried.

Centerytel application for permit pursuant to the METRO Act will be held until the next meeting.

#15 MOVED: by Marvin Chappa, second by Vicki Ulrich, to allow the Kinross Boosters to use the 4-H building basement for Wednesday evening BINGO at no additional expense to the township and adopt the Charitable Gaming License Resolution. Roll call vote all members present voted yes RESOLUTION declared adopted and Motion carried.

#16 MOVED: by David Kauer, second by Marvin Chappa, to notify Jamie Stelmaszek/Area Tae Kwon Do that he has thirty days to vacate the Recreation building. Motion carried.

#17 MOVED: by David Kauer, second by Vicki Ulrich, to support the I-75 Corridor Resolution. Roll call vote all members present voted yes. RESOLUTION declared carried.

No action taken on letter received from Reed & Associates regarding marketing of township properties.

#18 MOVED: by David Kauer, second by Marvin Chappa, to approve contacting Carol Peterson to solicit appraisals of lots on M-80. Motion carried.

#19 MOVED: by Vicki Ulrich, second by David Kauer, to approve paying Mary Cobb a 15% camping commission all season. Motion carried with two no votes.

#20 MOVED: by Marvin Henderson, second by Marvin Chappa, to notify Fire Chief Baker and request he takes care of the required annual area prisons fire inspections within 60 days. Motion carried.

CORRESPONDENCE

Thank you letters for donations of “Kids Fishing Day”
Eppinger MFG Company donation
Chippewa County Road Commissioners 2002 Annual Act 51 Report

The meeting adjourned at 10:10PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

May 19, 2003

4884 W Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Deb Muter, Norm Perkins, Mike Roberts, Bruce Osborn, Jack Bailey, and Woody VanVolkenburg.

Attendance: 18

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

#1 MOVED: by David Kauer, second by Vicki Ulrich, to accept the May 5, 2003 meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and withheld invoice #21655 in the amount of \$199.95 pending additional information from Department Manager.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	13,272.10
Fire Fund	118.32
Ambulance Fund	69,850.10
Property Management	355.10
Trail Grooming	40.54
Rec Center Fund	4,520.14 -\$199.95
Fairgrounds	394.91
Golf Course	13,175.09
DPW Fund	26,691.96
Police Fund	4,244.01

Grand total \$132,462.32

Ck# 23635, 23643, 23645-23713

Motion carried

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May 19, 2003

PUBLIC COMMENT

- Resident asked what if anything could be done about Charter Communications reception on local channels.
- Questions were asked regarding the computer programming at the Rec Center.
- RAB meeting is scheduled for Tuesday, May 20, 2003 at 7:00pm the public is encouraged to attend.
- A burn barrel will be set up at the Heritage Museum for flags that need burning.

SUPERVISORS REPORT

- Kids Fishing Day is scheduled for free fishing day Saturday, June 7, 2003. Thanks to Deputy Malloy we have received several donations of various items. Volunteers are needed. Please contact us if you are available to help out.

DEPARTMENT MANAGERS

Superintendent Perkins submitted a monthly report requesting consideration of several items.

#3 MOVED: by Vicki Ulrich, second by Marvin Besteman, to approve hiring Rick Armentrout and Mike McDowell seasonal ground maintenance personnel for the DPW should either one decline or leave for any reason approval is given to hire Steve Batho and or Aaron Stallman as alternates. Motion carried.

#4 MOVED: by Marvin Chappa, second by Vicki Ulrich, to allow Norm Perkins to purchase a Snap on tool box in the amount of \$4,265.00. Motion carried.

Norm Perkins requested a special meeting to discuss using Mike Roberts for part time Safety Administrator. The Board agreed to schedule the meeting for May 28, 2003 at 6:00PM.

#5 MOVED: by Marvin Chappa, second by David Kauer, to approve the purchase, after the Supervisor, Clerk, and Treasurer determines which fund the money will be taken from, a Leaf Sweeper/Vac System in the amount of fifteen thousand dollars (15,000.). Motion carried.

#6 MOVED: by Marvin Chappa, second by Marvin Besteman, allow Deb Muter to use an ambulance for attending Ambulance awareness/legislation meeting in Lansing to show opposition regarding increased bridge fares and cuts in Medicaid & Medicare. Motion carried.

#7 MOVED: David Kauer, second by Vicki Ulrich, approve enrolling all employees, with the exception of seasonal employees, in the Marquette General Hospital Employee Assistance Program at thirty-dollars (\$30.) per employee. Motion carried with one no vote.

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May 19, 2003

COMMITTEE REPORTS

The Planning Commissions May 12, 2003 meeting were received. Commission Members approved Hansen Investments site plan for Lot #3 Commercial Plat 1.

#8 MOVED: by Ed DeWitt, second by Marvin Chappa, to approve the sale of Lot #3 Commercial Plat 1 to Hansen Investments in the amount of thirteen thousand six hundred and fifty one dollars (\$13,651.) Motion carried.

#9 MOVED: by Ed DeWitt, second by David Kauer, to approve Centerytels and Chippewa County Telephones Right-of-Ways permits. Motion carried.

#10 MOVED: by David Kauer, second by Marvin Henderson, to approve Paul Watson's Land Division request. Motion carried.

#11 MOVED: by David Kauer, second by Marvin Chappa, to approve request from TEMPCO MANAGEMENT, L.L.C. to transfer ownership of liquor license from SKY MC FLY'S business located at 301 Tone Rd. Roll call vote all members voted yes RESOLUTION declared carried.

#12 MOVED: by Marvin Chappa, second by David Kauer, to approve request from DERAN, INC. to transfer ownership of liquor license from MAIN CHANNEL, INC. business located at 3047 West M-80. Roll call vote all members voted yes RESOLUTION declared carried.

#13 MOVED: by Marvin Chappa, second by David Kauer, to approve Michigan State University Small Town Design Initiative agreement. Motion carried.

Kinross Booster President Dan Mitchell updated the Board on the Military Museum and requested use of township equipment free of charge. Dan also, let everyone know that there will be a barrel located at the Heritage Park for flag burning.

#14 MOVED: by Marvin Chappa, second by David Kauer, to allow the Kinross Boosters and Heritage to use the Dept of Public Works backhoe, dump truck and dozer free of charge for the Military Museum with the stipulation that the they will be responsible for all repair cost and the equipment will be used by qualified personnel Lee Thompson, Brian McMillan, Brian Masterson, and Larry Baker. Motion carried.

#15 MOVED: by Vicki Ulrich, second by David Kauer, to approve a six thousand five hundred dollar (\$6500.) expenditure for the 2003 July fire work display. Motion carried.

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May 19, 2003

Marvin Henderson crew leader for the Habitat for Humanity home that is being built in the township will be having a ground breaking ceremony tomorrow at 5:30pm everyone is invited to attend. We are still in need of volunteers.

CORRESPONDENCE

Infrastructure Alternatives- Kinross Lake Dredging
EUP Regional Planning- Tri-County Solid Waste Management Plan
Dept of Consumer & Industry Services METRO Act compliance notification
Ayla Z- Website proposal
Jim Riggle- Community ideas

The meeting adjourned at 8:30PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
PART TIME SAFETY OFFICER,
COMMUNITY PARK CARETAKER AGREEMENT,
ROAD ADVISORY APPOINTMENTS, and
REC CENTER EMPLOYEE ISSUES**

May 28, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor

MEMBERS ABSENT

Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

Also, present Norm Perkins, Mike Roberts, DJ Malloy, and Sarah Grabendike.
Attendance: 2

Supervisor Palma called the meeting to order at 7:06PM.

Norm Perkins explained the need for a part time Safety Administrator for the Department of Public Works.

#1 MOVED: by Vicki Ulrich, second by Marvin Henderson, to allow Norm Perkins to utilize employee Mike Roberts as part time Safety Administrator for the DPW up to 520 hours per year at a pay rate of sixteen dollars and eighty six cents (\$16.86) per hour. Motion carried with one no vote.

#2 MOVED: Ed DeWitt, second by Marvin Chappa, to appoint Al Leonard and Mark Gill to the Road Advisory Committee. Motion carried.

#3 MOVED: by David Kauer, second by Marvin Chappa, to terminate with cause violation Dawn McCoy's employment at the Recreation Center. Motion carried.

Discussion held regarding Jack Bailey's employment agreement with the township as caretaker of the Community Park. The Board agreed to update the agreement.

Meeting adjourned at 8:12PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING
PUBLIC HEARINGS
ORDINANCE #s 1.100E, 1.128 & 1.129**

June 2, 2003

4884 W Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee

MEMBERS ABSENT

David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

Also, present Sheila Gaines, DJ Malloy, Deb Muter, Alan Moses, Woody VanVolkenburg, Jack Bailey, Franklin Noha and Larry Baker.
Attendance: 37

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the May 19, 2003 regular meeting and May 28, 2003 special meeting minutes as presented.
Motion carried.

The finance committee reviewed the bills and found no withholdings.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	2979.25
Fire Fund	284.45
Ambulance Fund	2223.13
Property Management	308.44
Trail Grooming	256.50
Rec Center Fund	2826.47
Fairgrounds Fund	589.21
Golf Course Fund	14,717.24
DPW Fund	11,050.92
Police Fund	138.62

Grand total \$35,374.23

Ck# 23727-23779

Motion carried.

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June 2, 2003

PUBLIC COMMENTS

- Dan, Youth Works Supervisor introduced his staff and informed the Board that junior high and high school students will be arriving soon. They will be in the area until the last week of July doing community and missionary work in the County.
- Don Sare informed the Board about the last RAB meeting. The next meeting is scheduled for July.
- Dan Inglis residents expressed concerns regarding the condition of their road.
- Fire Chief Baker expressed concerns regarding availability of volunteers for daytime fire calls.

#3 MOVED: by Vicki Ulrich, second by David Kauer, to allow all township employees who volunteer for emergency services to respond to calls during working hours. Motion carried.

The Public Hearings for Ordinance #1.100E Zoning Amendment, Ordinance #1.128 Sign, and Ordinance #1.129 Watercraft on Kinross Lake opened at 8:15PM.

ORDINANCE PUBLIC COMMENTS

- Richard Bernhardt- concerns regarding Ordinance #1.128 section 4.7 the size of signs. Mr. Bernhardt also asked about section 4.11 regarding the amount of political signs.
- Dan Inglis- concerns regarding Ordinance #1.100E section 16.02 setbacks.
- John Boyton- opposes Ordinance #1.129
- Charles Anderson- opposes Ordinance #1.129
- Lloyd & Delia MacDonald submitted a letter opposing Ordinance #1.129 regarding the use of large motors on Kinross Lake.
- Ron Roe- opposed section 9.5 of ordinance #1.128 regarding billboards, also set back requirements, the type of material used to make signs. Request was made to conform to the same guidelines as the state.

SUPERVISORS REPORT

- KMC demolition is complete
- Kids Fishing Day is this Saturday. DJ Malloy is doing an excellent job organizing the event it will be even bigger then last year. We have received several donations from various companies and there will be gifts for everyone.

DEPARTMENT MANAGERS

Chief Wilde submitted the Police Departments monthly report. Deb Muter Ambulance Manger requested approval of new hire and informed everyone that the department will have a blood pressure clinic on Tuesdays and Thursdays from 10-11am and 5-6pm beginning June 10, 2003.

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June 2, 2003

#4 MOVED: by Ed DeWitt, second by Marvin Henderson, to approve hiring Rachael Kronemeyer part time backup Emergency Medical Technician Specialist for the Ambulance Department. Motion carried.

COMMITTEE REPORTS

The Road Advisory and Park & Rec Committee meeting minutes were received.

Supervisor Palma notified the Board that he would be taking his Deputies pay increase off tonight's agenda because he had not completed the documentation. He also, requested a special meeting to discuss delinquent rent payments on township properties, grooming program, Rec Center, and RAB presentation. The meeting is scheduled for June 10th, 2003 at 7:30PM.

#5 MOVED: by David Kauer, second by Marvin Chappa, to authorize the Deputy Supervisor to purchase two digital video cameras not to exceed one thousand dollars (\$1000.) Motion carried.

#6 MOVED: by Ed DeWitt, second by Vicki Ulrich, to purchase the 1999 ambulance, that was totaled in April, from the insurance company in the amount of two thousand five hundred dollars (\$2500.) Motion carried.

No additional comments received opposing or in favor of Ordinance #1.100E, 1.128 and 1.129 the Public Hearing adjourned at 8:50PM.

Commissioner Moore informed everyone about United Way 211 and a workshop being held at the ISD in SSM regarding UP Local government.

Marvin Henderson Habitat for Humanity gave an update on the progress of the house being built in Kinross. Volunteers are always needed.

CORRESPONDENCE

USDA Audit review

Sault Tribe law enforcement payment

Eva F Hassett suggestion regarding donating a portion of the Cemetery for Veteran Burials

The meeting adjourned at 9:00PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
RAB PRESENTATION,
TOWNSHIP LEASED PROPERTIES,
REC CENTER and
PROPERTY MANAGEMENT MODEM LINE**

June 10, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor

Ed DeWitt, Trustee

David Kauer, Trustee

Marvin Chappa, Trustee

Marvin Henderson, Trustee

MEMBERS ABSENT

Marvin Besteman Jr., Clerk

Vicki Ulrich, Treasurer

Also, present Sheila Gaines, DJ Malloy, Deb Muter, Mike Hoolsema, Sarah Grabendike, and Jack Bailey.

Attendance: 11

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

RAB PRESENTATION :

- Don Sare Restoration Committee Member gave updated information regarding two landfills left by the military. One is on County property and second one is on Township property. The Army Corp of Engineer has confirmed that dumpsite #5 by the end of the Airport runway is the Counties problem. Dumpsite #4 is now owned by A&L they will have to clean the contamination. Both of these sites were further contaminated by these two entities and the Army Corp will no longer be dealing with them. Dumpsite #3 by the tower is completely free of contaminates. Dumpsite #2 off M-80 has metal material and concrete in it and can either be cleaned out completely or capped off. Dumpsite #1 is a 21-acre site located on the old KMC site. Army Corp of Engineer's has said that the dumping on this site must stop. There will be two workshops one in July & one in September to discuss options. The next regular meeting will be in October. Residents are encouraged to attend these meetings.

TOWNSHIP LEASED PROPERTIES:

- Supervisor Palma explained that the township has two leased properties with delinquent payments. Rent-A-Wreck is behind in their payments; they have no additional renewals on their lease and are in violation of the Zoning Ordinance. The Sun Rise Inn is also delinquent with their payments. Supervisor Palma has spoke with both business owners

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June 10, 2003

- Charlene Hoag owner of the Sun Rise Inn submitted a letter notifying the Board that she has applied and received a loan from the bank. The township will receive a check in the next couple of weeks.
- Mr. Frimberger owner of Rent-A-Wreck verbally expressed that he would like a renewal on his lease Supervisor Palma requested he attend tonight's meeting or submit his request in writing however, nothing has been received.

#1 MOVED: by Marvin Henderson, second by Ed DeWitt, that the township will take no further action against the Sun Rise Inn providing the payments are brought current and a plan is in place to keep the payments current. Motion carried.

#2 MOVED: by David Kauer, second by Marvin Henderson not to renew Rent-A-Wrecks lease due to violations of lease agreement. Motion tabled pending additional information.

The Board discussed delinquent payments and use violations. Board members requested documentation from the Zoning Administrator regarding the violations.

Deputy Clerk Gaines asked who would be responsible for Property Management payments, billing, delinquencies, follow-ups, lease renewals, and who should questions or phone calls regarding property be directed to now that the township has no Manager for this department. Supervisor Palma stated that Deputy DJ Malloy would manage this department. Currently the accounting department is sending monthly bills and notifying DJ of delinquencies who will then turn the information over to the Supervisor. DJ will also, take care of renewals, writing new leases and receive all inquiries regarding available property. DJ will turn all original documentation over to the Clerks Department.

REC CENTER:

- It has been brought to the attention of the Board that the Recreation Center is in need of help. Currently Sarah and Kyle are the only personnel they have. Unfortunately, this department has been unsuccessful in hiring qualified help. The Board directed Sarah to hire a seasonal employee to help ease the immediate burden and advertise for part time help.

#3 MOVED: by Ed DeWitt, second by Marvin Chappa, to advertise for part time program assistants at the Rec Center. Motion carried.

Recess: 8:55PM
Reconvene 9:10PM

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June 10, 2003

GROOMING PROGRAM:

Supervisor Palma informed the Board that the grooming program is in need of a coordinator. The contract is up for renewal.

#4 MOVED: by Ed DeWitt, second by Larry Palma, to hire Jack Bailey for the grooming program. Motion tabled until the June 16, 2003 TWP Board Meeting.

#5 MOVED: by Marvin Henderson, second by David Kauer, to leave the modem line on in the Property Management Office. Motion carried.

Meeting adjourned at 9:45PM.

Lawrence J. Palma, Supervisor

Marvin Besteman Jr., Clerk

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

June 16, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor

MEMBERS ABSENT

Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

Also, present Sheila Gaines, DJ Malloy, Woody VanVolkenburg, Deb Muter, and Jack Bailey.

Attendance: 14

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

#1 MOVED: by Marvin Chappa, second by David Kauer, to accept the June 2, 2003 regular meeting minutes as presented and accept the June 10, 2003 special meeting minutes with one correction page 2 first paragraph second lines change the name “Kyle” to “Tyler” Motion carried.

The finance committee reviewed the bills and found one withholding. Purchase order #8077 check #23875 to Midwest Claims Service in the amount of \$2500.00. The check will be held pending payment from the insurance company to Union Federal for the 1999 Road Rescue. This ambulance had been totaled in April and the department would like to purchase the salvaged vehicle for parts.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	19,487.03
Fire Fund	699.77
Ambulance Fund	18,239.65 – check #23875 \$2500.00
Property Mgmt	8,596.94
Trail Grooming	416.63
Rec Center Fund	4,817.06
Fairgrounds Fund	1,347.08
Golf Course Fund	19,490.31
DPW Fund	53,913.71
Police Department	6,048.90

Grand total \$130,057.08

Ck# 23780 & 23789-23884

Motion carried

- Resident questioned junk vehicles on H-40
- Questions regarding the demolition of building 152

SUPERVISORS REPORT:

- Kids Fishing Day was a huge success
- The Soo Lockfest has requested the use of DPW generators
- Heritage Days is June 21, 2003 they will have an antique dealer for anyone wanting an appraisal.

#3 MOVED: by Marvin Chappa, second by David Kauer, to allow the Soo Lock Fest to rent the Department of Public Works power generators at the rate of \$1200.00. Motion carried.

DEPARTMENT MANAGERS:

Monthly report received from Bill Palmer. Comments received at the last regular meeting stating that the township has not contributed any monies for road repairs in several years Supervisor Palma and Clerk Besteman requested that Accountant Hoolsema research road repair information. The findings is that the General Fund contributed \$116,092.00 from 1996-2003. Accountant Hoolsema memorandum will be mailed to members of the Road Advisory and residents living on Johnson Road. Ambulance Manager Muter requested approval of additional personnel for third calls.

#4 MOVED: by David Kauer, second by Marvin Chappa, to approve the hire of Marna Singleton EMT Specialist for 3rd calls at the Ambulance Department pending drug screen and physical. Motion carried.

Pat Haskell, Secretary for the Road Advisory Committee informed the Board that a special meeting will be called to discuss road repairs, update new members and elect officers.

#5 MOVED: by Vicki Ulrich, second by Marvin Chappa, to allow the Road Advisory Committee to appoint a new Chairperson. Motion carried.

COMMITTEE REPORTS:

The June 4, 2003 Cemetery Committee and May 28, 2003 Police Board Meeting minutes were received no action was required. The Park & Rec Committee June 9, 2003 meeting minutes also submitted with several requests needing Board approval.

#6 MOVED: by David Kauer, second by Marvin Chappa, to approve paying for advertising the Community Yard Sale out of the General Fund under Clerks publications. Motion carried.

#7 MOVED: by David Kauer, second by Marvin Chappa, to approve RV washing at a cost of \$7.00 and car washing at a cost of \$3.00 at RV Park East ONLY campers at RV West may bring their vehicles to RV East to wash if they wish, showers for non-paying campers at a cost of \$2.00 per person, dumping at a cost of \$5.00 and post a “NO REFUNDS” except for emergency circumstances at both RV Parks. Motion carried.

#8 MOVED: by David Kauer, second by Marvin Besteman, to approve the purchase of ten split semi truck wheel rims for each campground at a cost not to exceed \$5.00 each for the use of building campfires. Motion carried.

#9 MOVED: by David Kauer, second by Marvin Chappa, allow campers to use the old laundromat for social gatherings at RV East. Motion carried.

#10 MOVED: by David Kauer, second by Marvin Chappa, to approve the purchase of a DR Field & Brush Mower from Erickson Appliance Center at a cost of \$2600.00 including delivery and set up, payment to come out of the Property Management Fund. Motion carried.

#11 MOVED: by David Kauer, second by Marvin Chappa, to support the Chippewa County Fair Boards request to replace the existing ticket booth with one that is handicap accessible at their expense providing it remain in the same general area. Motion carried.

The Fair Board is looking into grant funding for other ADA projects at the grounds.

#12 MOVED: by Marvin Chappa, second by Marvin Besteman, to hire Denise Frasure full time seasonal Assistant Program Director. Motion carried.

#13 MOVED: by David Kauer, second by Marvin Chappa, to approve the land division at 9462 W Thompson Road from Philip & Sara Postma to Larry Postma. Motion carried.

The following companies submitted bids for the Riley Cedar Grove Rd water & sewer improvements.

• Norris Contracting	\$141,685.00
• Canlyn Construction Services Inc.	\$144,571.00
• Smith Paving, Inc.	\$147,478.00
• Kamphuis Pipeline, Co.	\$159,828.00
• Montgomery Aggregate	\$162,464.85
• Maverick Construction, Inc.	\$179,085.00
• Bacco Construction Co.	\$187,261.20

#14 MOVED: by Ed DeWitt, second by Marvin Chappa, to approve Wade Trims recommendation to award bid for Riley-Cedar Grove Project to Norris Contracting low bidder of \$141,685.00. Motion carried.

#15 MOVED: by David Kauer, second by Marvin Chappa, to adopt Zoning Amendment Ordinance #1.100-E as presented. Roll call vote all members present voted yes RESOLUTION declared adopted.

#16 MOVED: by Marvin Chappa, second by David Kauer, to adopt Sign Ordinance #1.128 as presented. Roll call vote all members present voted yes RESOLUTION declared adopted.

David and Linda Schmalz submitted a letter inquiring about possible buildings the township may have for lease.

#17 MOVED: by Marvin Chappa, second by David Kauer, to adopt Fee Schedule for Sign Ordinance effective December 16, 2003. Roll call vote all members present voted yes RESOLUTION declared adopted.

#18 MOVED: by David Kauer, second by Marvin Chappa, to postpone adoption of Ordinance #1.129 Known and Cited as The Kinross Lake Watercraft Repealing Ordinance. Motion carried.

#19 MOVED: by David Kauer, second by Marvin Henderson, to take motion #2 of the June 10, 2003 Special Meeting off the table "Not to renew Rent-A-Wrecks lease due to violations of lease agreement" Motion carried to take motion off the table.

#20 MOVED: by David Kauer, second by Marvin Henderson, not to renew Rent-A-Wrecks existing lease agreement. Motion carried with one no vote.

RECESS: 8:45PM
RECONVENE 9:00PM

#21 MOVED: by Ed DeWitt, second by Larry Palma, to take motion #4 of the June 10, 2003 Special Meeting off the table "to hire Jack Bailey for the grooming program" Motion carried to take motion off the table.

#22 MOVED: by David Kauer, second by Marvin Besteman, to amend motion #4 of the June 10, 2003 Special Meeting by striking the word HIRE and inserting APPOINT Jack Bailey as grooming coordinator. Motion carried.

#23 MOVED: by Ed DeWitt, second by Larry Palma, to appoint Jack Bailey Grooming Coordinator. Motion carried.

Discussion held on compensation for Grooming Coordinator. The Board directed the Human Resource Department to research the amount of time it will take Jack to do this job and bring it back to the Board.

#24 MOVED: by Marvin Chappa, second by David Kauer, to notify all department managers that they have ninety days to submit a complete inventory of their department. Motion carried.

Trustee Chappa requested that the Clerks Department forward a copy of all Board meeting minutes to department managers.

CORRESPONDENCE

City of SSM regarding ambulance service
Dafter TWP regarding ambulance service
Chippewa County Fair Board meeting minutes

Meeting adjourned at 8:50PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

July 7, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee

MEMBERS ABSENT

Vicki Ulrich, Treasurer

Marvin Henderson, Trustee

Also, present Sheila Gaines, Woody VanVolkenburg, Alan Moses, Jack Bailey, and Jamie Davison.

Attendance: 13

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the June 16, 2003 regular meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings. In the absence of the Treasurer committee member DeWitt presented the bills and advised that one additional bill from New Limit Publishing in the amount of \$199.95 had also been approved for payment.

#2 MOVED: by Ed DeWitt, second by Marvin Henderson, to pay the following bills.

General Fund	19,836.52
Fire Fund	184.36
Ambulance Fund	7,292.14
Property Management	2,503.89
Trail Grooming	100.00
Rec Center Fund	4,150.45 including \$199.95 check #23709
Fairground Fund	7,742.68
Golf Course Fund	24,070.00
DPW Fund	35,253.67
Police Fund	22,040.81

Grand total \$123,174.53

Ck#23709, 23893, 23894 &
23900-24019

Motion carried.

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July 7, 2003

PUBLIC COMMENTS:

- Resident commented on the flags along M-80 and thanked the Board.
- Resident commented on the excellent firework display this year.

SUPERVISORS REPORT:

- The first public meeting for MI State Small Design is scheduled for July 10, 2003 at 6:30PM. Please try to attend and bring as many neighbors as possible.

DEPARTMENT MANAGERS:

Monthly reports received from the Ambulance and Police Departments. Accountant Hoolsema requested approval to write off ambulance bills that are not collectable. Superintendent Perkins requested approval of employee merit increase.

#3 MOVED: by Marvin Besteman Jr., second by Ed DeWitt, to write off \$47,687.00 in un-collectable ambulance bills as suggested by the auditors. Motion carried.

Supervisor Palma requested clarification of motion #8 of the January 6, 2003 meeting stating "any employee who is appointed additional duties and receives a pay increase will be paid only during the time they conduct those duties. Upon relinquishment of duties pay will also be adjusted" Following a lengthy discussion it is the intent of the Board that if the duties are to be reinstated the Department Manager will need Board approval for the pay increase.

#4 MOVED: by David Kauer, second by Larry Palma, to approve Carl Brown's fifty-cent an hour merit increase. Motion defeated.

Questions were raised regarding what justifies a merit increase, who decides which merit increase comes before the Board and which ones do not. Trustee also, stated that a policy and procedure should be in place for merit increases. The Supervisor suggested that the Board reviews the employee's personnel file and/or meet with the Department Manager prior to making a decision.

COMMITTEE REPORTS:

The June 23, 2003 Police Board meeting were presented.

#5 MOVED: by David Kauer, second by Marvin Chappa, to accept DJ Malloy's resignation from the Police Board. Motion carried.

#6 MOVED: by David Kauer, second by Marvin Chappa, to approve Eric Vinks appointment to the Police Board. Motion carried.

Members of the Police Board informed the Board that they would be having a special meeting Thursday, July 10, 2003 to discuss the budget. They should have the budget ready to present to the Board the first week of August.

#7 MOVED: by Marvin Chappa, second by Marvin Besteman, to approve Resolution for the establishment of Drug Forfeiture Fund #255. Roll call vote all members present voted yes. RESOLUTION declared carried.

#8 MOVED: by Marvin Chappa, second by David Kauer, to approve Resolution to transfer 15,000.00 from Reserved Fund Balance for leaf sweeper/vac system. Roll call vote all members present voted yes. RESOLUTION declared carried.

#9 MOVED: by Ed DeWitt, second by Marvin Chappa, to close the Huntington Bank account #01181101160 for EFT transfers and transfer funds to Soo Co-Op Credit Union General Fund account #2522960. Motion carried.

#10 MOVED: by Marvin Chappa, second by David Kauer, to allow EUP Antique Equipment Association to permanently place an antique engine frame and removable plaque at the Community Park in the location they use during fair time. Motion carried.

The Board received a Business Plan for building 316. Supervisor Palma requested the information be submitted to the Planning Commission and also, asked that the Board meet in conjunction with Planning. The workshop will be Monday, July 14, 2003 at 7:30PM.

#11 MOVED: by David Kauer, second by Marvin Henderson, to give Renz Concession a thirty day notice. Motion tabled.

#12 MOVED: by Marvin Chappa, second by Marvin Henderson, to allow Lee Thompson to go to the federal surplus in Lansing to look at surplus equipment. Motion carried.

Jamie Davison submitted a monthly report. He also discussed concerns regarding the Golf Course and asked that the Board hold a workshop. Supervisor Palma scheduled the meeting for Tuesday, July 22, 2003 at 6:30PM.

CORRESPONDENCE:

Letters to State Senators and Congressman regarding US Postal Service in Kincheloe

Meeting adjourned at 8:55PM.

Marvin Besteman Jr., Clerk

Lawrence Palma, Supervisor

BUILDING 316, REC CENTER HIRE and L & L TRUCKING

July 14, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman, Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee

MEMBERS ABSENT

Marvin Henderson, Trustee

Also, present Sheila Gaines, Woody VanVolkenburg, and Sarah Grabendike.
Attendance: 10

Meeting called to order at 7:35PM.

Board members met with Planning & Zoning to discuss the use of building 316 currently leased to Erich Frimberger DBA Rent-A-Wreck. The lease expired on June 19, 2003 rent is being prorated on a daily basis. A letter dated June 18, 2003 to the township from Erich Frimberger owner of Rent-A-Wreck requesting a continuation of lease for building 316. He also, states in his letter that he plans to continue the sale of used vehicles. Supervisor Palma informed the Planning members that when the June letter had been received he advised Mr. Frimberger to submit a site plan to Planning for the meeting of July 14, 2003. Planning members stated that on December 10, 2001 Mr. Frimberger requested an amendment to his lease for the sell of used vehicles the Commission requested that he submit a site plan and other pertinent information. Planning Members also stated that according to the minutes of March 11, 2002 a motion was made to deny Rent-A-Wrecks request due to lack of additional information as requested on December 10, 2001. Mr. Frimberger did not attend tonight's meeting and no site plan was received. Board members requested that the Supervisor notify Mr. Frimberger that he has five (5) business days, midnight July 21, 2003, to vacate the building.

#1 MOVED: by David Kauer, second by Marvin Chappa, to lease building 316 to David & Linda Schmalz DBA Kincheloe Kritters for five years renewable yearly at a monthly rate of two hundred forty six dollars and eighty-seven cents (\$246.87)
Motion carried.

Board members stated that the monthly rental rate also includes 1/12 of the taxes. A cost of living may be applied yearly up to 5%. The David & Linda requested the option to purchase later depending on business. Board members requested a copy of the lease agreement and authorized the Supervisor to sign the lease using the townships Standardized Lease.

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July 14, 2003

#2 MOVED: by Ed DeWitt, second by Vicki Ulrich, to apply a one hundred (\$100.00) dollar per day penalty as of midnight July 21, 2003 for each day that Erich Frimberger DBA Rent-A-Wreck remains in building 316. Motion carried.

#3 MOVED: by David Kauer, second by Ed DeWitt, to hire Brian Peterson permanent part time program assistant and transfer Denise Frasure from seasonal to permanent part time program assistant. Motion carried.

#4 MOVED: by Vicki Ulrich, second by David Kauer, to approve payment of \$4500.00 dollars to L & L Trucking for 500 yards of black dirt. Motion carried.

Meeting adjourned at 8:35PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palm

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

July 21, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

David Kauer, Trustee

Also, present Sheila Gaines, Mike Hoolsema, DJ Malloy, Jack Bailey, Norm Perkins, Woody VanVolkenburg and Sarah Grabendike.

Attendance: 19

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

#1 MOVED: by Marvin Chappa, second by Ed DeWitt, to accept the July 7, 2003 regular meeting minutes and the July 14, 2003 special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

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

General Fund	13,006.67
Fire Fund	103.30
Ambulance Fund	10,623.06
Property Management	17,862.96
Trail Grooming Fund	62.50
Rec Center Fund	2,768.96

Fairground Fund	689.34
Golf Course Fund	7,551.10
DPW Fund	39,020.32
Police Fund	4,105.15

Grand total \$95,793.36

Ck#24031-24093

Motion carried.

Page 2

July 21, 2003

Representatives from Anderson Tackman & Co. presented the annual audit report. The township received a “clean” opinion.

#3 MOVED: by Marvin Besteman, second by Marvin Chappa, to accept the audit report as presented. Motion carried.

PUBLIC COMMENT:

None

SUPERVISORS REPORT:

At the July 14, 2003, special meeting the board approved not to renew Rent-A-Wrecks lease and apply a one hundred dollar per day penalty as of midnight July 21, 2003. A letter was sent to the owner notifying him of the deadline. On Friday July 18, 2003, the owner called requesting an extension because he was out of town and would not be returning until the 21st.

#4 MOVED: by Vicki Ulrich, second by Ed DeWitt, to approve Rent-A-Wrecks extension until midnight July 26, 2003. Motion carried.

DEPARTMENT MANAGERS:

Deputy Supervisor Malloy requested that the base pay rate for Program Assistants at the Rec Center is increased by forty-six per hour. Hourly wages, step and merit increases were discussed. Deputy Malloy stated that she is in the process of evaluating these areas and would like a workshop scheduled soon.

#5 MOVED: by Vicki Ulrich, second by Larry Palma, to increase Rec Center Program Assistants base pay rate from \$7.54 per hour to \$8.00 per hour. Motion carried with two no votes.

#6 MOVED: by Marvin Chappa, second by Ed DeWitt, to allow Superintendent Perkins to purchase a front-end loader and crane from Federal Surplus in Lansing and have delivered cost not to exceed nineteen thousand dollars (\$19,000.00) Motion carried.

COMMITTEE REPORTS:

The Park & Rec Committee submitted their July 14, 2003 meeting minutes.

#7 MOVED: by Marvin Chappa, second by Vicki Ulrich, to approve the purchase of a pay phone at RV East not to exceed five-hundred dollars (\$500.00) Motion carried.

#8 MOVED: by Marvin Chappa, second by Marvin Besteman, to allow the Chippewa County Fair Board to use the water heater in dorm showers for a second season. Motion carried.

Page 3

July 21, 2003

#9 MOVED: by Ed DeWitt, second by Vicki Ulrich, to authorize the Supervisor to contact Jim Lucas and request that they remove the 4-H trailer at the Community Park before the 2003 County Fair begins. Motion carried.

At the July 7, 2003, Township Board meeting Superintendent Perkins requested a fifty-cent per hour merit increase for Sam Brown. Superintendent Perkins was not present for the meeting to answer questions therefore, Motion #4 of the July 7th meeting was defeated. Board members received additional information over the last two weeks and found that the merit increase is warranted.

#10 MOVED: by Marvin Henderson, second by Marvin Chappa, to approve Carl Sam Brown's fifty-cent (.50) per hour merit increase retroactive to May 30, 2003. Motion carried.

Representatives from MQHA expressed concerns regarding electrical, water and equipment problems during their event. Treasurer Ulrich and Deputy Malloy will hold a meeting with them tomorrow July 22, 2003, at the Community Park.

The meeting adjourned at 9:40PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
GOLF COURSE**

July 22, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor

MEMBERS ABSENT

Vicki Ulrich, Treasurer

Marvin Besteman Jr., Clerk
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

Also, present Jamie Davison.

Supervisor Palma called the meeting to order at 6:43PM.

Discussion held on Golf Course concessions regarding hours of operation and quality of service to the public.

#1 MOVED: by David Kauer, second by Marvin Chappa, to terminate the lease with Dick Renz for the operation of concessions at the Golf Course as the lease allows. Motion carried.

Jamie Davison Golf Course Manager expressed concerns regarding the condition of the clubhouse. The Board discussed the following options

- expansion of current club house
- the cost of building a new one
- purchasing a tent for accommodating large events and
- the sell of property along the course for generating additional monies

The meeting adjourned at 7:48PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

August 4, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee

MEMBERS ABSENT

Vicki Ulrich, Treasurer

Marvin Henderson, Trustee

Also, present Sheila Gaines, DJ Malloy, Mike Hoolsema, Woody VanVolkenburg, Denise Frasure, Kathy Gaines, and Alan Moses.

Attendance: 15

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the July 21, 2003, regular meeting and July 22, 2003, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and withheld check number 1287 purchase order 5603 in the amount of one hundred twenty dollars. Committee members state this is a pay roll issue and cannot be run through accounts payable since it is subject to FICA, Work comp, State & Federal withholdings.

#2 MOVED: by Marvin Henderson, second by Marvin Chappa, to pay the following bills.

General	1,017.31
Fire Fund	941.79
Ambulance Fund	2,642.47
Property Management	3,477.01
Rec Center Fund	2,862.96
Fairgrounds	2,078.48
Golf Course Fund	3,009.98
DPW Fund	5,727.07-\$120.00
Police Fund	1,653.38

Grand Total \$23,290.45

Ck#24108-24170

Motion carried.

Page 2

August 4, 2003

PUBLIC COMMENT:

- Resident commented regarding the decrease in the pigeon population in the area.

SUPERVISOR REPORT:

- The next MSU Small Town Design Public Hearing is scheduled for Monday, August 11, 2003, at 6:30PM. Please plan to attend and bring your neighbors.
- Township residents welcomed home the 1437th troops. We gathered at the Gaines highway overpass our fire, ambulance and 911 were there as well.

DEPARTMENT MANAGERS:

Account Hoolsema submitted request to change the accounting policy. Deputy Treasurer Mahar requested an ambulance bill write off.

#3 MOVED: by Marvin Chappa, second by Marvin Besteman, to raise the capitalization dollar amount from five hundred dollars (500.00) to twenty five hundred dollars (2,500.00). Motion carried.

#4 MOVED: by David Kauer, second by Marvin Chappa, to approve the write off the balance of an un-collectable ambulance bill in the amount of three hundred dollars (300.00) for patient service rendered October 19, 2002, patient is deceased and there is no estate. Motion carried.

COMMITTEE REPORTS:

Board members received copies of the Police Boards July 17, 2003, special meeting minutes.

#5 MOVED: by Ed Dewitt, second by Marvin Chappa, accept the 2003-2004 budget adjustment resolution as presented by the Accounting Department. Roll call vote all members voted yes. RESOLUTION declared carried.

#6 MOVED: by Marvin Henderson, second by Marvin Chappa, to publish as presented POLICE PROTECTION SPECIAL ASSESSMENT RESOLUTION 2003-1 APPROVAL OF ESTIMATED COSTS AND EXPENSES FOR ANNUAL OPERATION AND MAINTENANCE OF POLICE PROTECTION OF SPECIAL ASSESSMENT ROLL. Roll call vote five members voted yes one member voted no. RESOLUTION declared carried.

#7 MOVED: by Marvin Henderson, second by Marvin Chappa, to adopt POLICE PROTECTION SPECIAL ASSESSMENT RESOLUTION 2003-2 FILING OF SPECIAL ASSESSMENT ROLL; NOTICE OF PUBLIC HEARING. Public Hearing scheduled for Wednesday, September 3, 2003. Roll call vote all members present voted yes. RESOLUTION declared carried.

Page 3

August 4, 2003

Board members will hold a special meeting on August 20, 2003, at 7:00PM for discussion regarding the Police Department budgets.

#8 MOVED: by Ed DeWitt, second by Marvin Besteman, to approve RESOLUTION and appoint Supervisor Palma the authorizing official for the purchases of Federal Surplus Property. Roll call vote all members present voted yes. RESOLUTION declared carried.

#9 MOVED: by Ed DeWitt, second by David Kauer, to allow UB Racing to schedule and advertise September 13, 2003, as a rain date. Motion carried.

#10 MOVED: by David Kauer, second by Marvin Henderson, to recognize Vicki Wagner as the new franchise owner of Curves for Women and proceed with drafting a new lease agreement. Motion carried.

#11 MOVED: by Marvin Henderson, second by Ed DeWitt, to proceed with the collection of unpaid loan balance owed by Clark & Paula Noble. Motion carried.

#12 MOVED: by Marvin Henderson, second by Marvin Chappa, when there are any new hires, or employee wage (excluding step increases) and status changes, they shall come before the Board for approval prior to implementation. Motion carried.

#13 MOVED: by Marvin Chappa, second by Ed DeWitt, to request Norm Perkins looks into the cost of running a 6" waterline to the fairgrounds. Motion carried.

CORRESPONDENCE

Mika Meyers Beckett & Jones- regarding Kinross Lake improvement.

The meeting adjourned at 8:30PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

KINROSS CHARTER TOWNSHIP REGULAR MEETING

August 18, 2003

4884 W. Curtis Street

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present, DJ Malloy, Woody VanVolkenburg, Bill Palmer, Deb Muter, Jack Bailey, and Jamie Davison.

Attendance: 18

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the August 4, 2003 minutes as presented. Motion carried.

The finance committee reviewed the bills and withheld Invoice #'s 24182 & 24243 in the amount of Four Hundred Thirty Dollars and twenty cents. These were travel reimbursements that the committee felt required further explanation.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills:

General Fund	19,065.07
Fire Fund	3,887.23
Ambulance Fund	19,709.51
Property Management	3,543.93
Trail Grooming	918.11
Rec Center Fund	4,784.12
Fairgrounds	7,714.12
Golf Course Fund	13,503.10
DPW Fund	66,283.21
Police Fund	7,051.25

Grand Total \$146,029.45
Motion carried
Ck#24179-24253

Page 2

August 18, 2003

Bob Gandolfi, of Municipal Underwriters, gave a presentation regarding the upcoming year's insurance figures. This year the plan has paid losses in the amount of \$103,000.00, giving the Township a loss ratio of 103% for the period. For every \$1,000.00 dollars paid in premiums, the company has paid \$1,300.00 in claims. There were 13 claims paid to dates, with 15 policy changes. Premiums will increase by 15% for the upcoming year. He explained that this is a typical annual increase to all insured municipalities, and is equivalent to a dollar increase in our policy of approximately \$2,000.00.

Mr. Gandolfi stated that our experience factor has been great and we continue to be the lowest "experience mod" that they insure. For instance, our "Experience Mod" of 70% is still 16% below the norm. Our mod increase this year due to the ambulance accident and should return to normal next year barring any misfortune. He stated that our experience has been so low for so many years that the law of averages finally caught up with us.

Mr. Gandolfi had only one suggestion for the Township. He suggests that the Township appoint one person as a point of contact to avoid any confusion and duplication of efforts.

PUBLIC COMMENT:

- Resident requested clarification of rumors regarding the remodeling and/or rebuilding of the Golf Course Club House. Also asked if the Township had plans to seek out a new bond for the Golf Course at a lower interest rate.

SUPERVISORS REPORT:

- The MDOT Streetscape Grant award will be held at 1:00PM, Friday, August 29, at the Township Hall.
- Ivan Hansen appears to be starting the groundwork for his Airborne Express building.

DEPARTMENT MANAGERS:

Bill Palmer reported that there are about 8 oak trees that have been lost to the last infestation of Gypsy Moths, and another two that were lost in the last windstorm. He reported that a resident has offered to cut the trees down in exchange for being able to keep the salvage wood.

3 MOVED: by Marvin Besteman, second by Ed DeWitt, to allow Al Romeri to take down the damaged trees at the Golf Course and keep the salvage for his personal use.
Motion carried.

Jamie Davison reported that he needs to fill the vacancy left by Joy Postma. The position would be required for the balance of the season.

#4 MOVED: by Marvin Henderson, second by Marv Chappa, to allow Jamie to fill the vacancy at the Golf Course for the balance of the season. Motion carried.

Kinross EMS Director, Deb Muter, requested permission to make adjustments within her Department as it relates to positions and wages.

Page 3

August 18, 2003

#5 MOVED: by Marv Chappa, second by Marv Besteman, to allow Deb Muter to change the status of Nate McKerchie from EMT-S to Paramedic. Effective date 8/31/03.
Motion carried.

#6 MOVED: by Marv Chappa, second by David Kauer, to allow Deb Muter to adjust the pay rate of employees as to the position they are filling during any given pay period. (i.e. if an EMT-S has license for a Paramedics and fills a shift in this capacity, they may be paid as such). Effective date 8/19/03. Motion carried

#7 MOVED: by David Kauer, second by Marv Chappa, to decrease pay rate of Jeremy Spencer from \$9.32/hr to \$8.80/hr as he failed to pass the required testing. Effective date 8/31/03. Motion Carried.

#8 MOVED: by Vicki Ulrich, second by Marvin Besteman, to change the status of Jeremy Spencer from Temporary Full Time, to Regular Full time with benefits. Effective Date 8/31/03. Motion Carried.

Deb Muter made special note commending her Department for the Team Work displayed during her 9-week absence to care for her son who was involved in a serious car accident. She stated that although she continually maintained “long distance” guidance, the entire staff pitched in to make ordeal very manageable.

Norm Perkins again requested a fifty cent an hour pay rate adjustment for Franklin Noah in light of the Supervisory duties he is responsible for during the summer season.

#9 MOVED: by Marvin Besteman, second by Marv Henderson, to reimburse Franklin Noah at a rate of \$.50/hr through payroll for duties performed. Motion carried with 2 no votes.

The Kinross Police Board recommended the Township Board accept the resignations of Chief Ivan Wilde and Officer Craig Haines.

#10 MOVED: by David Kauer, second by Marv Chappa, to accept the resignations of Chief Ivan Wilde and Officer Craig Haines.

COMMITTEE REPORTS

Park & Rec Committee Report

#11 MOVED: by David Kauer, second by Marv Chappa, to approve the Rec Center purchase of a cash register, not to exceed \$250.00. Motion carried

#12 MOVED: by Marv Chappa, second by David Kauer, to require the Kinross Police Department to patrol the RV East Campground as well as Duke’s Lake on a regular basis as part of their daily patrol. And to also tend to the daily unlocking and locking of the gates to Duke’s Lake to coincide with the posted hours of operation (10AM - 10PM). Motion carried.

Dee Frasure placed a donation challenge to the Township Board Members to assist in the purchase of wristbands for the upcoming carnival. The funds will be used to take underprivileged kids to the fair. She stated that after receiving donations from Trustee Kauer and

County Commissioner Moore, she is still in need of eight wristbands at a cost of \$12 each. Trustee Marvin Henderson agreed to donate \$96.00, the balance needed for the purchase. A round of applause given.

#13 MOVED: by David Kauer, second by Marv Chappa, to allow the American Legion Post #3 the use of two (2) 60K generators, at no cost, for the September 6, 2003 “Welcome Home” of the 1437th Engineer Company, Army National Guard Unit. Stipulation being the generators are returned in the same condition as when borrowed. Motion carried.

#14 MOVED: by Marv Chappa, second by David Kauer, to allow, “Curves for Women” to apply for a conditional sign permit for their establishment. The condition being, the sign must be removed upon request of the Board or any reason the Board deems necessary. Motion carried.

#15 MOVED: by David Kauer, second by Marv Chappa, to have the Township replace the missing KEMS “Wind Tunnel” fan used to exhaust gas fumes from the 4-H building. Cost not to exceed an amount of \$125.00. Motion carried with one no vote.

CORRESPONDENCE:

Diane Pepler Resource Center- Thank you for office space
EUP Regional Planning- Traffic Count Report
Pittsfield Charter Township- Election Consolidation concerns
MDOT- Grant approval for Streetscape Project
Bart Stupak- Concerns regarding mail delivery in Kincheloe
Elizabeth Askwith- Regarding KMC
Dept of History, Arts & Libraries- Old Township Hall nomination

The meeting adjourned at 8:45PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

August 18, 2003

4884 W. Curtis Street

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee

MEMBERS ABSENT

David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

Also, present, DJ Malloy, Woody VanVolkenburg, Bill Palmer, Deb Muter, Jack Bailey, and Jamie Davison.

Attendance: 18

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the August 4, 2003 minutes as presented. Motion carried.

The finance committee reviewed the bills and withheld Invoice #'s 24182 & 24243 in the amount of Four Hundred Thirty Dollars and twenty cents. These were travel reimbursements that the committee felt required further explanation.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills:

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Fairgrounds	7,714.12
Golf Course Fund	13,503.10
DPW Fund	66,283.21
Police Fund	7,051.25

Grand Total \$146,029.45

Motion carried
Ck#24179-24253

Bob Gandolfi, of Municipal Underwriters, gave a presentation regarding the upcoming year's insurance figures. This year the plan has paid losses in the amount of \$103,000.00, giving the Township a loss ratio of 103% for the period. For every \$1,000.00 dollars paid in premiums, the company has paid \$1,300.00 in claims. There were 13 claims paid to dates, with 15 policy changes. Premiums will increase by 15% for the upcoming year. He explained that this is a typical annual increase to all insured municipalities, and is equivalent to a dollar increase in our policy of approximately \$2,000.00.

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Mr. Gandolfi had only one suggestion for the Township. He suggests that the Township appoint one person as a point of contact to avoid any confusion and duplication of efforts.

PUBLIC COMMENT:

- Resident requested clarification of rumors regarding the remodeling and/or rebuilding of the Golf Course Club House. Also asked if the Township had plans to seek out a new bond for the Golf Course at a lower interest rate.

SUPERVISORS REPORT:

- The MDOT Streetscape Grant award will be held at 1:00PM, Friday, August 29, at the Township Hall.
- Ivan Hansen appears to be starting the groundwork for his Airborne Express building.

DEPARTMENT MANAGERS:

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Page 4

August 18, 2003

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CORRESPONDENCE:

Diane Pepler Resource Center- Thank you for office space
EUP Regional Planning- Traffic Count Report
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MDOT- Grant approval for Streetscape Project
Bart Stupak- Concerns regarding mail delivery in Kincheloe
Elizabeth Askwith- Regarding KMC
Dept of History, Arts & Libraries- Old Township Hall nomination

The meeting adjourned at 8:45PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
POLICE BUDGET WORKSHOP**

August 20, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Police Board Members.

Attendance: 2

Supervisor Palma called the meeting to order at 7:08PM. Trustee Chappa led the Pledge of Allegiance.

Discussion held on the following items in conjunction with members of the Police Board.

- Shortfall in budget due to tribal payments.
- Decrease in the amount time officers patrol the airport.
- The amount of time officers spends at the airport.
- Amount of hours officers currently patrol in the Special Assessment District during a twenty-four hour period.
- The amount of hours officers need to cover the Special Assessment District in a twenty-four hour period.

- Is there currently a need to fill the vacant Chief position?
- Closing and locking the gates at Dukes Lake.
- Patrolling R.V. East.

Meeting adjourned at 8:05PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palm

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

September 2, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Cathy Chappa, Deb Muter, and, Jack Bailey.
Attendance: 9

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the August 18, 2003 regular meeting and the August 20, 2003 special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and withheld invoice # 3718J139 in the amount of \$199.99 pending explanation of need and use. Committee members released Check #24243 withheld at the August 18, 2003 meeting.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	2,146.53
Fire Fund	124.10
Ambulance Fund	1,700.95
Property Management Fund	7,596.23
Rec Center Fund	3,054.68
Fairgrounds Fund	1,601.81
Golf Course Fund	4,408.27
DPW Fund	10,439.97
Police Department Fund	315.38

Grand Total \$31,385.92

Motion carried

Ck# 24262 & 24268-24330

Page 2

September 2, 2003

PUBLIC COMMENTS:

- Police Special Assessment Public Hearing September 3, 2003, 7:00PM.

SUPERVISORS REPORT:

- State Representative Scout Shackleton presented the township with the MDOT Street Scape grant check in the amount of \$269,000.00 at a luncheon last Friday. Engineering will begin soon with visible progress by spring.
- Caretakers for RV East are requesting an extension on their contract. Harold Pope has reserved sites for a large group and would like to stay and help with it.

#3 MOVED: by Marvin Chappa, second by David Kauer, to allow the Supervisor to extend the Popes contract until further notice from him. Motion carried.

DEPARTMENT MANAGERS:

Monthly report submitted by Jamie Davison including potential names of people who he feels would serve well as advisory persons for the upcoming transition of the clubhouse remodeling and concession no Board action taken. Wellhead Protection Team Member Cathy Chappa requested approval for the purchase of a Groundwater Flow Model. In addition, Deputy Supervisor Malloy requested a cost increase for winter storage.

#4 MOVED: by Marvin Chappa, second by Marvin Besteman, to allow DPW to purchase the Envision 2000 Sand & Gravel Model at a cost of seven hundred ninety four dollars and eighty five cents (\$794.85). Cost reimbursed with the Well Abandonment Grant Fund. Motion carried.

#5 MOVED: by David Kauer, second by Marvin Chappa, to amend the Community Park Winter Storage Contract by increasing locked storage to two dollars (\$2.00) per liner foot and unlocked storage to one dollar twenty five cents (\$1.25) per liner foot. Township residents will receive a 10% discount on cost of storage. Also, increase the early removal fee to one hundred dollars (\$100.00) plus expenses. Motion carried. **Rescinded September 15, 03**

#6 MOVED: by Ed DeWitt, second by Vicki Ulrich, to adopt the Michigan Emergency Management Assistance Compact (MEMAC) Resolution. Roll call vote all members voted yes RESOLUTION declared carried.

#7 MOVED: by Marvin Chappa, second by Vicki Ulrich, to appoint the Supervisor primary representative director of Michigan Emergency Management Assistance Compact (MEMAC) and the Deputy Supervisor and EMS Manager second. Motion carried.

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September 2, 2003

Meeting adjourned at 8:05PM.

CORRESPONDENCE:

DEQ- Bacteriological Sampling
Northstar Habitat for Humanity
Carl Levin- TEA program grant award

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

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

September 3, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor

MEMBERS ABSENT

Marvin Chappa, Trustee

Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
David Kauer, Trustee
Ed DeWitt, Trustee
Marvin Henderson, Trustee

Also, present Sheila Gaines, Woody VanVolkenburg and Police Board members.
Attendance: 18

Supervisor Palma called the Public Hearing to order at 7:00PM. The proposed millage rate is 8.94 mils.

One letter in protest received from Pat Haskell 16 Fairway Drive, Kincheloe.

Sergeant Joe Micolò presented a summary of the past years activities and introduced staff and board members.

Supervisor Palma opened the hearing to public comments.

- John Gaines 32 Evergreen Drive- How does the tribal contribution effect the budget?
- Jean Karrer 10 Cypress Ln- Is the tribe paying on time? Do we have a short fall?
- John Gaines- the Police Department should present the same power point presentation to the tribe.
- Don Sare- The department needs to go back to the way it was years ago. With the lack of funding and cars going out of the district, we cannot afford to continue this practice because we do not get compensation for it. We would like officers to stay in the district unless it is a life-threatening situation.

Recess: 8:00PM

- Don Sare- We should have a say in the cost we receive from the airport I do not like how they dictate to us how much we will get. I want the department to continue we have great officers and services.
- Jean Karrer- Our officers leave the district do other law enforcement departments come here if we need them.

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September 3, 2003

- Pat Haskell submitted a letter of protest.
Disagrees with the increase.
Board members that vote and do not live in the assessment district.
We also pay for our State and County law enforcements.

The police department has an advisory committee who should be held accountable for their decisions. In addition, when times get tight, as they are now it is time to tighten the belt and cut costs.

- Tim McKee- I support the increase and the need for the officers they are great.
- Jean Karrer- Does this issue goes on the ballot for vote. I would like to go on record saying that I support the department.
- Jim Moore- I support the police department without them we will have a lot of problems.

No further comments or letters in favor of or in opposition Supervisor Palma adjourned the hearing at 9:00PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

September 15, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
David Kauer, Trustee
Ed DeWitt, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Norm Perkins, Woody VanVolkenburg, Deb Muter, Brenda Curtis, Sarah Grabendike, Alan Moses, Sergeant Micolo, and Jack Bailey.
Attendance: 18

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the September 2, 2003, regular meeting minutes and the September 3, 2003, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

#2 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	13,689.41
Fire Fund	148.27
Ambulance Fund	14,656.35
Property Management	1,486.82
Trail Grooming	41.92
Rec Center Fund	5,615.51
Fairgrounds Fund	2,627.96
Golf Course	56,042.07
DPW Fund	54,477.61
Police Fund	1,901.31

Grand Total \$150,687.23
 Motion carried
 Ck# 24339-24425 & 24303

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September 15, 2003

PUBLIC COMMENTS:

- Resident requested clarification regarding electrical problems in the Dunbar building at the Community Park.

SUPERVISORS REPORT:

- DNR Land swap agreement will be complete by next month.
- Superintendent Perkins submitted information requesting authorization of change order for the Riley/Cedar Grove project.
- MTA Meeting Thursday, September 18, 2003.
- Received a letter from United Way requesting the use of a generator for their Chili Cook Off.

#3 MOVED: by Ed DeWitt, second by Marvin Chappa, to approve change order and have Norris Contracting Inc. pave and curb Riley/Cedar Grove service drive cost not to exceed \$32,000.00. Motion carried.

#4 MOVED: by David Kauer, second by Marvin Besteman, to allow United Way of Chippewa County the use of a generator at no cost for annual Chili Cook off. Motion carried.

DEPARTMENT MANAGERS

Monthly report received from Bill Palmer. Norm Perkins report regarding running a water line verses a new well at the Community Park.

#5 MOVED: by David Kauer, second by Vicki Ulrich, to allow the Dept of Public Works to purchase a new engine for their 4610 Ford Tractor cost not to exceed sixty-one hundred dollars (\$6100.) Motion carried.

#6 MOVED: by Marvin Chappa, second by Vicki Ulrich, to increase ambulance service rates by one-hundred seventy five dollars (\$175.) across the board. Motion carried.

Memo received from Deputy Treasurer Mahar requesting authorization for herself and ambulance personnel to attempt the collection of bad debt. Currently Physicians Billing takes care of delinquent accounts and forwards them to Money Recovery Nationwide in Lansing. Money Recovery receives 30% of monies recovered. Personnel feel that they could handle filing claim in small claims court thus the township would receive all monies recovered. Board members agree that this will be a trial run and should it be successful township personnel will continue this practice as a way to collect as much money as possible.

#7 MOVED: by Vicki Ulrich, second by Marvin Chappa, to allow the Deputy Treasurer and Ambulance Department attempt collection of bad debt in the amount of \$1143.50. Motion carried.

#8 MOVED: by David Kauer, second by Marvin Chappa, to place delinquent water, sewer and garbage bills on the tax roll according to ordinance. Motion carried.

#9 MOVED: by Marvin Besteman, second by Marvin Chappa, to authorize Office Manager to write off delinquent water, sewer, and garbage bills that are fifty dollars or less (\$50.) and cannot be placed as lien on the tax roll. Bills over fifty dollars (\$50.) with affidavits on file will be sent to small claims and write off any balances under one dollar (\$1.00). Motion carried.

#10 MOVED: Marvin Chappa, second by David Kauer, to write off water, sewer, & garbage bill in the amount of \$40.07 due to an error in system and write off the four accounts that have less than a dollar owing or with credits. Motion carried.

COMMITTEE REPORTS

#11 MOVED: by David Kauer, second by Marvin Chappa, to allow Power Warriors, non-profit group, to hold a Tae Kwon Do class at the Rec Center free of charge for six months. Motion carried.

The Rec Committee requested a special workshop regarding personnel. Board Members scheduled the meeting for Monday, September 22, 2003, beginning at 6:00PM. UB Racing also, requested to meet with the Board. The Board will meet with UB Racing personnel at 7:00PM on the same evening.

#12 MOVED: by Marvin Chappa, second by David Kauer, to accept the Law Enforcement Personnel Reimbursement Agreement between the Transportation Security Administration and the Chippewa County Economic Development Corporation. (TSA/EDC) as written. Motion carried.

#13 MOVED: by Ed DeWitt, second by Vicki Ulrich, to adopt Police Protection Special Assessment Resolution #2003-3. Roll call vote all members voted yes. RESOLUTION declared carried.

#14 MOVED: by Marvin Besteman, second by David Kauer, to adopt the 2003 Tax Levy Resolution for township operating expenses. Roll call vote all members voted yes. RESOLUTION declared carried.

At the August 4, 2003, meeting discussion held on the Noble Promissory note. Motion #11 states "to proceed with the collection of unpaid loan balance owed by Clark & Paula Noble." Treasurer Ulrich researched the matter and found that the township used UDAG funds to upgrade the building. The Nobles requested to open a Laundromat in the building. They were

asked to sign a promissory note, and did, stating they would pay back the monies used to upgrade the building. According to the documentation the Nobles did not gain monetarily from the up grade they purchased their own equipment to

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September 15, 2003

run their business. Treasurer Ulrich states that the township should not have requested the Nobles to pay back money the township spent to upgrade their own building and further requested the matter written off the audit books and closed. The documentation is on file in the Clerks Office for anyone wishing to review the information.

#15 MOVED: by Marvin Chappa, second by Vicki Ulrich, to approve writing off the debt owed by Paula Noble. Motion carried with one no vote.

#16 MOVED: by David Kauer, second by Marvin Chappa, to rescind motion #5 of the September 2, 2003, meeting regarding the increase of winter storage rates at the Community Park. Motion carried.

#17 MOVED: by David Kauer, second by Marvin Chappa, to amend the Community Park Winter Storage Contract by increasing locked storage to one dollar and fifty cents (\$1.50) per liner foot and one dollar (\$1.00) per liner foot for unlocked storage. Township residents will receive a 10% discount on cost of storage. Also, increase the early removal fee to one hundred dollars (\$100.00) **plus expenses.** Motion carried.

#18 MOVED: by Marvin Chappa, second by David Kauer, to proceed to budget for a new well at the Community Park cost not to exceed thirty five hundred dollars (\$3500.00). Three yes and four no votes Motion defeated.

Township will advertise for interested persons to run the concession at the Golf Course.

CORRESPONDENCE:

Carl Levin- regarding door-to-door postal service

Kendra Mahar-Rec Center Programming complaint

Elizabeth Askwith, Attorney- Regarding billing misunderstanding

Soo Locks Festival

Debbie Stabenow- TEA/MDOT Grant congratulations

Meeting adjourned at 9:00PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
REC DEPARTMENT PERSONNEL, UB RACING,
BCBS INSURANCE and GOLF COURSE CONCESSION AD**

September 22, 2003

4884 W. Curtis Street

MEMBERS PRESENT

MEMBERS ABSENT

Lawrence J. Palma, Supervisor

Marvin Besteman Jr., Clerk

Vicki Ulrich, Treasurer

Ed DeWitt, Trustee

David Kauer, Trustee

Marvin Chappa, Trustee

Marvin Henderson, Trustee

Also, present, DJ Malloy, Deb Muter, Kathy Gaines, and Kendra Mahar.

Attendance: 21

Supervisor Palma called the meeting to order at 6:15 PM. Trustee Chappa led the Pledge of Allegiance

PUBLIC COMMENT:

- None

Prior to discussion regarding Rec Personnel Director Grabendike was offered the option to have the meeting closed to the public. Ms Grabendike declined the offer to close the meeting.

Discussion held regarding poor management of the Kinross Recreation Center. Issues brought forth included the following:

- Ms. Grabendike's self disclosed inability to manage
 - Lack of performance
- Trustee Henderson arrived @6:30pm.
- Failure to follow directives
 - Insufficient provision of recreation opportunities to the general public
 - Lack of interest, drive and initiative in regards to her department
 - Failure to present an accurate inventory by the due date
 - Expectations of management
 - Need for fund raising events
 - Lack of financial knowledge in budgets & account payables

The audience participated in a public comment dialog with the board.

CORRESPONDENCE:

Amy Howell
Floyd family
Rev. Dan Wolters
Tyler Northrop
Lorna Snyder
Bev Gaines
Don & Carla Sare

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September 22, 2003

Meeting recessed at 7:30 p.m.

Meeting resumed at 7:45 p.m.

Donna Nyberg of U.B. Racing stated she requested the meeting in order to quell rumors and to provide the Board an opportunity to ask questions directly.

Supervisor Palma gave an example of one complaint regarding some drivers being unhappy about the time frame given for rule changes. Ms. Nyberg told the Board that the rules provided to the Township in her initial proposal were the same rules applied throughout the season, save for those dealing with tires. Mr. Nyberg explained that the change were initiated in order to increase competitiveness and eliminate "one winner seasons". Nyberg's also stated that the changes have increased sponsorship, and the competitive nature of racing.

Nyberg's indicated their wish for a three-year lease with a 30 day opt out notice for either party, with reason. The only requested change in the lease would be to go back to Friday night racing, with Saturday rain dates.

1 MOVED: by Vicki Ulrich, second by Davis Kauer, to renew the Race Track lease with U.B. Racing at a three (3) season term, with 30 day opt out notice for either party, with reason. Race dates are to be on Friday with Saturday rain dates.
Motion carried

Township Clerk Marvin Besteman stated the Accountant needed to have some indication of expected health insurance increase, to advise department managers for budget purposes.

#2 MOVED: by Marv Chappa, second by Dave Kauer, to advise Department Managers to expect a 25% increase in health costs for the 2004/05 budget year. Motion carried. 1 no vote.

Discussion held regarding the end of lease with the present golf course concessionaire, as well as how the Township wants the advertisement for proposals to read. The Board indicated that they wanted a 30-day deadline for submission of proposals.

Discussion included the topic of allowing Mr. Renz to leave his personal property inside the clubhouse so that any parties interested in purchasing the inventory, could view the items and there working condition.

#3 MOVED: by Marv Besteman, second by Dave Kauer, to allow Mr. Renz to leave his personal property inside the Golf Course clubhouse to allow for possible purchase inspection. Motion carried

Meeting adjourned at 8:45PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Super

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

October 6, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Alan Moses, Deb Muter, Jack Bailey, and Woody VanVolkenburg.

Attendance: 28

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

#1 MOVED: by David Kauer, second by Marvin Chappa, to accept the September 15, 2003, regular meeting minutes and the September 22, 2003, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

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

General Fund	3,677.01
Fire Fund	2,119.81

Ambulance Fund	4,980.81
Property Management	1,414.34
Trail Grooming Fund	122.20
Recreation Fund	4,753.45
Fairground Fund	2,986.79
Golf Course Fund	5,058.28
Public Works Fund	143,754.39
Police Fund	1,227.40

Grand total \$170,094.48

Motion carried

Ck# 24430 & 24451-24538

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October 6, 2003

PUBLIC COMMENTS

- The next RAB meeting is scheduled for October 21, 2003 at 7:00PM. Board members and residents are encouraged to attend. The meeting will be regarding dumpsites in the township.
- Concerns regarding winterization of the golf course.
- Questions about the 4-H concession trailer that needs to be moved from the Community Park.
- Resident raised concerns about proposals for the golf course concession.
- Resident stated that the Straits Area Tae Kwon Do class at the Rec Center is an asset to the community and hopes that it will continue.
- Questions were raised regarding the status of the township theater.

SUPERVISORS REPORT

- Reminder that the next Small Town Design Public Hearing will be held this Wednesday, October 8, 2003 at 6:30PM.
- Discussion held regarding the winter use of the Quonset Hut. In the past, the building has been used for RV storage some members of the Board would like to convert the building into a skating rink. A lengthy commentary was held regarding the conversion majority of the Board members agree that it is to late this year to get a rink up and going.

#3 MOVED: by Marvin Henderson, second by Vicki Ulrich, not to establish a skating rink in the Quonset Hut. Motion carried with two no votes.

- Long Range Planning and Budget Workshop scheduled for October 13, 2003, at 7:30PM.

DEPARTMENT MANAGERS

Monthly report received from Jamie Davison and Sergeant Micolo. Deb Muter requested educational funding for personnel and Deputy Malloy requested additional personnel for the Rec Dept. Also, request to have an appraisal done on a township building and discussed the Hansen Property.

#4 MOVED: by Vicki Ulrich, second by Marvin Henderson, to allow David Kauer to abstain on motion #5. Motion carried.

#5 MOVED: by Ed DeWitt, second by Marvin Chappa, to allow four ambulance personnel to attend paramedic class at a cost of \$2470.00 per person and approve Educational Contract as presented. Motion carried with one no vote.

#6 MOVED: by Marvin Besteman, second by Ed DeWitt, to hire two part-time temporary program assistants for the Rec Department not to exceed fifty hours per week combined for both positions. Motion carried with one no vote.

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October 6, 2003

#7 MOVED: by David Kauer, second by Marvin Chappa, to allow DJ Malloy to have a certified appraisal done on building 350 aka Huntington Bank. Motion carried.

Discussion held on property Ivan Hansen purchased to open a Federal Express and Sub Way Shop. Verbally Ivan has stated that he is unsure about the future of this business. He may not be able to meet the requirements of the purchase concerning land improvements and jobs for the area. Board members requested that DJ Malloy contact Ivan and ask that he submits something in writing to the Board before any decision is made with regards to purchasing the property back from Mr. Hansen.

COMMITTEE REPORTS

The September 22, 2003 Police Board meeting minutes received. No action from the Board is required.

NEW BUSINESS

None

CORRESPONDENCE

Sarah Grabendike- employment resignation

Scott Shackleton- Funds approved for coal plant conversion

Faulk & Foster-ALTEL Equipment upgrade

Thomas Andrews- Expenditures of DPW funds

Charter Communications- billing procedure conversion

James Couling- Community Garden

EL COM Services- Status of new frequency

Fair Board- Meeting minutes

Meeting adjourned at 8:35PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING
LONG RANGE PLANNING and BUDGET WORKSHOP**

October 13, 2003

4884 W. Curtis St

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

David Kauer, Trustee

Also, present DJ Malloy and Jack Bailey.

Attendance: 3

Supervisor Palma called the meeting to order at 7:43PM.

Supervisor Palma and Board Members outlined projects to consider in the 2003-2004 budgets. The Board also, discussed the following projects for future planning.

- M-80 Street Project
- Golf Course Clubhouse expansion or building new
- New sidewalks
- Repairs to the Theater and Post Office
- Landscaping of township owned properties
- Duke Lake
- Co-Op Parking lot
- Curbs and gutters on several streets
- RV East repairs and improvements
- RV West repairs
- Water & Electrical repairs at the Fair Grounds and

- Winter Recreation area

Supervisor Palma will contact Wade Trim regarding the Clubhouse expansion plans.

Meeting adjourned at 8:56PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma,

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

October 20, 2003

4884 W.Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Norm Perkins, Jamie Davison, Larry Baker, and Deb Muter.

Attendance: 15

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

#1 MOVED: by Marvin Besteman, second by Marvin Henderson, to add one item to the meeting agenda regarding appointment to Rec Committee. Motion carried.

#2 MOVED: by Ed DeWitt, second by Marvin Besteman, to approve the October 20, 2003, meeting agenda as amended. Motion carried.

#3 MOVED: by Ed DeWitt, second by David Kauer, to accept the October 6, 2003, regular meeting minutes and the October 13, 2003, special meeting minutes as presented. Motion carried.

The finance committee reviewed the bills and found one withholding pending Board presentation for approval. Invoice #30783 in the amount of \$3000.00 to GTSI. Corp.

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

General Fund	12,625.26
Fire Fund	1,121.69
Ambulance Fund	25,394.41
Property Management	608.96
Trail Grooming	76.04
Rec Center Fund	2,178.98
Fairgrounds Fund	903.51
Golf Course Fund	3,824.08
DPW Fund	44,163.01
Police Fund	7,023.33- \$3000.00
Drug Forfeiture Fund	45.90

Grand Total \$94,965.17

Motion carried

Ck# 24547-24627

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October 20, 2003

Tim McKee, 911 Director, gave a presentation and answered questions regarding the 911 Operational Surcharge Renewal/Reduction Election.

Tim McKee, OES Coordinator, presented a \$3000.00 check to the Kinross Volunteer Fire Department. The monies are allocated from the US Forestry Service for Fire, Ambulance, and Home Town Security Departments in Chippewa County.

PUBLIC COMMENTS:

- Reminded regarding the October 21, 2003 RAB Meeting.
- Resident informed the Board that a vehicle pulled out in front of them from a two track on Gaines HWY and asked what if anything could be done about it.

SUPERVISORS REPORT:

None

DEPARTMENT MANAGERS REPORTS:

Fire Chief Baker requested approval of new personnel.

#5 MOVED: by Ed DeWitt, second by Marvin Besteman, to appoint Mike Fuerer to the Volunteer Fire Department pending physical and drug screening. Motion carried.

DPW Superintendent Perkins requested authorization to use one of the three-60KW generators for the Blueberry Lift Station.

#6 MOVED: by Marvin Besteman, second by Marvin Chappa, to allow Norm Perkins to relocate one of the township's 60KW generators for use at the Blueberry Lift Station. Motion carried.

Jamie Davison submitted a monthly report and requested approval to attend the 2004 PGA Educational Training. Monthly report also, received from Bill Palmer that included a list of equipment needs.

#7 MOVED: by Vicki Ulrich, second by Marvin Besteman, to allow Jamie Davison to attend the 2004 PGA Training Conference and reimburse him for the conference and mileage cost not to exceed \$1175.00. Motion carried.

The Treasurer's Department received a request from Health Plus Insurance asking for a discount on an ambulance transport that took place in August of 2003. Following a brief discussion the Board agreed to direct Deputy Treasurer Mahar to notify the insurance company that the township cannot write-off the balance as requested.

COMMITTEE REPORTS:

Board members also, received the Rec Committee's October 13, 2003, meeting minutes. The Sled Dog Race agreement as well as a fee schedule for RV East should have been included in Board packets for their review and consideration. The Clerk's Department will gather the information for the next meeting.

Page 3

October 20, 2003

Due to additional workload, Trustee Kauer asked to be relieved of his duties on the Rec Committee

#8 MOVED: by Marvin Chappa, second by Ed DeWitt, to accept the resignation of Trustee Kauer from the Park & Rec Committee and appoint Trustee Henderson. Motion carried.

The Board received the October 13, 2003, Planning Commission meeting minutes requesting approval of board re-appointments.

#9 MOVED: by Marvin Chappa, second by David Kauer, to re-appoint Richard Donaldson and Jodi Cornwell for an additional three years to the Planning Commission Board. Motion carried.

#10 MOVED: by David Kauer, second by Vicki Ulrich, to approve Mervin & Myrna Vanderstar Land Division request regarding parcel #17-008-053-008-00. Motion carried.

CORRESPONDENCE:

- MWH AMERICANS, INC.- Final draft for investigation of Aircraft Maintenance
- Jim Lucas MSU Extension- removal of 4-H concession trailer
- Charter Communications- marketing campaign

Meeting adjourned at 8:55PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

November 3, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

David Kauer, Trustee

Also, present Sheila Gaines, DJ Malloy, Norm Perkins, Deb Muter, Woody VanVolkenburg, Brenda Curtis, Alan Moses and Bruce Osborn.

Attendance: 18

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

#1 MOVED: by Marvin Chappa, second by Ed DeWitt, to amend the November 3, 2003, meeting agenda by adding 1-Replacement of Brian Peterson Rec Center Program Assistant (due to medical reasons) and 2-DPW Backhoe exchange program. Motion carried.

#2 MOVED: by Marvin Chappa, second by Vicki Ulrich, to accept the October 20, 2003, meeting minutes as presented. Motion carried.

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

General Fund	4,242.20
Fire Fund	237.63
Ambulance Fund	6,958.96
Property Management	921.48
Trail Grooming Fund	336.33
Rec Center Fund	921.67
Fairgrounds Fund	1,092.94
Golf Course Fund	6,053.38
Public Works Fund	19,877.69
Police Fund	5,586.33

Drug Forfeiture Fund 390.75

Grand Total \$46,619.36
Motion carried
Ck#24643-24704

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November 3, 2003

PUBLIC COMMENTS

- Red Cross Blood Drive scheduled for Friday, November 7, 2003, from 11:00am-4:30pm at the KCF Training Center.
- The township needs to purchase a new vacuum for the public to use after their event.

SUPERVISORS REPORT

- A budget workshop needs to be scheduled several departments have turned in their budgets.
- Review of Golf Course Concession proposals are due November 4, 2003.
- Last Friday I met with MDOT regarding the beautification project.

Township Board Special Workshop scheduled for Thursday November 6, 2003, at 6:00PM
Golf Course Concession proposals, employee pay scale, and 2004-2005 budgets.

DEPARTMENT MANAGERS

Deb Muter submitted request for personnel changes. Norm Perkins submitted purchase requests. Accountant Hoolsema requested clarification regarding Program Assistant pay scale.

#4 MOVED: by Marvin Besteman, second by Marvin Chappa, to promote Anthony Aiello from EMTS to paramedic effective December 1, 2003.
Motion carried.

#5 MOVED: by Marvin Chappa, second by Marvin Henderson, to promote Marna Singleton from part time position to full time position effective December 1, 2003 for ambulance dept. Motion carried.

#6 MOVED: by Marvin Chappa, second by Marvin Besteman, to allow Deb Muter to advertise for two additional part time employees for the Ambulance Department. Motion carried.

#7 MOVED: by Marvin Chappa, second by Vicki Ulrich, to hire Great Lakes Electrical to do electrical work on the Blueberry Lift Station generator for a cost of \$860.00 and purchase a 100 amp Generac transfer switch from J Rank Electric at a cost of \$1962.60. Motion carried.

#8 MOVED: by Marvin Chappa, second by Vicki Ulrich, to allow DPW to purchase a Ingersoll-Rand Air Compressor from Midway Rentals in the amount of

\$10,699.00.Motion carried.

#9 MOVED: by Marvin Chappa, second by Marvin Henderson, to continue using Ginop Sales Inc. backhoe exchange program. Motion carried.

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November 3, 2003

#10 MOVED: by Vicki Ulrich, second by Ed DeWitt, to only apply COLA to active employees at the time the COLA is approved. Motion carried two no votes.

A lengthy discussion held regarding applying COLA increases and the employee pay scale. Township Board will discuss this matter at the November 6, 2003, workshop meeting.

COMMITTEE REPORTS

Planning Commission October 27, 2003, meeting minutes received. Park & Rec meeting minutes re-submitted as requested at the October 20, 2003, meeting.

#11 MOVED: by Marvin Chappa, second by Marvin Henderson, to approve the RV East revised camping fees effective immediately as follows:

Full Hook Up- daily \$15.00 weekly \$90.00 monthly \$300.00.

Primitive with electric- daily \$10.00, weekly \$42.00, monthly \$200.00

Seniors Full Hook Up- daily \$12.00, weekly \$60.00, monthly \$230.00

All rates based on two-person occupancy additional persons \$2.00

Each. Other rates to remain the same. Motion carried.

#12 MOVED: by Marvin Chappa, second by Marvin Besteman, to notify Great Lake Sled Dog Association that the township will allow them to use the Rec Center Parking lot, the same trails they used last year and the township will provide grooming. Motion carried.

#13 MOVED: by Marvin Chappa, second by Marvin Besteman, to hire Melanie Rospierski part time Rec Center program assistant at \$8.00 per hour effective November 10, 2003. Motion carried.

Recess: 8:40PM

Reconvene: 8:50PM

At the October 20, 2003 meeting, the finance committee withheld invoice #30783 pending further information. Sergeant Micolo explained that they had received grant approval several months ago and that due to several managerial changes the information was never submitted to the Board. The grant will pay 75% of the expenditure and the department is responsible for the remaining 25%. Budget adjustment for this project has been taken care of by accounting. The check will be released to GTSI Corp as requested

#14 MOVED: by Marvin Chappa, second by Marvin Henderson, to allow the Police Department to purchase a laptop computer, modem, radio, antenna, Software, printer for mobile data terminal at a cost of \$1,559.06 25% match of Federal Grant. Motion carried.

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November 3, 2003

#15 MOVED: by Marvin Besteman, second by Marvin Chappa, to adopt the budget adjustment with one exception- delete the Ambulance Fund Budget Adjustment pending further explanation. Roll call vote all members present voted yes RESOLUTION declared carried.

#16 MOVED: by Ed DeWitt, second by Marvin Chappa, to approve Michigan Bell Telephone, d.b.a. SBC application for METRO Rights-of-Way. Motion carried.

#17 MOVED: by Ed DeWitt, second by Marvin Chappa, to purchase a plaque in honor of the 1437th Troop cost not to exceed \$400.00. Motion carried.

CORRESPONDENCE

Liaison Committee Meeting October 14, 2003
Chippewa County- Building a healthier Community

Meeting adjourned at 9:15PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

November 17, 2003

4884 W.Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present DJ Malloy, Jamie Davison, Larry Baker, and Deb Muter.
Attendance: 15

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

#1 MOVED: by Vicki Ulrich, second by Marvin Chappa, approve the agenda of the November 17, 2003 Meeting with the addition of one item to the agenda regarding Holiday Hours for Kinross Township Hall staff. Motion carried.

#2 MOVED: by David Kauer, second by Ed De Witt, to accept the minutes of the November 3, 2003 Regular Meeting and the November 6, 2003 Special Meeting as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

#3 MOVED: by Vicki Ulrich, second by David Kauer, to pay the following bills.

General Fund	4,242.20
Fire Fund	237.63
Ambulance Fund	6,958.96
Property Management	921.48
Trail Grooming	336.33
Rec Center Fund	921.67
Fairgrounds Fund	1,092.94
Golf Course Fund	6,053.38
DPW Fund	19,877.69
Police Fund	5,586.33
Drug Forfeiture Fund	390.75

Grand Total \$46,619.36

Motion carried.

Ck# 24643-24704

PUBLIC COMMENTS:

- John Gaines informed the Board that he had received a phone call from a man in Niles, MI regarding the "Kincheloe Rock". Supervisor Palma explained that he spoke with the gentleman and informed him that the rock had not been discarded; but instead has been placed in the Memorial Park as the centerpiece. Supervisor Palma

indicated that the caller was pleased with this information, as he was under the impression the rock had been disposed of.

SUPERVISORS REPORT:

- A request was made to adjust the Township Hall office hours for the Holidays.

#4 MOVED: by Vicki Ulrich, second by David Kauer, to have Township Hall Office staff work ½ day on Christmas Eve, and ½ half day on New Year's Eve, in exchange for closing the office on December 26th, 2003. Motion carried.

- Supervisor Palma noted that there had been a lack of communication with persons submitting proposals for the Golf Course Concessions. He recommended that the Township Board hold another Workshop regarding the issue and notify the interested parties directly to allow them to participate in the meeting.
- A special workshop for Golf Course Concessions was set for November 19, 2003 at 7 P.M. Supervisor Palma indicated he would personally notify concerned parties.

DEPARTMENT MANAGERS REPORTS:

Kinross EMS Director, Deb Muter, explained the rising costs of intercepts in light of War Memorial Hospital's rate increase for drugs utilized in ALS runs, and refusal to replenish supplies also utilized during runs. Director Muter explained that with the advent of WMH's policy, her department stands to lose \$150.00 per intercept. She explained her wishes to continue to provide Paramedic services to outlying Townships, but must do so at a higher rate if her department is to stay on budget. She also explained that she is seeking alternate sources for drug supplies. She recommended that the Township Board allow her notify the affected Townships of her intention to raise the cost of intercepts from \$200.00, to \$250.00, plus the cost of supplies required for patient treatment during the run. She indicated that a proposed contract should be sent to these Townships, from her office, outlining the changes and requests a response, via signature, to "buy in" to the contract no later than December 15, 2003.

#5 MOVED: by Marvin Besteman, second by Vicki Ulrich, to set the rate of ALS intercepts at \$250.00, plus the cost of supplies with the signing of a contract by affect Townships no later than December 15, 2003. Motion carried.

Further discussion was held after the motion to review the number of Townships who align with the contract, and assess the feasibility of KEMS continuing to provide intercepts to those outlying Townships. Director Muter indicated that at least four of the five affected Townships would need to "buy in" to make it a plausible venture. Further discussion was held regarding how this would affect a multi victim accident and the

Mutual Aid Agreement. Director Muter stated that it would have no affect, as Mutual Aid is an entirely different issue. There was also concern as to Paramedic coverage to Kinross

Township, and Director Muter allayed any fears by indicating that Kinross Township is, and has always been, the first priority for her department. The KEMS department goes down for intercepts when only one Paramedic is left on duty. The proposed contract will not change this policy.

Accountant, Mike Hoolsema, put a budget adjustment resolution before the Board for the Ambulance department and included an explanation for the adjustments.

#6 MOVED: by Marvin Besteman, second by Marvin Chappa, to adopt the Ambulance Department Budget Adjustment Resolution. Roll call vote all members voted yes. RESOLUTION declared carried.

COMMITTEE REPORTS:

The Kinross District Police Department requested the Board appoint Sergeant Joe Micolò, as acting Chief of Police with a 6-month probationary period and subsequent evaluation by the Police Board. They also recommended the position receive an hourly rate of \$20.19.

#7 MOVED: by Marvin Henderson, second by Marvin Besteman, to appoint Sergeant Joe Micolò as acting Chief of Police for a 6-month probationary period and subsequent evaluation by the Police Board at an hourly wage of \$20.19 effective November 9, 2003. Motion carried with three no votes.

Meeting adjourned at 8:25 PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

December 1, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

Also, present Sheila Gaines, DJ Malloy, Jamie Davison, Cathy Chappa, Norm Perkins, Deb Muter and Alan Mosses.

Attendance: 12

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

#1 MOVED: by Marvin Besteman, second by Marvin Chappa, to add a memo from Sheila Gaines regarding administrative staffs' holiday schedule to the December 1, 2003, meeting agenda. Motion carried.

#2 MOVED: by Marvin Besteman, second by Marvin Chappa, to accept the December 1, 2003, meeting agenda as amended. Motion carried.

#3 MOVED: by Ed DeWitt, second by David Kauer, to accept the November 17, 2003, meeting minutes as presented. Also, inform everyone that the special meeting scheduled for November 19, 2003, was canceled. Motion carried.

The finance committee reviewed the bills and found no withholdings.

#4 MOVED: by Vicki Ulrich, second by Marvin Henderson, to pay the following bills.

General Fund	2,281.41
Fire Fund	80.12
Ambulance Fund	1,024.41
Property Management Fund	1,734.59
Recreation Fund	770.34
Fairgrounds Fund	53.29
Golf Course Fund	570.80
DPW Fund	13,974.04
Police Fund	45.91
Road Maintenance & Repair	40,000.00

Grand Total \$60,534.91

Motion carried

Ck# 24791-24821

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December 1, 2003

PUBLIC COMMENTS:

- Cathy Chappa questioned the Board as to when they would meet to discuss the proposed new wage scale. She also, reminded the Board that the current wage scale was adopted in 1992 with the understanding that a review would be conducted every five years.

SUPERVISORS REPORT:

- Barney Osborn has offered to remove thirty to forty cords of poplar wood from behind the water treatment plant.
- The special meeting scheduled November 19, 2003, to meet with the second applicant who submitted a letter of interest to operate the golf course concession declined to meet with the board resulting in cancellation of the meeting.

Board members will meet Monday, December 8, 2003, at 7:00PM regarding the clubhouse concession.

DEPARTMENT MANAGERS:

Monthly reports received from Chief Micolo and Jamie Davison. Superintendent Perkins requested a merit increase for Cathy Chappa.

#5 MOVED: by Vicki Ulrich, second by Marvin Besteman, to allow Trustee Chappa to abstain on motion #6 regarding the merit increase request for Cathy Chappa. Motion carried.

#6 MOVED: by David Kauer, second by Marvin Henderson, to approve Cathy Chappa's fifty-cent per hour merit increase as requested. Three yes three no votes Motion defeated.

Board Members discussed the wage compensation survey submitted by Deputy Malloy. The Board will schedule a special meeting to review employee wages and possible updates of job descriptions and wage scale.

COMMITTEE REPORTS:

The Police Board submitted their November 24, 2003, meeting minutes no action required. Cemetery Chair Lockhart requested Board consideration to budget money for fencing in the 2004-2005 budgets.

Norm Perkins submitted a proposal for remodeling clubhouse including heating and air conditioning.

#7 MOVED: by David Kauer, second by Marvin Chappa, to request that the Supervisor have engineering done for heating and air conditioning in the clubhouse. Motion carried with two no votes.

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December 1, 2003

#8 MOVED: by Marvin Besteman, second by Ed DeWitt, to proceed with the administrative office renovations as requested. Motion carried with one no vote.

#9 MOVED: by David Kauer, second by Vicki Ulrich, to accept UB Racings 2004 race schedule providing it does not conflict with any other event currently scheduled at the Fairgrounds.

Treasurer Ulrich requested that Jack Bailey submit, to the Clerks Department, the 2004 calendar of events taking place at the Fairgrounds.

#10 MOVED: by David Kauer, second by Ed DeWitt, to change the times of the May 4th & May 11th UB Racing Test-n-Tune times from 5:00PM – 10:00PM to 5:00PM – 9:00PM and allow an additional day if needed. Motion carried.

#11 MOVED: by Marvin Chappa, second by David Kauer, to remove the race way sign on M-80 and not reinstate. Motion carried.

#12a MOVED: by Marvin Chappa, second by Marvin Henderson, to adopt the CenturyTel Adjacent Exchange Calling Plan Resolution.

#12b MOVED: by Marvin Besteman, second by Ed DeWitt, to table the adoption of the CenturyTel Adjacent Exchange Calling Plan pending additional information. Motion to table carried.

Deputy Malloy will contact CenturyTel for information regarding the calling plan and report the findings to the Board at the next regular meeting.

At the November 17, 2003, meeting the Administrative Staff requested permission to work ½ day on December 24 and December 31 in exchange for closing the office on December 26, 2003. Office Manager Gaines requested that the Board clarify the motion made by stating that the decision made by the Board was the result of the office staffs' request and that they will not receive holiday pay for working on December 24 and 31, 2003.

#13 MOVED: by Marvin Chappa, second by Ed DeWitt, to clarify Motion #4 of the November 17, 2003, meeting by adding that the decision to work ½ day on December 24, and ½ day on December 31, 2003, was the result of the Administrative Staffs' request and they will receive no overtime pay. Motion carried.

The Board will schedule budget workshops after the holidays.

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December 1, 2003

CORRESPONDENCE:

- Kincheloe Medical Center- Physician Vacancy in Kinross Township
- DOT Proposed Process for Involving Local Officials in Rural Planning

Meeting adjourned at 8:55PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
SPECIAL MEETING**

GOLF COURSE CONCESSION AREA

December 8, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Marvin Chappa, Trustee
Marvin Henderson, Trustee

MEMBERS ABSENT

David Kauer, Trustee

Also, present DJ Malloy and Jamie Davison.

Attendance: 6

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

Discussion held on the following:

- The previous concession lease with Dick Renz.
- Reviewed letter received from the Health Dept regarding the condition of the snack bar.
- Need for handicap accessible restroom and existing restrooms and
- Club House expansion proposal #3.

#1 MOVED: by Marvin Besteman Jr., second by Vicki Ulrich, to reject the offer of the township purchasing equipment and liquor license owned by Dick Renz. Motion carried with two no votes.

#2 MOVED: by Marvin Besteman Jr., second by Ed DeWitt, to proceed with lease negotiations for golf course concession with Helen Wilkins. Motion carried.

#3 MOVED: by Marvin Chappa, second by Marvin Henderson, to request the Supervisor solicit engineering/construction proposals for phase #3 Club House expansion. Motion carried.

Additional discussion held on the following items:

- Moving the T Boxes forward last year was a good idea
- Need for newer T Boxes
- New equipment purchase
- Cost of repairing equipment and
- Funding of equipment

Supervisor called for a special workshop meeting January 12, 2004, at 7:00PM to review the wage compensation survey.

Meeting adjourned at 8:12PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

December 15, 2003

4884 W. Curtis St.

MEMBERS PRESENT

Lawrence J. Palma, Supervisor
Marvin Besteman Jr., Clerk
Ed DeWitt, Trustee
David Kauer, Trustee
Marvin Chappa, Trustee

MEMBERS ABSENT

Vicki Ulrich, Treasurer
Marvin Henderson, Trustee

Also, present Sheila Gaines, DJ Malloy, Jamie Davison, Deb Muter, Alan Moses, and Woody VanVolkenburg.

Attendance: 12

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

#1 MOVED: by Marvin Chappa, second by Marvin Besteman, to accept the December 15, 2003, meeting agenda as presented. Motion carried.

#2 MOVED: by David Kauer, second by Marvin Chappa, to accept the December 1, 2003, regular meeting and December 8, 2003, special meeting minutes as written. Motion carried.

The finance committee reviewed the bills and found no withholdings.

#3 MOVED: by Ed DeWitt, second by David Kauer, to pay the following bills.

General Fund	20,692.37
Fire Fund	150.80
Ambulance Fund	16,115.26
Property Management Fund	3,806.46
Trail Grooming Fund	417.56
Recreation Fund	2,593.60
Fairground Fund	879.80
Golf Course Fund	3,624.63
DPW Fund	124,242.35
Police Fund	4,260.98

Grand Total

\$176,783.81

Motion carried.
Ck# 24833-24909

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December 15, 2003

PUBLIC COMMENTS:

- Questions regarding budgeted monies for holiday decorating.
- Questions as to why the township is plowing the entire parking lot at the golf course.
- Special assessment district should be renamed Kinross/Kincheloe.

SUPERVISORS REPORT:

- Wishing everyone a safe and happy holiday.
- Senior citizen dinner is December 19, 2003, fruit baskets will be given out during the dinner. Anyone not attending the dinner we will deliver the basket.
- Gordon Food Service and the Community Voice donated one hundred pounds of candy for the baskets.

DEPARTMENT MANAGERS:

#4 MOVED: by Larry Palma, second by David Kauer, to hire Robert Pavlat part-time Program Assistant for the Rec Center not to exceed twenty-five hours per week. Motion carried.

#5 MOVED: by Marvin Chappa, second by David Kauer, to allow the EMS Department to purchase, if available, Pickford Townships 1985 Ford E 350 ambulance at a cost of \$3,500.00 and advertise for sealed bids for Kinross EMS 1999 ambulance and the red van pending the purchase of Pickford Townships rig. Also, allow the department to purchase twelve (12) Kenwood radios at a cost of \$3,906.00. Motion carried.

#6 MOVED: by Marvin Chappa, second by David Kauer, to approve the 2004 green fee rates for returning and new participants. Motion carried with one no vote.

COMMITTEE REPORTS:

The Board received the December 8, 2003, Rec Advisory meeting minutes with one request.

#7 MOVED: by Marvin Chappa, second by Ed DeWitt, to allow the Recreation Center to use donated funds as prize money for the Christmas Decorating contest. Motion carried.

#8 MOVED: by Ed DeWitt, second by David Kauer, to allow the Supervisor to sign the M-80 Enhancement Project agreement from Fleis & Vandenbrink. Motion carried.

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December 15, 2003

CORRESPONDENCE:

- Dept of Treasury- Changes to Law Governing March Meeting Dates for Board of Review
- Tami Beseau- Paving 3.5 miles of rural road in Kinross Township
- DEQ- How to Apply for a Revolving Loan from EPA Brownfield
- Chippewa County Health Dept-Kincheloe Golf Course Snack Bar
- Charter Communications-Annual rate justification filing for 2004

The meeting adjourned at 8:05PM.

Marvin Besteman Jr., Clerk

Lawrence J. Palma, Supervisor