

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 4, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Norm Perkins, Dorothy Johnson and Alan Moses.  
Attendance 24

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

**#1 MOVED:** by David Kauer, second by Marvin Besteman, to amend the January 4, 2010, meeting agenda with addition of Zoning Ordinance amendment section 3.13 Home Occupations and Special Meeting regarding the Deputy Clerks pay. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by David Kauer, to accept the December 21, 2009, regular meeting minutes with amendment to motion number 9 strike "*a ninety day notice of such*" replace with April 1, 2010. Motion carried.

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

General Fund	17,194.29
Fire Fund	21,748.56
Ambulance Fund	31,693.81
Property Management Fund	1,544.88
Trail Grooming Fund	1,616.42
Recreation Center Fund	3,905.67
Fairgrounds Fund	76.30
Golf Course Fund	4,761.98
Public Works Fund	42,351.77
Police Fund	7,905.27

Grand Total \$132,798.95

Ck# 36453-36502

Motion carried with one no vote.

**PUBLIC COMMENTS**

- Resident requested clarification regarding the adoption of the Commercial Truck Route Ordinance.

Supervisor Palma presented the new Master Plan to Gail Schell in memory of her husband Leroy Schell who served on the Planning Commission.

Treasurer Munro requested a special meeting to discuss and clarify explanations regarding budget adjustment resolution 2010-1. Meeting scheduled for January 6, 2010 at 6:30PM.

**#4 MOVED:** by Harvey O'Brien, second by Brenda Case, to allow the DPW Superintendent to purchase a Moyno Dual Stage Sludge Pump from Fluid Process Equipment for twenty-three thousand four hundred fifty two dollars and no cents (23,452.00). Motion carried.

Letter received from resident Jamie Quinn requesting a reduction or write off ambulance bill. Following discussion the Board requested that EMS Director Moses contact Jamie and set up some type of payment agreement.

**#5 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to write off ambulance run #119190KI in the amount of \$291.24 patient deceased with no estate and run #27465KI in the amount of \$643.00 due to bankruptcy. Motion carried.

**#6 MOVED:** by Julie Munro, second by Brenda Case, to adopt the Roadway High Visibility Policy, Emergency Vehicle Operations Policy and the BLS Transfer Policy as requested by EMS Director Moses. Motion carried.

**#7 MOVED:** by Marvin Besteman, second by Harvey O'Brien, to approve the Michigan Department of Corrections Public Works Agreement Project duration October 2009-September 30, 2010. Motion carried.

**#8 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the Software agreement from Cincinnati Time Systems in the amount of one thousand one hundred ninety-five dollars and no cent (\$1,195.00) Motion carried.

**#9 MOVED:** by David Kauer, second by Marvin Besteman, to approve the Sault Area Racing Associations race dates for 2010, change the closing time to 11:30pm once monthly, install caution light off turn two and install additional concrete pads. Motion carried.

**#10 MOVED:** by Brenda Case, second by Ed DeWitt, to close the townships post office box at the Kinross Post Office. Motion carried.

**#11 MOVED:** by Julie Munro, second by David Kauer, to adopt the Zoning Ordinance amendment Section 3.13 Home Occupation. Roll call vote Palma, Besteman, Munro, DeWitt, Kauer and Case voted yes O'Brien voted no.

**COMMITTEE REPORTS**

Personnel Committee and Park & Rec Committee meeting minutes received.

**PUBLIC COMMENT**

- Resident thanked the township for the Senior Dinner.
- Resident asked if any of the board would be attending the MTA Education Conference.

Meeting adjourned at 8:45PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING**

**Resolution 2010-1, and Letter from MI State Department of Energy, Labor & Economics**

**January 6, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Dorothy Johnson, Bill Palmer and Joe Micolo.  
Attendance 7

Supervisor Palma called the meeting to order at 6:40PM. Trustee Kauer led the Pledge of Allegiance.

Discussion held regarding the 2010-1 Budget Adjustment, retained earnings, payment of unemployment insurance and budget reports as to how much money has been budgeted, spent and amount remaining.

**#1 MOVED:** by Harvey O'Brien, second by David Kauer, to adopt Budget Adjustment Resolution 2010-1. Roll call vote Palma, Besteman, DeWitt, Kauer and O'Brien yes. Munro and Case nay. Resolution declared adopted and motion carried.

**#2 MOVED:** by Julie Munro, second by Brenda Case, future budget adjustments will explanations on what budget line it is being adjusted or if the adjustment is coming from retained earnings. Motion carried.

Recess            7:40PM  
Reconvene      7:52PM

Deputy Supervisor Johnson explained the letter received from Michigan State Department of Energy, Labor & Economics. Dorothy proposed that the township obtain legal counsel, appointment of bargaining representatives from the board and stated that a hearing would be held the week of January 18, 2010.

**#3 MOVED:** by David Kauer, second by Brenda Case, to hire Fahey Schultz Burzych & Rhodes PLC legal counsel to represent the township regarding labor relations. Motion carried.

**#4 MOVED:** by David Kauer, second by Harvey O'Brien, to appoint Munro, Case and DeWitt bargaining representatives for labor relations. Motion carried.

**#5 MOVED:** by Brenda Case, second by Julie Munro, the portion of wages and benefits paid to the Deputy Clerk from D.P.W. fund will now be taken from the Clerks budget effective 1/6/2010. Motion carried with one no vote.

Meeting adjourned at 8:32PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 19, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Ed DeWitt, Trustee

Also, present Sheila Gaines, Mike Hoolsema, Dorothy Johnson DPW employees.  
Attendance 15

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

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the January 19, 2010, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Harvey O'Brien, second by David Kauer, to accept the January 4, 2010 meeting minutes as written and the January 6, 2010, special meeting minutes as amended change motion #2 to read *future budget adjustments will have an explanation on what budget line it is being adjusted and if the adjustment is coming from retained earnings or another line item. Motion #5 to read the portion of wages and benefits paid to the Deputy Clerk from DPW fund will now be taken from the Clerks budget that a Deputy is a Deputy and only a Deputy. Motion carried.*

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

General Fund	24,955.89
Fire Fund	6,592.32
Ambulance Fund	46,425.02
Property Management Fund	4,267.73
Trail Grooming Fund	2,306.69
Parks Fund	137.07
Recreation Center Fund	10,719.11
Fairgrounds Fund	2,270.09
Golf Course Fund	10,030.92
Public Works Fund	112,931.54
Police Fund	13,438.34

Grand total \$234,074.72

Ck#36503-31144

Motion carried.

**PUBLIC COMMENTS**

- Katherine Hendricks from Census stated that they are looking for Kinross residents to work in the area for two to three months the pay is \$11.25 per hour and .50 cents per mile traveled. Information is available at the township.
- Planning Commission member Munro requested information on the freedom of information was processed.
- Resident questioned the golf course wages.

The Planning Commission gave out information regarding their duties about capital improvement plans. Requested a room for storage, vacancy on the board and a change in their meeting schedule for February and March.

**#4 MOVED:** by David Kauer, second by Harvey O'Brien, to approve Great Lakes Services to repair three furnaces' at the Rec Center cost not to exceed \$1112.50. Motion carried.

**#5 MOVED:** by David Kauer, second by Julie Munro, to return all \$2500.00 to Brenda Verhey who was purchasing building 316. Two no votes four yes votes Motion carried.

**#6 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to increase the Township Supervisors spending allowance to twenty five hundred as long as the money is in the budget. Also that the Township Supervisor is the only person allowed to contact attorneys. Motion carried.

Deputy Johnson requested that the attorney assigned to the McMillan V KCT hearing be present for the conference on Friday.

**COMMITTEE REPORTS**

Board received meeting minutes from the Kinross District Police Board and the Personnel Committee.

**CORRESPONDENCE**

Leo Wiley Resignation

MMB & J Water & Sewer Ordinance Adoption Procedure

Great Lakes Sled Dog Association

Hornstra Communications – phone system quote

Campbell Kusterer & Co., PC –Audit interest

Department of Community Health- Oral Health Program Grant

**PUBLIC COMMENTS**

- The water & sewer ordinance adoption was not accurate.
- Resident stated that she never sees any of the Department Managers at the meetings.
- Planning member Munro asked to go into closed session with the Board to discuss a personnel issue.

Meeting adjourned at 7:45PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 1, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Lawrence Palma, Supervisor

Also, present Dep. Supervisor Johnson, Alan Moses, and Judy Wright.  
Attendance 8.

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

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

**#2 MOVED:** by O'Brien, second by DeWitt, to approve the February 1, 2010, meeting agenda with addition of discussions of rural development loan for EMS/Fire building, wastewater treatment plant appropriation application, and ACH payroll direct deposits. Motion carried.

**#3 MOVED:** by O'Brien, second by Munro, to accept the January 19, 2010, regular meeting minutes as written. Motion carried.

**#4 MOVED:** by Besteman, second by O'Brien to pay total bills of \$142,155.88. Roll call vote: Yes-3; No-3. Motion defeated.

Treasurer Munro stated that she wanted to discuss the need of DPW having a subscription to the Evening News and stated that the Finance Committee authorized holding the payment for invoice #0210-13890 in the amount of \$210.00 until clarification is obtained.

**#5 MOVED:** by O'Brien, second by Case to withhold payment of Evening News Invoice #0210-13890 in the amount of \$210.00, pending investigation. Motion carried.

Treasurer Munro stated that she had been asked to bring bills submitted by Clerk Besteman for the MTA Annual Education Conference to the Board's attention. She requested whether the Board wished to withhold payment of the bills totaling \$612.00 for registration fee and travel reimbursement. It was asked why the Clerk's attendance at this one conference was an issue, given that many Board members had attended several conferences/seminars over the past year and had expended much more than these bills totaled? It was stated that the Finance Committee had not recommended that payment be withheld. Clerk Besteman reported that at he attended workshops on the Census, healthcare options, election administration changes, green initiatives, and the issue of employee/independent contractor status.



**#6 MOVED:** by O'Brien, second by Case to pay the expenses presented by the Clerk for the MTA Annual Education Conference. Motion carried with two no votes.

**#7 MOVED:** by Case, second by O'Brien, to pay the following bills.

General Fund	17,485.91
Fire Fund	4,660.55
Ambulance Fund	46,115.98
Property Management Fund	22,780.73
Snowmobile Trail Grooming Fund	151.04
Parks Fund	77.76
Recreation Center Fund	3,591.61
Fairgrounds Fund	84.18
Golf Course Fund	3,181.00
Public Works Fund	36,872.63
Police Fund	6,944.49

Grand Total \$ 141,945.88

Ck# 36586-36642

Motion carried with one no vote.

## **PUBLIC COMMENTS**

- Whether someone is allowed to attend a seminar should be approved in advance.
- Why there are trash cans blowing all over the neighborhood more than two days after trash pick-up? Why don't the police enforce the ordinance?
- The Township can apply for a sub-award for the Rec Center from the SOSY program to use for senior meals, after school programs, etc.
- MTA is a lobbyist group that acts on behalf of member townships. Board members are strongly encouraged to attend at least the county chapter meetings to keep up to date on changes that may affect the way the Township operates.
- The Health Dept. is going to require a license fee of \$207.00 per year for previously exempt kitchens.
- There is much lobbying by vendors and little education at the MTA Annual Conference.
- Has anyone ever given a report of what they learned at past conferences?
- As long as there is money in the Planning Commission budget to attend a conference there should be no issue with anyone attending training.
- Much of what is learned at conferences is learned by networking with other officials that are experiencing the same problems in their townships.
- Alex Stroben is running for a seat in the Michigan House of Representatives.
- The EUP Firemen were recently informed that all trainers and prospective firemen will be required to pay fees to conduct training and be tested on the training received.
- A challenge is issued to the Board and employees of the Township to purchase tickets for a benefit concert to take place February 27<sup>th</sup> to raise funds for memorial scholarships in the names of Kim Rogers and Kelsey Raffaele. Purchased tickets could be distributed to area youth through the Rec Center.

**#8 MOVED:** by Case, second by DeWitt, to send a letter opposing the fees being charged to fire trainers and prospective firemen. Motion carried.

There was considerable discussion of the action taken by Treasurer Munro to instruct the Accountant to deduct \$1.52 per hour from the Deputy Clerk's rate of pay for the position of Office Manager effective January 7, 2010.

**#9 MOVED:** by Besteman, second by O'Brien, to reinstate the Deputy Clerk's rate of pay to the level she was receiving on January 1, 2010 and pay the amount withheld by the Treasurer in the next paycheck. Motion carried with two no votes.

Recess 8:05 PM

Reconvene 8:20 PM

**#10 MOVED:** by O'Brien, second by DeWitt, to approve holding the sled dog races on February 27 & 28, 2010. Motion carried.

**#11 MOVED:** by O'Brien, second by DeWitt, to approve the same contract terms for the Great Lakes Sled Dog Association for 2010 as there was in 2009. Motion carried.

**#12 MOVED:** by Besteman, second by DeWitt, to renew RV East and RV West campground host agreements, with the same terms as last year, for Charlene and Mike Schmidt for the upcoming camping season. Motion carried.

No action was taken on the Civil Infractions Ordinance #1.132, the capital improvement plan, or having Wade Trim review the zoning ordinance due to lack of documentation.

**#13 MOVED:** by Case, second by Munro, to approve the appointment of Gerda Frimberger to the Planning Commission. Motion carried.

**#14 MOVED:** by Besteman, second by O'Brien, to proceed with the application for a USDA rural development loan for the EMS/Fire building. Motion carried.

A short discussion was held about the newly received information regarding a special appropriation through Senator Stabenow's office for \$3.6 million in improvements to the wastewater treatment plant to accommodate Frontier Renewable Resources' new cellulosic ethanol plant.

**#15 MOVED:** by O'Brien, second by Munro, to proceed with the application, on behalf of Frontier Renewable Resources, for appropriation of \$3.6 million to be used for upgrades to the wastewater treatment plant. Motion carried with one no vote.

Treasurer Munro informed the members that to have automated clearing house (ACH) direct deposits for payroll would cost \$15.00 per pay period plus \$75.00 set up. The set-up fee is for purchase of the necessary software.

**#16 MOVED:** by O'Brien, second by Case to send a letter to the Health Department protesting the new \$207.00 license fee for previously exempt commercial kitchens. Motion carried.

**#17 MOVED:** by Besteman, second by DeWitt, to have the Supervisor's office set up budget workshops, possibly during the day, for the upcoming week. Motion carried.

**#18 MOVED:** by Besteman, second by DeWitt, to schedule a special Board meeting with a representative from Burnham & Flower to discuss health insurance options that are available. Motion carried.

### **PUBLIC COMMENT**

- Was the Deputy Clerk paid for the time spent signing the payroll checks?
- Is the issue of the software for the time clocks resolved?
- Was an intern secured to build a new website? When can we expect to see some progress?
- Does the Township have any grant applications in the process for recreation projects at Duke's Lake?
- There is no money in the Supervisor's budget for travel at this time.

### **COMMITTEE REPORTS**

Park & Rec Committee  
Planning Commission

### **CORRESPONDENCE**

Lease for Water Tower Space  
Letter of Interest – Gerda Frimberger

Meeting adjourned at 9:15 PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2010-2011 TOWNSHIP BUDGETS**

**February 8, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

David Kauer, Trustee

Also, present Deputy Supervisor Johnson, Accountant Hoolsema, Public Works Superintendent Perkins, Herman Calkins, and Donald Sare.

Meeting was called to order by Supervisor Palma at 1:07 PM.

Work was done on the 2010-2011 General Fund budget and Public Works Fund budget.

Meeting adjourned at 4:30 PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2010-2011 TOWNSHIP BUDGETS**

**February 9, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

David Kauer, Trustee

Also, present Deputy Supervisor Johnson, Accountant Hoolsema, Recreation Center Administrator Frasure and EMS Director Moses.

Meeting was called to order by Supervisor Palma at 1:00 PM.

Work was done on the 2010-2011 Recreation Center Fund budget. Work was done on the 2010-2011 RV East budget. It was decided to combine the RV West budget with the Fairground Fund budget. Work was done on the 2010-2011 Ambulance Fund budget.

Meeting adjourned at 4:10 PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2010-2011 TOWNSHIP BUDGETS**

**February 11, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Marvin Besteman, Clerk

Also, present Golf Course Manager Davison, Accountant Hoolsema, and DPW Superintendent Perkins.

Meeting was called to order by Supervisor Palma at 1:00 PM.

Work was done on the following 2010-2011 budgets: Public Works Fund, Golf Course Fund, Trail Grooming Fund, Public Improvement Fund, Drug Forfeiture Fund, Road Millage Fund, Pension Trust Fund, and Property Management Fund.

Meeting adjourned at 3:00 PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2010-2011 TOWNSHIP BUDGETS**

**February 12, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Julie Munro, Treasurer

Also, present Deputy Supervisor Johnson and Accountant Hoolsema.

Meeting was called to order by Supervisor Palma at 10:17 AM.

Work was done on the 2010-2011 Fire Fund budget and the 2010-2011 Fairgrounds Fund budget.

Meeting adjourned at 11:50 AM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 16, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Dorothy Johnson, Mike Hoolsema, Rick LaDuke, Norm Perkins, Franklin Noha, Fire Dept. personnel, Tim McKee, and Judy Wright.  
Attendance 3.

Supervisor Palma called the meeting to order at 7:04PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by Kauer, second by DeWitt, to approve the agenda for February 16, 2010. Motion carried.

**#2 MOVED:** by Case, second by Kauer, to add a budget adjustment resolution to the agenda of February 16, 2010. Motion carried.

**#3 MOVED:** by Kauer, second by O'Brien, to accept the February 1, 2010, regular meeting minutes as written, the February 8, 2010, special meeting minutes as written and the February 9, 2010, special meeting minutes with the correction that Trustee Kauer was present. Motion carried.

**#4 MOVED:** by Munro, second by DeWitt to pay total bills of \$152,418.06. Motion carried.

General Fund	16,688.72
Fire Fund	477.82
Ambulance Fund	36,224.60
Property Management Fund	153.56
Snowmobile Trail Grooming Fund	1,247.31
Parks Fund	172.20
Recreation Center Fund	7,714.36
Fairgrounds Fund	132.24
Golf Course Fund	7,263.01
Public Works Fund	71,664.56
Police Fund	10,679.68

Grand Total \$ 152,418.06

Ck# 36644-36721

Motion carried with one no vote.



## **PUBLIC COMMENTS**

- Don Sare is still in the hospital and needs our prayers.
- What was the date of the Road Advisory Committee meeting?

## **DEPARTMENT MANAGERS' REPORTS**

DPW Superintendent Perkins reported that his employees are able to perform previously delayed maintenance due to the lack of snow this winter. He also reported that although department revenues are down approximately \$80,000.00, expenses are also down approximately \$200,000.00.

## **COMMITTEE REPORTS**

**Road Advisory Committee** – The Committee would like an additional member from the community to sit on the Committee. Some issues that they discussed for Board action included televising the storm sewers, Ploegstra Road improvements, and new lighting on Water Tower Drive.

**#5 MOVED:** by Kauer, second by Munro, to have the Supervisor's office contact the Chippewa County Road Commission about repairing cracks in Township roads and about storm drain issues. Motion carried.

**#6 MOVED:** by Kauer, second by DeWitt, to have the Supervisor's office contact the Chippewa County Road Commission and Rudyard Township to determine their plans about upgrading Ploegstra Road. Motion carried.

**Personnel Committee** – The Committee requested that the Board reinstate Personal Leave time to all employees that was written off, rather than carried forward to calendar year 2010, as there is no written policy that an employee must use it or lose it on an annual basis. This issue will be researched and discussed further at the next Board meeting.

**Planning Commission** – Chairman Munro reminded the Board that a Capital Improvement Plan needs to be formulated. He stated that two possible dollar amounts that might be considered would be the \$2,500.00 spending limitation of the Supervisor, or the \$5,000.00 capitalization threshold that the accounting department uses. However the dollar amount has to be the same for all Township entities.

## **SUPERVISOR'S REPORT**

Supervisor Palma will be looking for a new Road Advisory Committee member.

OES Director, Tim McKee, presented certificates of completion for FEMA ICS 300 & 400 to members of the Fire Department: Brian Bensel, Jason Mingus, Gus Ortiz, and Rick LaDuke. Pat McMahon and Paul Young, of the Ambulance Department, have also completed the training, but were not present to receive their certificates.

**#7 MOVED:** by Munro, second by O'Brien, to approve the replacement of light fixtures at DPW as requested in Superintendent Perkins' memo of February 5, 2010. Motion carried.

**#8 MOVED:** by Kauer, second by DeWitt, to approve the Lease for Water Tower Space between Kinross Charter Township and Lighthouse Computers as presented. Motion carried.

There was a short discussion about the changes to the Road Advisory Committee's Bylaws. The Board will review the suggestions and consider adoption at the next meeting.

**#9 MOVED:** by DeWitt, second by Munro, to adopt the Civil Infractions Ordinance #1.132. Roll call vote – all present voted yes. Motion carried.

**#10 MOVED:** by O'Brien, second by Kauer, to approve Budget Adjustment Resolution #2010-2 as presented. Roll call vote – all present voted yes. Motion carried.

**PUBLIC COMMENT**

- Who owns the storm drains in the Township?
- Who is responsible for maintenance of the storm drains?
- Water sits on my road and has for 30 years.
- We are happy to have Gerda Frimberger as a member on the Planning Commission.
- If the Board doesn't speak up we could lose more correctional facilities.
- Is there going to be a new Deputy Clerk appointed who can handle the stress?
- Is there any way we can charge property owners when their tenants move out and leave a huge amount of trash at the curb?

**DEPARTMENT MANAGERS' REPORTS**

Golf Course Manager Davison

DPW Superintendent Perkins

**COMMITTEE REPORTS**

Road Advisory Committee

Kinross District Police Board

Personnel Committee

Planning Commission

**CORRESPONDENCE**

Letter of interest for position of Township Assessor

Meeting adjourned at 8:05 PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2010-2011 TOWNSHIP BUDGETS**

**February 19, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Brenda Case, Trustee

Also, present Deputy Supervisor Johnson and Accountant Hoolsema and Herman Calkins.

Meeting was called to order by Supervisor Palma at 1:08 PM.

Work was done on the 2010-2011 budgets.

Trustee DeWitt left the meeting at 2:50 PM

Recessed at 2:50 PM

Reconvened at 3:00 PM

Meeting adjourned at 3:46 PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2010-2011 TOWNSHIP BUDGETS**

**February 25, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Deputy Supervisor Johnson and Accountant Hoolsema.

Meeting was called to order by Supervisor Palma at 1:00 PM.

Work was done on the 2010-2011 budgets.

**#1 MOVED:** by Case, second by Kauer, to send a letter to MMTA (Michigan Municipal Treasurers Association) requesting scholarship funds to enable Treasurer Munro to attend a week long training, due to the lack of funds. Motion carried.

Recessed 2:10 PM

Reconvened 2:20 PM

Meeting adjourned at 3:25 PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**March 1, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Dorothy Johnson, Franklin Noha, Kerry Fountain, Trevor Quinlan, Jamie Davison, Bill Palmer, and Judy Wright.  
Attendance 9.

Supervisor Palma called the meeting to order at 7:04PM. Trustee Kauer led the Pledge of Allegiance.

**#1 MOVED:** by O'Brien, second by Case, to approve the agenda for March 1, 2010. Motion carried.

**#2 MOVED:** by Kauer, second by Munro, to accept the meeting minutes of February 11, 12, 16, and 19, 2010 as written. Motion carried.

**#3 MOVED:** by DeWitt, second by O'Brien to pay total bills of \$121, 734.76. Motion carried.

General Fund	16,860.95
Fire Fund	1,545.79
Ambulance Fund	24,696.25
Property Management Fund	1,640.53
Snowmobile Trail Grooming Fund	393.96
Parks Fund	111.64
Recreation Center Fund	4,253.03
Fairgrounds Fund	76.00
Golf Course Fund	3,263.55
Public Works Fund	60,729.83
Police Fund	8,163.23

Grand Total \$ 121,734.76

Ck #36614 & 36722-36770

Motion carried with one no vote.

**PUBLIC COMMENTS**

- Is there always someone at the ambulance barn? It took 20 minutes to get an ambulance to a church in Rudyard last Sunday.
- I was in to pay my property taxes the other day. Did I pay for that fancy new desk?

**DEPARTMENT MANAGERS' REPORTS**

None

**COMMITTEE REPORTS**

None

**SUPERVISOR'S REPORT**

Supervisor Palma will be contacting someone from outside the housing area to serve on the Road Advisory Committee.

**#4 MOVED:** by Besteman, second by Kauer, to approve Resolution 2010-3. Roll call vote: Yea-Besteman, Case, Kauer, O'Brien, Palma, Munro, and DeWitt; Nay-none. Resolution adopted.

**#5 MOVED:** by DeWitt, second by Besteman, to approve extending the purchase agreement for Building 300 (Hotel) by six months. Motion carried with one no vote.

**#6 MOVED:** by Case, second by Munro, to reinstate the Personal time that was adjusted off on January 1, 2010, to Deputy Treasurer Kerry Fountain because there is no longer a written policy. Motion carried. Amended March 15, 2010 "any employee who lost personal time"

**#7 MOVED:** by Kauer, second by Besteman, to eliminate all additional titles for Deputy Clerk Sheila Gaines with no reduction in rate of pay. Motion carried.

**#8 MOVED:** by Kauer, second by DeWitt, to approve the appointment of Jim Johnson to the Road Advisory Committee. Motion carried.

**#9 MOVED:** by O'Brien, second by Case, to approve the draft purchase agreement between Kinross Charter Township and Trevor Quinlan for Building #316, as presented. Motion carried.

**#10 MOVED:** by O'Brien, second by Kauer, to allow Recreation Center Administrator Frasure to apply for 2% funding for Kid's Fishing Day. Motion carried.

**PUBLIC COMMENT**

- What is the population of Kinross Township? We have too many chiefs.
- Why is okay to add a title to a person who works for the ambulance department and not to add a title to someone who works in the administrative office? If you eliminate the Office Manager position you destroy the continuity in the office when there is a change of administration. That's the way projects fall through the cracks, like the Streetscape Project.

**DEPARTMENT MANAGERS' REPORTS**

None

**COMMITTEE REPORTS**

None

**CORRESPONDENCE**

Fax from Chippewa County Administrator

Meeting adjourned at 8:05 PM.

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Burnham & Flower's Health Insurance Proposals and  
2010-2011 Budgets**

**March 4, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Lawrence Palma, Supervisor  
Brenda Case, Trustee

Clerk Besteman called the meeting to order at 10:04AM.

Also, present Mike Hoolsema, Dorothy Johnson, Norm Perkins, Alan Moses and Judy Wright.  
Attendance 1

**#1 MOVED:** by Harvey O'Brien, second by David Kauer, to appoint Marvin Besteman chairperson for the meeting. Motion carried.

Todd Carless representative from Burnham Flower's, the townships health insurance agent, explained options for health insurance. Todd recommended that the township continue with the current policy.

Recess 11:30AM

Reconvened 11:35AM

Board completed reviewing of the 2010-2011 budgets.

**#2 MOVED:** by Harvey O'Brien, second by David Kauer, to tentatively approve the 2010-2011 budgets. Motion carried with two no votes.

Meeting adjourned at 11:47AM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING/BUDGET PUBLIC HEARING**

**March 15, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Mike Hoolsema, Dorothy Johnson, Jamie Davison, Richard Oliver, Alan Moses, Norm Perkins, Denise Frasure and Joe Micolo.  
Attendance 25

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

**#1 MOVED:** by Larry Palma, second by Harvey O'Brien, to approve the March 15, 2010, meeting agenda with addition of a temporary lease for Frank LaLonde & Son, Inc. AKA the Bunker and report from Golf Course Manager Davison. Motion carried.

**#2 MOVED:** by Harvey O'Brien, second by David Kauer, to accept the March 1, 2010, regular meeting minutes with amendment to motion #6 to state "any employee hired November 2008 or later who lost personal time" and accept the March 4, 2010, special meeting minutes as written.  
Motion carried.

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

General Fund	29,462.95
Fire Fund	2,718.52
Ambulance Fund	35,354.47
Property Management Fund	2,067.12
Trail Grooming Fund	635.92
Parks Fund	65.73
Recreation Center Fund	6,265.32
Fairgrounds Fund	111.37
Golf Course Fund	10,656.50
Public Works Fund	89,729.03
Police Fund	10,436.94
Grand Total	\$187,503.87

Ck #36771-36864

Motion carried with one no vote.



Supervisor Palma called the *Budget Public Hearing order at 7:06PM.*

#### **PUBLIC COMMENTS**

- The Board cut the Planning Commission budget by 1/3.
- I understand the Board has increased the Supervisors budget by four thousand dollars to give the Deputy Supervisor a wage increase this year.
- Resident stated there was no SSI increase this year so the employees should not get COLA.
- The township has too many employees. Rudyard Township is only open four days per week and they have a DPW.
- The Board does not need to have full time deputies.
- Resident stated that every department has taken a budget cut not just the Planning Commission.
- Why was the budget for legal counsel increase from \$3,000.00-\$20,000.00?
- The board should allow allocation of specific assets on the books for DPW.

Planning Commission informed the Board that there are two new businesses looking to come into the township. A Zoning Administrator is needed to inspect the quarries.

#### **SUPERVISORS REPORT**

The township will be soliciting bids for assessing and zoning. An ad will be ready by Monday and the deadline will be April 19, 2010.

Recess            8:10PM  
Reconvene      8:25PM

**#4 MOVED:** by Marvin Besteman, second by Julie Munro, to set the capital improvement budget, requested by Planning, at ten thousand dollars (\$10,000.00). Motion carried with two no votes.

**#5 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to adopt the 2010-4 Budget Adjustment Resolution. Roll call vote all members present all members voted yes. Resolution declared carried.

**#6 MOVED:** by Harvey O'Brien, second by David Kauer, to adopt the 2010-2011 Regular Board Meeting dates with change to January 18, 2011 and February 22, 2011 from Tuesday to Monday. Motion carried.

**#7 MOVED:** by Marvin Besteman, second by Ed DeWitt, to retain Lake Michigan CPA Services, PLC. for the 2009-2010 township audit. Motion carried with two no votes.

**#8 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to approve quote from Whiskey River for the repairs of roof in the Motor Pool Building at DPW cost of \$2,753.00. Motion carried.

Trustee Kauer requested approval to abstain from voting on the last three issues of action items.

**#9 MOVED:** by Harvey O'Brien, second by Brenda Case, to *require* Trustee Kauer to vote on the last three items of the agenda. Motion carried with one no vote.

**#10 MOVED:** by Julie Munro, second by Harvey O'Brien, to approve DSP on a temporary month-to-month basis at the original contract rate for Assessing plus two hundred per month for Zoning until a decision is made as to whom the township will hire for Assessing and Zoning. Motion carried.

Jamie Davison Golf Course Manager explained that since the course would be opening early this year he requested approval to allow Frank LaLonde & Son AKA the Bunker Bar & Grill to open day to day at a rate of twenty-five dollars per day until their contract actually begins on May 1, 2010. Jamie will keep track of the days they are open and bill them accordingly.

**#11 MOVED:** by Harvey O'Brien, second by David Kauer, to approve Frank LaLonde & Son a temporary lease at twenty-five dollars for each day he opens until May 1, 2010. Motion carried.

**#12 MOVED:** by Ed DeWitt, second by David Kauer, to allow Jamie Davison to hire Daphne Rapelje, Rachel Carruthers, Brant Brown, Ally Markstrom, Liz Schroeder Pro Shop attendants Ian Bowyer, Jazmine Wilkins, Andy Markstrom, CJ Wilkins, Emily Markstrom Cart Staff and Tom McKee for the Pro Shop/Maintenance staff for 2010 golf season at the same rate of pay as 2009. Motion carried.

**#13 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to require all employees pay one-half of the health insurance premium increase and continue with the current prescription drug plan effective April 1, 2010. Dental and vision coverage may be purchased by the employee at their own cost. Motion carried.

**#14 MOVED:** by Julie Munro, second by Ed DeWitt, to approve *no* employee cost of living allowance this year. Motion carried.

#### **DEPARTMENT MANAGERS**

Board received report from Chief Micolo, Golf Course Manager Davison and Rec Director Frasure. Accountant Hoolsema submitted the township's funds for 2009-10 fiscal years as required by our General Appropriations Act.

#### **COMMITTEE REPORTS**

Board reviewed Committee meeting minutes from the Police Board, Planning Commission, Personnel Committee and Park & Rec Committee.

**CORRESPONDENCE**

DNR- Structures on Campground Sites

Norm Perkins DPW- Personnel Committee Meeting Times

DSP-Richard & Cynthia Oliver

**PUBLIC COMMENTS**

- This is the most disorganized Board I have ever seen.
- The Board made a good decision regarding the employee health insurance.
- What about the payment in lieu of health insurance?
- This Board disappoints me the employees should be paying more for their insurance.

Supervisor Palma closed the Budget Public Hearing at 9:10PM.

**#15 MOVED:** by Marvin Besteman, second by Harvey O'Brien, to adopt the 2010-2011 General Appropriations Act Resolution Number 2010-5. Roll call vote Palma, Besteman, O'Brien and DeWitt yes, Kauer, Case and Munro no. Resolution declared carried.

Meeting adjourned at 9:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 5, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Lawrence Palma, Supervisor  
Ed DeWitt, Trustee

Also, present Sheila Gaines, Dorothy Johnson, Bill Palmer, Alan Moses and Denise Frasure.  
Attendance 15

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

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to appoint Marvin Besteman chairperson in the absence of Supervisor Palma. Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the April 5, 2010 meeting agenda with additions of Community Days, free grant program, Ambulance lease agreement for monitors and defibs. Motion carried.

**#3 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the March 15, 2010 regular meeting minutes as written. Motion carried.

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

General Fund	30,349.80
Fire Fund	3,953.45
Ambulance Fund	29,317.19
Property Management Fund	636.34
Trail Grooming Fund	49.16
Parks Fund	30.44
Recreation Center	6,008.37
Fairgrounds Fund	114.46
Golf Course Fund	5,683.19
Public Works Fund	89,722.52
Police Fund	12,788.89

Grand Total \$178,653.81

Ck# 36866-36934

Motion carried with one no vote.

**PUBLIC COMMENTS**

- Resident asked why Deputy Johnson was not running the meeting in the Supervisors absence.
- Operation Care is sending packages to our deployed troops. Help is needed with packing on April 10, at 9am at the Armory. Contact the American Red Cross for more information.
- Special township board meeting regarding the Renaissance Zone for Mascoma/Frontier Renewable Resources scheduled for April 22, 2010 6:00pm.

**#5 MOVED:** by Harvey O'Brien, second by David Kauer, to adopt the Assessing Job Description as amended. Motion carried.

**#6 MOVED:** by Brenda Case, second by David Kauer, to proceed with building located at 5015 W. M-80 as outlined in the Dangerous Building Ordinance 1.122 and schedule Public Hearing for May 3, 2010. Motion carried.

**#7 MOVED:** by David Kauer, second by Julie Munro, to allow the Sault Area Race Association two additional test and tune dates Wednesday April 21 and April 28, 2010. Motion carried.

**#8 MOVED:** by David Kauer, second by Brenda Case, to waive the Sault Area Race Association's lease payment for June 4, 2010 (Community Days) in honor of Sergeant Christopher Todd Griffin, also to allow township residents to attend race for one dollar each and Military and EMS personnel free of charge. Motion carried.

**#9 MOVED:** by David Kauer, second by Julie Munro, to approve the Police Department's Sault Tribe 2% application request for a new vehicle. Motion carried.

**#10 MOVED:** by David Kauer, second by Julie Munro, to approve write off water bill in the amount of \$11.63, account #08611, account closed in 2007 with affidavit on file. Therefore it cannot be put on the tax roll. Motion carried.

**#11 MOVED:** by Harvey O'Brien, second by Brenda Case, to allow Golf Course Superintendent Bill Palmer to hire Tom Lawler, Josh Povey, Pat Fruik, Al Romeri, Dick Campbell, Jeremy McDonald, Brian Smith, Jason Povey, Adam Ireland, Brian Decker, Jon Norton, and Ken Bradley part-time seasonal maintenance personnel. Motion carried.

**#12 MOVED:** by David Kauer, second by Julie Munro, to enter into a lease agreement with Cycle Conservation for use of fairgrounds as out lined in lease for time period of July 27, 2010 through August 1, 2010. Motion carried.

**#13 MOVED:** by David Kauer, second by Brenda Case, to place two gates at RV East. Motion carried.

**#14 MOVED:** by David Kauer, second by Brenda Case, to allow the EUPHA the use of horse arena and stalls at two dollars per horse on May 2, 2010 for a vet clinic. Motion carried.

**#15 MOVED:** by David Kauer, second by Brenda Case, to request that the Clerk's and Treasurers Department calculate the interest rates of the Department of Public Works Fund. Motion carried.

**#16 MOVED:** by Harvey O'Brien, second by David Kauer, to reduce the DPW Advisory Committee members from seven to five as requested by the Advisory Committee. Motion carried.

Board discussed doing an efficiency study on the Department of Public Works.

The Personnel Committee will meet the second Tuesday of the month at 5:30PM.

**#17 MOVED:** by Harvey O'Brien, second by David Kauer, to approve renewal of four directional signs for the Oaks at Kincheloe at a cost of three hundred sixty dollars each per year. Motion carried.

**#18 MOVED:** by David Kauer, second by Julie Munro, to approve the water & electric at the fairgrounds be turned on by April 15, 2010. Motion carried.

**#19 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to allow the EMS Department to lease with option to purchase for one dollar five monitors/defibrillators. Motion carried.

#### **DEPARTMENT REPORTS**

Accountant Hoolsema submitted information regarding investments with Edward D. Jones. Board reviewed reports Golf Course Manager Davison and Superintendent Palmer.

#### **COMMITTEE REPORTS**

Board received meeting minutes from the Park & Rec Committee, Personnel Committee and DPW Advisory Committee.

Trustee Case discussed a free grant writing class. Golf Course Manager Davison informed the Board that Good Friday April 2, 2010 was an excellent day at the course.

#### **CORRESPONDENCE**

Don Sare-resignation from DPW Advisory Comm.  
Senator Jason Allen- Firefighters 2011 budget  
Community Liaison Meeting- Minutes

Meeting adjourned at 8:30PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 19, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Dorothy Johnson, Mike Hoolsema, Norm Perkins, Richard Oliver, Nick Oliver and Joe Micolo.

Attendance 21

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

**#1 MOVED:** by Brenda Case, second by Julie Munro, to approve the April 19, 2010 meeting agenda with additions of township property purchase, DPW radio purchase, Go Cart lease and Personnel Committee alternate. Motion carried.

**#2 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to accept the April 5, 2010, regular meeting minutes as written. Motion carried.

The finance committee withheld invoice 11050 in the amount of \$943.14 pending additional information.

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

General Fund	16,141.99
Fire Fund	535.10
Ambulance Fund	37,925.51
Property Management Fund	1,732.29
Trail Grooming Fund	34.08
Parks Fund	199.01
Recreation Fund	5,145.41
Fairgrounds Fund	227.07
Golf Course Fund	19,115.00- \$943.14
Public Works Fund	47,691.89
Police Fund	10,470.90

Grand Total \$138,275.11

Ck# 36935-37018

Motion carried.

Bill McLeod from Edward D. Jones went over the townships investments. The township has about 1.9 million dollars in investments at 4.5% earning approximately 80-85,000.00 per year. Discussion held regarding separating the DPW interest from other funds. According to Bill it would be tough to separate the interest without risk.

**PUBLIC COMMENTS**

- Questions asked regarding money that is invested.
- What can be done about people walking in the road and not moving for vehicles?
- There is a home on Fairway Drive with all kinds of garbage in the backyard.
- Resident asked about the junk vehicle ordinance.

Supervisor Palma opened and announced that four bids for assessing services were received. Clerk Besteman summarized the bids. Howard & Christine Ledergerber \$2,200.00 per month, David Kauer \$19,000.00 per year, D.S.P., Inc. \$28,000.00, per year and Nick Oliver \$28,000.00 per year. The Board will receive copies of all bids and schedule a special meeting.

**#4 MOVED:** by Harvey O'Brien, second by David Kauer, to approve the waste collection contract between KCT and Smith Sanitation. Motion carried.

Road Maintenance and Repair Millage Renewal reviewed by the Equalization Department and approved by Attorney Dobias.

**#5 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to approve Language Proposal for Road Maintenance and Repair Millage Request Renewal and place the issue on the August 2010 ballot. Motion carried.

**#6 MOVED:** by Harvey O'Brien, second by David Kauer, to adopt the Zoning Administrator Job Description with amendment to #10 under Knowledge, Skills & Abilities change 60lbs to 30lbs and replace the word overhead with tabletop. Motion carried.

Request from Planning Commission members to table amendment to ordinance 1.110 Regulation and Control of Garbage Rubbish and Litter.

Planning Commission vacancies tabled as well as amendment to ordinance #1.116 AKA Solid Waste Collection and Resolution to amend ordinance.

**#7 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to allow DPW Superintendent Perkins to proceed with rebate application through Edison Sault Electric to review project of variable frequency drives for the large well house motors. Motion carried.

**#8 MOVED:** by David Kauer, second by Ed DeWitt, to approve DPW Superintendent Perkins request to purchase six mobile unit radios at \$406.10 each from El Com Services. Motion carried.



Board reviewed report from Accountant Hoolsema regarding the process to allocate interest on township funds as requested at the April 5, 2010 Board meeting.

**#9 MOVED:** by Marvin Besteman, second by Ed DeWitt, to continue the same process when allocating interest on township funds. Motion carried.

**#10 MOVED:** by David Kauer, second by Julie Munro, to enter into a purchase agreement for the old township hall on Kinross Road with Addam Giddis and Cassie Ellis. Motion carried with two no votes.

Discussion held regarding lease agreement with Millennium Motorsports representative Steve Hillman explained that this would their ninth year with Go Cart racing. It teaches the young folks sportsmanship and helps the area youth.

**#11 MOVED:** by David Kauer, second by Harvey O'Brien, to enter into a lease agreement with Millennium Motorsports for Go Cart racing at the Fairgrounds. Motion carried.

Personnel Committee member Case requested that an alternate be appointed to the committee. Trustee DeWitt stated that there were no personnel problems.

Trustee Kauer informed the Board that the Road Advisory Committee would meet on Monday, April 26, 2010 at 4:00PM.

#### **DEPARTMENT REPORTS**

Board received reports from DPW Superintendent Perkins and Rec Director Frasure.

#### **COMMITTEE REPORTS**

Planning Commission and Police Board meeting minutes received.

#### **PUBLIC COMMENTS**

- The Golf Course needs to clean up the leaves that have accumulated around my fence and in my back yard.
- Who drew up the draft assessing job description and why did it change after the ad was posted in the paper?

#### **CORRESPONDENCE**

MI Committee for Guard and Reserve Services Support  
Charter – choice & value of products and services

Meeting adjourned at 9:10PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Mascoma/Frontier Renewable Resources Renaissance Zone**

**April 22, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Marvin Besteman, Clerk  
Brenda Case, Trustee

Also, present Sheila Gaines and Dorothy Johnson.  
Attendance 14

Supervisor Palma called the special meeting to order at 6:10PM. Trustee Kauer led the Pledge of Allegiance.

Cathy Noel from the County Economic Corporation explained the reason for the meeting is to formalize the township approval that was given in 2004 to establish a renaissance zone in the township. At the time of the approval there was no distinctive property description and there is a copious amount of paperwork involved with this project. If MEDC gives approval of their application the renaissance zone is good beginning January 2011 and runs through December 2025. This means that for the fifteen-year period there will be no personal or real taxes assessed. However, this will not affect the school system the state will pay them directly. If the property is not zoned as a Renewable Energy Renaissance Zone, there is a chance that it may be designated a Forest Product Processing Renaissance Zone. If this determination is made by the state the application will be reviewed by the Michigan Strategic Fund and the Agricultural Department.

Steve Hicks CEO of Frontier Renewable Resources informed the board that the engineering, financing and air permit are in the works and almost complete. They are looking at 2011 for groundbreaking. Steve thanked the board for all their support stating that this is a two to three billion dollar project and will bring jobs and economic growth to the area.

Frontier Renewable Resources owns 355 acres on Gaines Highway where the plant will be built.

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to support Frontier/Mascoma project. Motion carried.

Meeting adjourned at 6:40PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Assessor Interviews**

**April 28, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Julie Munro, Treasurer  
David Kauer, Trustee

Attendance 12

Supervisor Palma called the meeting to order at 5:00PM.

**PUBLIC COMMENT**

- The Personnel Committee should have done the interviews.
- Treasurer should have been able to attend.
- What days will the assessing office be open?
- Can David Kauer apply for the position even though he is a Trustee on the Board?
- Is there money in the budget for assessing?
- DSP has done a good job.
- The Board should offer the position to the lowest bidder.

The Board interviewed D.S.P. Richard & Cynthia Oliver. Howard & Christine Lederberger, Nick Oliver and David Kauer. The Board asked all candidates the same questions.

Meeting adjourned at 6:46PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 17, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Dorothy Johnson, Mike Hoolsema, Norm Perkins, Richard Oliver, Cynthia Oliver, Denise Frasure, Jamie Davison, Franklin Noha, Kerry Fountain, and Judy Wright.  
Attendance 6

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

**#1 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve the May 17, 2010, meeting agenda with additions of township property sales and Planning Commission vacancies. Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the April 28, 2010, special meeting minutes and the May 3, 2010, regular meeting minutes as written. Motion carried.

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

General Fund	15,770.93
Fire Fund	593.37
Ambulance Fund	36,576.53
Property Management Fund	2,246.89
Trail Grooming Fund	98.92
Parks Fund	878.68
Recreation Fund	6,435.75
Fairgrounds Fund	1,288.38
Golf Course Fund	23,274.34
Public Works Fund	66,325.07
Police Fund	9,391.87

Grand Total \$162,880.73

Ck# 37096-37184

Motion carried.

**PUBLIC COMMENTS**

- Questions asked of the Board regarding requirements for Ordinance Enforcement Officer
- Why do we have to spend money advertising for assessors when we already have someone doing the job? Couldn't their contract just be extended?
- Thank you for cleaning up the leaves along the golf course.
- The entrance to the Township Hall shouldn't be blocked off.
- There should be a public hearing, like the Police Department has, before there is a raise in the water/sewer rate.
- All Board members should be involved in Personnel decisions.
- The Civil Infractions Ordinance that was recently passed allows all law enforcement personnel to enforce ordinances. There is no need for an Ordinance Enforcement Officer.
- Residents should be sure that they have correct information about the operations of the Public Works department before presenting it to the public.

**#4 MOVED:** by Brenda Case, second by Julie Munro, to inform all residents of the water/sewer service district that a rate structure increase is being considered before action is taken on the recommendation of the DPW Advisory Committee. Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve the sale of Building 127 according to the revised sales agreement requiring the \$50,000.00 sales price being reduced by credits for improvements for landscaping, business and job creation, etc. over four years to a net of price of \$10,000.00. The agreement includes condition that if improvements are not completed within four years, the property will revert to Township ownership. Motion carried with one no vote.

**#6 MOVED:** by Harvey O'Brien, second by David Kauer, to award the \$215,218.10, contract for the 2010 water main replacement project to Glawe, Inc. Motion carried with one no vote.

**#7 MOVED:** by David Kauer, second by Julie Munro, to allow Recreation Center Administrator, Denise Frasure, to spend up to \$2,500.00 as budgeted for Kid's Fishing Day. Motion carried.

**#8 MOVED:** by Julie Munro, second by Ed DeWitt, to allow the Fair Board and the Fraternal Order of the Orioles to perform repairs to the Dunbar and 4H Buildings. Motion carried.

**#9 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to discontinue the Personnel Committee, having personnel issues resolved by the Township Board. Motion carried with three no votes.

**#10 MOVED:** by David Kauer, second by Harvey O'Brien, to post any remaining Township owned properties for sale on the Township's website and to secure appropriate signage for said properties. Motion carried.

## **DEPARTMENT REPORTS**

Board received reports from Rec Director Frasure.

## **COMMITTEE REPORTS**

Planning Commission and Park & Rec Committee, and DPW Advisory Committee meeting minutes received.

## **PUBLIC COMMENTS**

- Is there going to be a special meeting to resolve the issue of the Assessor's job?
- If I knew that I was only being paid \$200.00 per month for the Zoning Administrator's job I would not have agreed to take it on.
- The Planning Commission Chairman does not communicate with the Supervisor's office.
- The Planning Commission needs direction so that it can focus on moving the Township forward.
- There is not enough time to do the big picture items because we are so busy dealing with minutia.
- We have spent a lot of money training people on the Planning Commission. Why don't you listen to them?
- The Township Board is the final authority on how laws are instituted.
- There is only one other water/sewer system in the state of Michigan that has rates as low as Kinross Township.
- The RAB meeting will be tomorrow at 7:00 PM. We expect to have a final report of actions necessary to accomplish clean-up of Brownfield sites.
- There is a Planning & Zoning Essentials workshop being held in Sault Ste. Marie on June 17<sup>th</sup>. It is rare that we have the opportunity to attend this kind of training locally.
- The Memorial Day parade will begin lining up at the Rec Center at 10:30 AM on May 29<sup>th</sup>.
- If Kinross District Police are going to be enforcing ordinances outside the special assessment district, then the rest of the Township's residents should be paying the special assessment too.

## **CORRESPONDENCE**

Fundamental Baptist Church Invitation  
DNR 2011 Wellhead Protection Grant Program Application

Meeting adjourned at 9:00PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Hiring of an Assessor**

**May 24, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Dorothy Johnson, David Kauer, Richard and Cindy Oliver.  
Attendance 7

Meeting called to order at 7:00PM.

**MOVED:** by Ed DeWitt, second by Harvey O'Brien, to accept nineteen thousand dollar per year bid from David Kauer for duties of Assessor. Roll call vote DeWitt yes, Palma yes and O'Brien yes. Munro no, Besteman no and Case no. Motion defeated.

Meeting adjourned at 7:40PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 7, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Dorothy Johnson, Bill Palmer, Joe Micolo, DSP and DPW Advisory members.

Attendance 24

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

**#1 MOVED:** by David Kauer, second by Brenda Case, to approve the June 7, 2010 meeting agenda with addition of presentation from the DPW Advisory Committee.  
**MOVED:** by Julie Munro, second by David Kauer to add the Michigan Association of Planning membership to the agenda. Motion carried with amendment main motion carried as amended.

**#2 MOVED:** by Brenda Case, second by Julie Munro, to add planning commission appointments to agenda. Motion defeated.

**#3 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the May 17, 2010, regular meeting minutes and the May 24, 2010, special meeting minutes as written. Motion carried with one no vote.

Finance Committee questioned payment for flowers in the amount of \$356.66 and requested that the payment for a new Police vehicle be held until the purchase was approved by the Board.

**#4 MOVED:** by Julie Munro, second by Harvey O'Brien, to approve payment of the following bills less \$10,250.00 for police vehicle.

General Fund	25,861.79
Fire Fund	2,923.98
Ambulance Fund	50,094.62
Property Management Fund	9,143.31
Trail Grooming Fund	323.34
Parks Fund	1,139.79
Recreation Center Fund	7,511.42
Fairgrounds Fund	3,164.21
Golf Course Fund	32,076.16
Public Works Fund	106,287.73
Police Fund	28,404.16-10,250.00

Grand Total \$256,680.51

Ck# 37185-37300 Motion carried.



**PUBLIC COMMENTS**

- What was the \$67,023.12 spent on in the DPW Fund?
- Resident stated that she had put her garbage cans about three feet from the curb to prevent the cans from being knocked over and Smith Sanitation red tagged the cans. They then put her recycling container at the neighbor's home.
- Mike Patrick introduced himself as candidate for the 107<sup>th</sup> district in place of Gary McDowell.
- Complaints received regarding junk vehicles.

**SUPERVISORS REPORT**

Supervisor commented on the excellent turn out for "Kids Fishing Day"

**#5 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve the Police Departments purchase of a 2007 Dodge Charger with 47,000 miles in the amount of ten thousand two hundred fifty dollars and include with bills paid. Motion carried.

**#6 MOVED:** by David Kauer, second by Julie Munro, to approve the EUPHA lease agreement as written. Motion carried.

**#7 MOVED:** by Marvin Besteman, second by Julie Munro, to allow Trustee Kauer to abstain on voting regarding Assessor of Record. Motion carried with two no votes.

**#8 MOVED:** by Brenda Case, second by Marvin Besteman, to hire DSP for Assessing position. Three yes three no votes Motion defeated.

**#9 MOVED:** by David Kauer, second by Julie Munro, to honor the original Zoning contract amount with DSP and reimburse back pay for zoning duties. Motion carried.

**#10 MOVED:** by Marvin Besteman, second by David Kauer, to hire Timothy Stallman forty hours part time seasonal employee for the Golf Course. Motion carried.

Golf Course Superintendent Palmer discussed the future need of a new fairway unit for the golf course.

**#11 MOVED:** by David Kauer, second by Brenda Case, to approve DPW employee Frank Naccarato from acting maintenance to maintenance foreman and increase pay from \$16.07 to \$17.57 effective immediately. Motion carried.

**#12 MOVED:** by Julie Munro, second by Marvin Besteman, to approve the write off of delinquent personal property tax and hire an attorney to proceed with legal action. Motion carried.

**#13 MOVED:** by Julie Munro, second by David Kauer, to approve hiring Johnathan Matodobra, Nicholas Smart and Chad Schmidt part time EMT's for the Ambulance Department. Motion carried.

**#14 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve amendment of purchase agreement for building 127 to Thomas and Melissa McClendon. First payment of three thousand three hundred thirty three dollars and thirty cents due at signing, second payment due May 31, 2011 and third payment May 31, 2012. Motion carried.

Treasurer Munro discussed motion #12 made on May 3, 2010, to approve a six minute prior to and a six minute clock out for punching in prior to scheduled work time and the same for punching out after the scheduled work day to avoid any possible overtime pay stating that the intention of the motion was for disciplinary purposes.

DJ Malloy representing the DPW Advisory Committee stated that if the Township Board wanted them to have a public meeting and a responsible presentation they will need information on the department's true investments and earnings in order to justify why a water and sewer increase may be needed.

#### **DEPARTMENT MANAGERS**

The Board received reports from Bill Palmer Golf Course Superintendent.

#### **COMMITTEE REPORTS**

Board reviewed meeting minutes from the Police Board and Personnel Committee.

#### **PUBLIC COMMENT**

- What is going on with the motel is it sold or not?
- Trustee Case stated that there is a Planning & Zoning webinar June 29, 2010.
- Resident stated that there is a conflict of interest with David Kauer being appointed assessor. There is too much politics and not enough common sense.

#### **CORRESPONDENCE**

Fair Board

Police Department 2% Request Denied

Lisa Cornwell- Trash Concerns

Neil Jorgensen- Plywood Plant Water Bill

Luanne Kooiman Kauer- Employee or Contractor

David Kauer -Overtime Concerns

Meeting adjourned at 9:25PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Assessor's Advertisement & Personnel Policy Handbook Review**

**June 11, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Dorothy Johnson and Richard Oliver.

Attendance 7

Meeting called to order at 5:17PM by Supervisor Palma. Trustee Kauer led the Pledge of Allegiance.

Board discussed rather the Assessor was contracted or an employee, IRS withholdings, wording of prior and the length of time to post an additional ad.

**MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the following ad for assessor's position Kinross Charter Township is currently accepting applications for the following: Township Assessor. This is a part time employee position with the township. Successful candidate will be available at the Kinross Township Hall a minimum of eight (8) hours a week, and available for appointments outside of scheduled office hours. Kinross Charter Township Current Parcel count is 1587 Parcels – Real Property, 128 Parcels – Personal Property, 410 Tribal/PILT Properties, 9DNR/PILT Properties, 21- Commercial Forest Properties and 412 – Reference/Exempt Properties. Complete job description and application is available upon request or can be picked up at Kinross Charter Township, 4884 W. Curtis St., Kincheloe, Mi 49788 during regular office hours. Please submit an application, resume and salary expectations to Kinross Charter Township Supervisor, Lawrence J. Palma, at 4884 W. Curtis St., Kincheloe, MI 49788 by July 6, 2010, 5:00PM. Township has the right to accept or reject any and all applications.

Roll call vote Kauer yes, DeWitt yes, O'Brien no, Besteman no, Palma no, Munro no and Case no. *Motion defeated.*

Board received copy of the personnel policy manual for review.

**MOVED:** by Brenda Case, second by Larry Palma, to retain D.S.P. Inc as Township Assessor and hire Richard Oliver as Assessor of Record at the current rate of pay until March 31, 2011.  
Roll call vote all members present votes yes. Motion declared carried.

Meeting adjourned at 6:16PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 21, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Mike Hoolsema, Norm Perkins, Denise Frasure, Jamie Davison, Judy Wright, Franklin Noha and Joe Micolo.

Attendance 15

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

**#1 MOVED:** by Harvey O'Brien, second by David Kauer, to approve the June 21, 2010 meeting agenda with request from Treasurer Munro to have the e-mail she submitted regarding the employee time clocks moved from Correspondence to Action and Discussion items. Motion carried.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the June 7, 2010 regular meeting minutes and the June 11, 2010 special meeting minutes as written. Motion carried.

The finance committee reviewed the bills and withheld payment in the amount of \$73.49. Delinquent water bill left by Barista Bay.

**#3 MOVED:** by Julie Munro, second by Ed DeWitt, to pay the following bills less \$73.49.

General Fund	19,881.28
Fire Fund	207.18
Ambulance Fund	32,864.91
Property Management Fund	2,104.45 – 73.49
Trail Grooming Fund	34.08
Parks Fund	765.59
Recreation Center Fund	6,795.44
Fairgrounds Fund	472.30
Golf Course Fund	38,115.23
Public Works Fund	46,628.16
Police Fund	10,585.00

Grand Total \$158,380.23

Ck# 37301-37307 & 37309-37367

Motion carried.

## **PUBLIC COMMENTS**

- Planning member Gerda Frimberger stated that the class she attended was very helpful to her position on the Commission. Two members that the township paid for did not attend.
- Questions asked regarding reducing the Planning Commission from a seven member board to a five member board.
- Resident stated that the golf course should be doing long term planning for any equipment they need.

## **SUPERVISORS REPORT**

Supervisor Palma stated that Maintenance Foreman Naccarato and the DOC Work Crew completed needed repairs on the township building.

Board discussed the Volunteer Energy Services for natural gas and requested additional information from accounting as to how much of a savings the Rec Center received on heating cost.

**#4 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the Chippewa County Road Commission Agreement for improvement of 1.0 miles on Ploegstra Road providing Rudyard Township agrees to pay their portion of repairs Ploegstra Road. Cost not to exceed \$39,025.00. Motion carried.

Board discussed the needed repairs on storm drains in the Special Assessment District.

Supervisor Palma discussed the new Planning Commission Ordinance and further detailed the reasoning for reducing the Commission from a seven member to five member board.

**#5 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to reduce members of the Planning Commission from seven to five members. Motion carried with three no votes.

Discussion held regarding the purchase of a marquee sign for the township. No action taken due to the cost at this time.

**#6 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to adopt Budget Adjustment Resolution 2010-8 as presented. Roll call vote all members present voted yes. RESOLUTION declared carried.

Trustee DeWitt questioned why Trustee Case is paid for attending Planning Commission meetings as the township representative.

**#7 MOVED:** by Harvey O'Brien, second by David Kauer, to approve proposal from Wade Trim for construction phase engineering on water main replacement for Forest Lodge Road, Cypress Lane and Country Club Drive cost not to exceed thirty-one thousand dollars (31,000.00) Motion carried with one no vote.

**#8 MOVED:** by Marvin Besteman, second by David Kauer, to approve amendments to the township pension plan and deferred comp plan as outlined in letter from Burnham & Flower to keep the plans tax qualified. Motion carried.

**#9 MOVED:** by David Kauer, second by Brenda Case, to approve the purchase a satellite dish for RV East contract not to exceed forty dollars (\$40.00) per month on a six-month agreement. Motion carried.

**#10 MOVED:** by David Kauer, second by Julie Munro, to allow Rec Director Frasure to purchase ten fire rings for RV East. Motion carried.

**#11 MOVED:** by Ed DeWitt, second by David Kauer, to co-sponsor with the Orioles Club in the amount of one thousand dollars (\$1,000.00) for the 4<sup>th</sup> of July fireworks. Motion carried.

Treasurer Munro requested clarification regarding the six-minute rule she felt was implemented incorrectly on her deputy's time card. This question resulted in a lengthy discussion.

**#12 MOVED:** by Harvey O'Brien, second by Brenda Case, to sell the employee time clock system due to software issues. Motion carried with one no vote.

#### **DEPARTMENT MANAGERS**

Accountant Hoolsema submitted information regarding investments made on behalf of the township advisor Bill McLeod from Edward Jones. Golf Course Manager Davison's report received for review.

#### **COMMITTEE REPORTS**

Park & Rec Advisory Committee meeting received.

#### **PUBLIC COMMENTS**

Resident thanked the Board and DPW for the excellent water.

#### **CORRESPONDENCE**

Neil Jorgensen- Plywood Plant Water Bill

DNRE- Free Financial Assessment of Water System

Kaitlyn Godfrey & Crystyn Cornwell Turner Howson Elementary School- Thank you letter

EUP Regional Planning & Development Commission

Treasurer Munro-Time Clock Policy

Meeting adjourned at 8:30PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 6, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Alan Moses, Rick LaDuke and Bill Palmer.  
Attendance 12

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

**#1 MOVED:** by Brenda Case, second by David Kauer, to accept the July 6, 2010 meeting agenda as written. Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the June 21, 2010 meeting minutes with correction to Public Comment by adding to Gerda Frimberger's statement that there were *two Planning Members that did not attend training paid for by the township*, 2- *to state that the Planning Ordinance was only discussed and not introduced and change motion #5 to state that there three no votes.* Motion carried.

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

General Fund	18,321.59
Fire Fund	2,420.06
Ambulance Fund	28,329.30
Property Management Fund	916.90
Road Maintenance & Repair Fund	11.37
Trail Grooming Fund	19.17
Parks Fund	888.23
Recreation Center Fund	2,931.66
Fairgrounds Fund	2,879.14
Golf Course Fund	24,191.04
Public Works Fund	48,430.68
Police Fund	7,545.12

Grand Total \$136,884.26

Ck# 37368-37452

Motion carried with one no vote.



**PUBLIC COMMENT**

- Resident Charles Maclean stated that the west side of north Windermere Drive needed mowing. He complained about barking dogs and multiple families dwelling where there seemed to be an enormous amount of vehicles coming and going at all hours of the day and night. Mr. Maclean also had read a letter he received from President Obama thanking him, Charlie, for his prayers.
- Resident expressed concerns regarding the building on M-80 that is in violation of the Dangerous Building Ordinance.
- Country Club Drive on the Corner of Blueberry Road looks terrible.

**SUPERVISORS REPORT**

The Orioles Club did an excellent job with the fireworks this year. We had a great turnout.

Discussion held regarding Volunteer Energy Services on natural gas suppliers. The Recreation Center saved \$537.49 during the last winter. Board members stated that companies should be looked into.

**#4 MOVED:** by Harvey O'Brien, second by David Kauer, to approve Volunteer Energy Services, Inc. to provide natural gas services to all township departments. Motion carried with two no votes.

Board tabled the adoption of the new Planning Ordinance because it was only introduced at the last meeting, not read aloud, and due to the fact that it still states "draft" on it.

**#5 MOVED:** by David Kauer, second by Julie Munro, to adopt Budget Adjustment Resolution 2010-9. Roll call vote all members present voted yes. RESOLUTION declared carried.

Discussion held regarding trees that need to be taken down at the Cemetery. Cost is not in the budget. Trustee O'Brien spoke with the Cemetery Committee and member Jim Moore will schedule a meeting and make recommendation to the Board.

**#6 MOVED:** by Julie Munro, second by Harvey O'Brien, to approve the hiring of two full time transfer paramedics and adopt the Job Description with change from salary to hourly employee. Motion carried.

**#7 MOVED:** by David Kauer, second by Brenda Case, to approve posting in house for two full time transfer paramedics and then post in the paper. Motion carried.

The Sludge Transfer Pump Replacement Amendment No. 1 from Wade Trim has been rescinded due to an error on their part.

**#8 MOVED:** by Ed DeWitt, second by Brenda Case, to reimburse Amy Charles one hundred dollars for the cemetery lot that was purchased by her mother Kathryn Charles, who is now deceased. Motion carried with one no vote.

**#9 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to approve pay increase for Josh Povey from \$7.46 an hour to \$8.00 per hour and Jon Norton from \$7.40 per hour to \$8.00 per hour. Motion carried.

### **COMMITTEE REPORTS**

Meeting minutes received from the Police Board and Planning Commission.

### **PUBLIC COMMENTS**

- Which Board member will collect the information and do research on natural gas savings for next year?
- Resident asked why the Department of Public Works could not cut down the trees at the cemetery.
- Treasurer Munro asked who authorized the removal of the employee time clocks.
- Trustee Case asked who would track the employee's time keeping.
- Deputy Gaines stated that she was offended that the Board did not trust the employees or the Department Managers that supervised them to keep track of work time without the use of a time clock system.
- Trustee Kauer complimented the changes on the township web site.

### **CORRESPONDENCE**

Burnham & Flower- Patient Protection & Affordable Care Act  
DNRE- Frontier Renewable Resources, LLC permit application  
Fair Board May Meeting Minutes

Meeting adjourned at 8:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 19, 2010**

**4884 W. Cutis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Mike Hoolsema, Dorothy Johnson, Alan Moses, Bill Palmer, Dee Frasure, Richard Oliver, Norm Perkins and Judy Wright.  
Attendance 21

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

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the July 19, 2010 meeting agenda as presented. Motion carried.

**#2 MOVED:** by Harvey O'Brien, second by David Kauer, to accept the July 6, 2010 meeting minutes as written. Motion carried.

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

General Fund	14,455.75
Fire Fund	115.96
Ambulance Fund	34,338.82
Property Management Fund	1,690.22
Trail Grooming Fund	19.97
Parks Fund	1,159.26
Recreation Center Fund	4,671.70
Fairgrounds Fund	1,138.89
Golf Course Fund	32,315.84
Public Works Fund	64,236.71
Police Fund	9,749.16

Grand Total \$163,892.28

Ck# 37453-37525

Motion carried.

### **PUBLIC COMMENTS**

- Wild Winds Ranch & Gardens owned by David Gaines presented the Board with vegetables from his garden.
- Resident asked what the status is on the hotel.
- Clyde's Drive In will hold a "Burger Challenge" July 22, 2010. Proceeds will go to the Michigan Corrections Officers Crisis Fund and the EUP Food Bank. Please come out and support this worthy cause.
- DPW Advisory is requesting a rate increase.
- Judy Wright Planning Commission clerical support asked that the Board make a decision on the Planning Ordinance so the Commission can move forward.
- Gerda Frimberger Planning Commission member expressed concerns regarding the organization of the Commission.
- Orioles Club member thanked the Board for their support of the 4<sup>th</sup> of July events.

### **SUPERVISORS REPORT**

- Supervisor Palma informed the Board that the owner of the hospital is looking to expand.
- Deputy Supervisor Dorothy Johnson introduced the new Planning Commission Ordinance stating that a copy is on the township web site and hard copies are available at the township office. The purpose of this ordinance is to confirm the establishment under the Michigan Planning Enabling Act.

**#4 MOVED:** by Marvin Besteman, second by David Kauer, to approve step increase of sixty cent per hour for golf course maintenance employee Jeremy McDonald who has accumulated 3088 hours of employment. Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by David Kauer, to approve transfer resolution request of ownership of a 2010 class C licensed business located at 6598 W. M-80 from Frank La Londe & Son, Inc. to La Londe Enterprises, LLC. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#6 MOVED:** by Ed DeWitt, second by David Kauer, to approve hiring DownUnder Municipal Services to complete televising and cleaning of sewer mains cost not to exceed \$40,500.00. Motion carried.

Discussion held regarding procedures of site plans, signs, building permits, documentation and payment methods.

**#7 MOVED:** by Julie Munro, second by Harvey O'Brien, to re-activate the current 501 3c at the Recreation Center cost not to exceed \$500.00. Motion carried.

**#8 MOVED:** by David Kauer, second by Harvey O'Brien, to increase winter storage rates by ten cent per linear foot for locked and unlocked storage. Motion carried with one no vote.

**#9 MOVED:** by David Kauer, second by Marvin Besteman, to approve advertising RV East and RV West campgrounds in Woodalls Directory cost not to exceed one thousand seventy dollars and forty cents. Motion carried.

Property located at 9955 W. Thompson Road, according to correspondence received from Anthony Bosley Building Official is in violation of the Dangerous Building Act Ordinance. Mr. Bosley has written to the owner giving him 30 days to remedy the problem. The owner has responded back stating that he is looking into the problem and will determine if repairs should be made or if the building needs to be torn down.

**#10 MOVED:** by Ed DeWitt, second by Marvin Besteman, to extend David Petkus owner of 9955 W. Thompson Road thirty days to determine what he intends on doing with the building. Motion carried.

The Orioles Club expressed interest in using the Dunbar Building at the Fairgrounds and possibly the township hall for weekly Bingo.

**#11 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to proceed negotiations with the Orioles Club for use of Dunbar Building and Township Hall for weekly Bingo. Motion carried.

**#12 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve Physicians Billing to transfer ambulance billing data to new software system cost not to exceed one thousand five hundred dollars. Motion carried.

#### **DEPARTMENT REPORTS**

Reports received from Rec Director Frasure and DPW Superintendent Perkins.

#### **COMMITTEE REPORTS**

Planning Commission and Park & Rec Advisory Committee meeting minutes reviewed.

#### **PUBLIC COMMENTS**

- Resident asked when the audit report would be complete.
- Deputy Supervisor Johnson informed the Board that township Department Managers are doing an excellent job in keeping work related injuries to a minimum. Insurance agent Gandolfi will present report at the first meeting in August.

#### **CORRESPONDENCE**

Chippewa County Credit Union

Charles Anderson RAB Advisory Resignation

Dick & Bev Campbell- Appreciation of 4<sup>th</sup> of July Event

Meeting adjourned at 8:10PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**August 2, 2010**

**4884 W. Cutis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

David Kauer, Trustee

Also, present Bob and Adam Gandolfi, Sheila Gaines, Dorothy Johnson, Alan Moses, Jamie Davison, Norm Perkins, Joe Micolo, members of the Police Board and Planning Commission.  
Attendance 21

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

**#1 MOVED:** by Brenda Case, second by Julie Munro, to approve the August 2, 2010 meeting agenda. **MOVED:** by Brenda Case, second by Ed DeWitt, to add additional letters from Soo Co-Op Credit Union and Central Savings Bank regarding collection of water bills and payment to Ron Munro for Planning meetings. Main motion carried as amended.

**#2 MOVED:** by Julie Munro, second by Harvey O'Brien, to accept the July 19, 2010, meeting minutes as written. Motion carried.

The finance committee reviewed the bills and requested that \$150.00 be approved for payment to Ron Munro for Planning Commission meetings. Withhold invoice 900976-10 for sixty dollars to the Michigan Planning Association.

**#3 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to withhold invoice 900976-10 in the amount of \$60.00 and approve Ron Munro's payment for Planning Commission meetings in the amount of \$150.00. Motion carried.

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

General Fund	15,425.62
Fire Fund	2,100.63
Ambulance Fund	28,195.32
Property Management Fund	823.96
Trail Grooming Fund	189.26
Parks Fund	2,858.97
Recreation Center Fund	3,664.63
Fairgrounds Fund	1,620.30
Golf Course Fund	18,034.99

Public Works Fund	106,401.19
Police Fund	7,556.63
Grand Total	\$186,961.50
Ck# 37526-37584	
Motion carried.	

Bob and Adam Gandolfi from Municipal Underwriters updated the Board on the townships work comp, property and casualty insurance. Workers Compensation claims are processed timely. Premiums were \$105,000.00 in 2008 down to \$67,000.00 in 2010 showing that the Department Managers are doing an excellent job, keeping employees safe. Property and casualty claims are down slightly.

#### **PUBLIC COMMENTS**

- Resident stated that the Board should not adopt ordinance #1.134.
- Homeowner discussed conflict he is having with the local Police Department.
- Resident expressed concerns regarding pollution from the proposed ethanol plant. He also stated that the area is becoming very dangerous and that he is going to be moving.
- Local resident stated that he has lived in this area for many years and feels it is a great place to live.

#### **SUPERVISORS REPORT**

Supervisor Palma reminded everyone that F.O.C.A.S. would be here Thursday & Friday.

**#5 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to adopt ordinance 1.134 with amendment to section 17. Roll call vote Case, Palma, O'Brien, Besteman and Dewitt yes Munro no. Motion carried.

**#6 MOVED:** by Marvin Besteman, second by Brenda Case, to proceed negotiating with local banks to collect payments for the Department of Public Works.

**MOVED:** by Ed DeWitt, second by Harvey O'Brien, to table until the next meeting any decision on local banks & credit unions collecting water payments until individuals involved have an opportunity to discuss procedures. Motion carried with two no votes.

**#7 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the EMS Director to purchase two new beds from Weir Furniture Center cost not to exceed one thousand four hundred ninety three dollars and ninety-eight cents. Motion carried.

**#8 MOVED:** Harvey O'Brien, second by Brenda Case, to approve writing off ambulance account E000116592KI, E000116132KI, E000125100KI and E000113729KI in the amount of three thousand nine hundred thirty seven dollars and fifty eight cent (\$3,937.58) Motion carried.

- #9 MOVED:** by Harvey O'Brien, second by Brenda Case, to adopt Resolution 2010-1 Approval of Estimated Costs and Expenses for Annual, Operation and Maintenance of Police Protection of Special Assessment Roll. Roll call vote all members present voted yes. RESOLUTION declared carried.
- #10 MOVED:** by Marvin Besteman, second by Julie Munro, to adopt Resolution 2010-2 Filing of Special Assessment Roll; Notice of Public Hearing. Roll call vote all members present voted yes. RESOLUTION declared carried.
- #11 MOVED:** by Ed DeWitt, second by Marvin Besteman, to approve hiring Patricia Savitskie part-time seasonal Pro Shop clerk for the Oaks at Kincheloe. Motion carried.
- #12 MOVED:** by Harvey O'Brien, second by Brenda Case, to establish a six month Moratorium on any new Medical Marijuana sites within the township. Motion carried.
- #13 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to approve Carl Reich Electric contract change order for payment of sales tax on the Sludge Transfer Pump replacement materials cost of \$1,377.96. Motion carried.
- #14 MOVED:** by Brenda Case, second by Harvey O'Brien, to approve Glawe Inc. contract change order for payment of sales tax on the Water Main Project materials cost of \$8,588.27. Motion carried.
- #15 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve Supervisor Palma to sign Engineers Certificate for payment of \$53,047.26 for work completed on the Water Main Project. Motion carried.
- #16 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve Cloverland Electric Cooperative to install four new utility poles along Water Tower Drive cost not to exceed \$10,000.00 money disbursed from the Metro Act Fund. Motion carried.
- #17 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the DPW Advisory term limits one-year term Rick Bernhardt, two-year term Luanne Kooiman, Dan Mitchell, three year terms David Gaines and DJ Malloy. Motion carried.
- #18 MOVED:** by Marvin Besteman, second by Harvey O'Brien, to hold a public hearing August 12, 2010 at 7:00pm regarding the water & sewer rates. Motion carried.
- #19 MOVED:** by Brenda Case, second by Harvey O'Brien, to approve paying Ron Munro for three Planning Commission meetings. Motion carried.



Board received monthly reports from the Planning Commission, Police Board and DPW Advisory Committee.

**PUBLIC COMMENTS**

Resident asked if the Fair Board signed a contract yet.

**CORRESPONDENCE**

EUP Regional Planning Comm- Support Frontier Renewable Resources

DNRE – Support of Frontier Renewable Resources

Zoning Violations- Parcels 550-012-50, 028-006-80 & 550-012-00 Maint of Prop

Fair Board Meeting Minutes

Meeting adjourned at 9:15PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Proposed Water & Sewer Rate Increase**

**August 12, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also present Norm Perkins, Cathy Chappa, Dorothy Johnson, DPW Advisory members DJ Malloy and Rick Bernhardt.

Attendance 5

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

Rick Bernhardt and DJ Malloy explained the proposed rate increase. With the closure of one prison revenue will decrease about \$95,000.00. The proposal is to increase the minimum base rate per month for up to 6000 gallons and an addition one-dollar increase for every 1000 gallons metered over the 6000-gallon base rate. Discussion held regarding current and future operations of the plant, capital improvement fund and the decrease in employees.

**PUBLIC COMMENTS**

Resident stated that he was on a fixed income and could not afford the one dollar per month increase.

Meeting adjourned at 7:55PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**September 7, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Alan Moses, Jamie Davison and Joe Micolo.  
Attendance 9

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

**#1 MOVED:** by David Kauer, second by Ed DeWitt, to approve the September 7, 2010, meeting agenda as presented. Motion carried.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the August 12, 2010 special meeting minutes and the August 16, 2010 regular meeting minutes as written. Motion carried.

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

General Fund	16,177.80
Fire Fund	3,397.71
Ambulance Fund	29,125.97
Property Management Fund	2,069.92
Trail Grooming Fund	19.17
Parks Fund	4,259.90
Recreation Center Fund	6,247.31
Fairgrounds Fund	6,148.58
Golf Course Fund	20,982.76
Public Works Fund	110,567.75
Police Fund	7,533.52

Grand Total \$206,530.39

Ck# 37655-37756

Motion carried.

**PUBLIC COMMENTS**

- How were the residents notified about the Special Assessment Public Hearing?
- When will the audit be completed?

Discussion held regarding the April 2010 attorney bill. Supervisor reminded the Board that all calls to an attorney must go through his office.

**#4 MOVED:** by Julie Munro, second by Brenda Case, to approve Michigan Association of Planning membership for all Planning Commission members. Motion carried with one no vote.

**#5 MOVED:** by Harvey O'Brien, second by David Kauer, to approve authorize signing of the Michigan Department of State and Kinross Charter Township Grant Agreement for Help America Vote Financial Assistance for an automatic door opener at the township hall. Motion carried.

**#6 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the Department of Public Works use spend one week (40 hours) cleaning storm drains using the vactor truck and two maintenance personnel cost of one hundred and forty dollars per hour (\$140.00). Motion carried with one no vote.

**#7 MOVED:** by Ed DeWitt, second by Marvin Besteman, to allow Golf Course Superintendent Palmer to purchase snow mold prevention fungicide from Turfgrass Inc. cost of fourteen thousand eight hundred and fifty dollars (\$14,850.00) Motion carried.

**#8 MOVED:** by Brenda Case, second by Harvey O'Brien, to approve hiring Brian Myers part-time paramedic for the EMS Department. Motion carried.

**#9 MOVED:** by Harvey O'Brien, second by Julie Munro, to reclassify Pashan Forstner and Lisa Hobbs from part-time to full-time Transfer Paramedics at their current wage. Motion carried.

The Road Advisory Committee requested that the Supervisors office send a letter to the County Road Commission asking that they seal the cracked street in the Kincheloe area.

**#10 MOVED:** by David Kauer, second by Harvey O'Brien, to reimburse from the Road Maintenance & Repair Fund the department that paid for paving Griffin Drive. Motion carried.

**COMMITTEE REPORTS**

The Board received meeting minutes from the Road Advisory Committee and the Police Board.

**DEPARTMENT REPORTS**

Chief Micolo and Golf Course Superintendent Palmer submitted reports for Board review.

**PUBLIC COMMENTS**

- Have the fall 2% requests been submitted?
- Where are the Department Managers they should be at all the meetings.
- What is going on with the motel and where is the sign?
- I see the marihuana sign is gone on M-80.
- Why hasn't the street sweeper been out?

**CORRESPONDENCE**

Compliment regarding the Townships water.  
Chippewa County Fair Board meeting minutes.

Meeting adjourned at 8:30PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

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

**September 8, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Ed DeWitt, Trustee  
David Kauer, Trustee

Also, present Sheila Gaines, Chief Micolo, Brenda Curtis, Kent Wallace, Jeff Kietzman and members of the Police Board.

Attendance 17

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

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

- The taxable value is down.
- Is there an officer on duty during the holidays?
- Would the tribal officer cover during vacations and sick leave?
- Could the department be hired outside the district for special events?
- Are there any other ways to raise revenue?
- There is a lot of speeding and fighting going on when the officers are not on duty.
- People are upset when they call the department and no one is in the office. What are Brenda's hours?

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

Public Hearing adjourned at 9:00PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**September 20, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

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

Attendance 20

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

**#1 MOVED:** by David Kauer, second by Harvey O'Brien to approve the September 20, 2010 meeting agenda with addition of water & sewer rate. Motion to approve agenda carried Motion to add addition of water & sewer rates defeated.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the September 7, 2010, regular meeting minutes and the September 8, 2010, Special Assessment Public Hearing meeting minutes. Motion carried.

**#3 MOVED:** by Julie Munro, second by Ed DeWitt, to pay the following ~~minutes~~ **Bills**

General Fund	15,133.49
Fire Fund	509.11
Ambulance Fund	36,468.65
Property Management Fund	486.62
Trail Grooming Fund	191.24
Parks Fund	344.20
Recreation Center Fund	4,767.12
Fairgrounds Fund	1,568.89
Golf Course Fund	25,943.68
Public Works Fund	123,689.98
Police Fund	11,155.26

Grand Total \$220,258.24

Ck# 37757-37828

Motion carried.

Sarah Kanitz, Certified Public Accountant from Lake Michigan CPA Services, PLC presented the financial statements for fiscal year ending 2010. The financial statements received the highest rating for a governmental entity. According to the audit, the township stayed within budget. The accounting department maintains records in excellent condition with details in the record keeping process which is a definite asset to the Township. Over all the Township is in stable condition. Several questions received and answered during the presentation. Complete copies of the audit are available at the Township Office.

#### **PUBLIC COMMENTS**

- How much has DPW assets decreased?
- Is the Township operating within the budget?

Recess 8:00PM

Reconvene 8:15PM

- Wild Winds Ranch & Gardens owner David Gaines handed out crabapple jelly he had made.
- Resident requested that the water & sewer rates return to the previous rate. The water rate increase to the prisons is huge.
- Resident stated that there is a major problem with parking during fair time. Our senior citizens should get some kind of discount.
- Planning member asked what was going on with the Thompson Road property.
- Resident asked about lighting on Country Club Drive.

**#4 MOVED:** by Ed DeWitt, second by David Kauer, to adopt Resolution 2010-3 Confirmation of Special Assessment Roll: Lien; Payment and Collection of Special Assessment. Roll call vote all members present voted yes. RESOLUTION declared carried.

EMS Director submitted three quotes for an apron on the front of the building Whiskey River- four thousand two hundred fifty dollars, Wallis Masonry- three thousand eight hundred dollars and Mike Darling Jr. Masonry three thousand six hundred dollars. EMS Director Moses requested that the Board hire the low bidder.

**#5 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve Mike Darling Jr. Masonry to put an apron on the front of the ambulance barn cost of three thousand six hundred dollars. Motion carried.

**#6 MOVED:** by Julie Munro, second by Ed DeWitt, to write off ambulance bills account #E000125255KI in the amount of \$136.13 (patient deceased) and account #E00123825KI in the amount of \$981.00 (due to bankruptcy). Motion carried.

**#7 MOVED:** by David Kauer, second by Harvey O'Brien, to approve that the delinquent water accounts be placed as lien on the tax roll. Motion carried.



Discussion held regarding request for replacement fencing at the golf course. Due to budget constraints the Board denied the request at this time.

**#8 MOVED:** by Brenda Case, second by Julie Munro, to rescind variance on 15037 S. Kinross Road as requested by the Planning Commission. Motion carried.

**#9 MOVED:** by David Kauer, second by Marvin Besteman, to hire Ashley Jones temporary part-time Rec Center Program Assistant for six weeks. Motion carried.

**#10 MOVED:** by David Kauer, second by Ed DeWitt, to provide two campsites at RV East for those traveling from Knoxville, Tennessee for the Orioles/Kinross Charter Township sponsored coat give away October 2, 2010. Motion carried.

**#11 MOVED:** by David Kauer, second by Harvey O'Brien, to purchase tables and chairs for the Recreation Center cost up to two thousand five hundred dollars. Motion carried.

**#12 MOVED:** by David Kauer, second by Harvey O'Brien, to approve resurfacing the sidewalk in front of the Recreation Center cost not to exceed one thousand dollars. Motion carried.

**#13 MOVED:** by David Kauer, second by Brenda Case, to approve submitting the Recreation Center's 2% grant request to Sault Tribe. Motion carried.

**#14 MOVED:** by David Kauer, second by Julie Munro, to approve building a Dog Park along Griffin Drive. Fencing not to exceed two thousand dollars. Motion carried with one no vote.

Superintendent Perkins expressed concerns about installing an apron at the Ambulance Department without heat to prevent freezing.

### **COMMITTEE REPORTS**

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

### **DEPARTMENT MANAGERS**

Reports received from Rec Director Frasure and DPW Superintendent Perkins.

### **PUBLIC COMMENTS**

- Resident asked about the Federal Assistance Application for the EMS/Fire Department.
- Will the Board act on the water & sewer rates?
- Thank you to the DPW employees worked on the storm drain cleaning.

**CORRESPONDENCE**

Deputy Treasurer Ambulance Account

Community Liaison Committee

Accountant Hoolsema Department revenue

Supervisor Palma Federal Assistance Application

Meeting adjourned at 9:15PM

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 4, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Denise Frasure and Norm Perkins.  
Attendance 15

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

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the October 4, 2010, meeting agenda with addition of lighting in the Recreation Center Gym. Motion carried.

**#2 MOVED:** by David Kauer, second by Harvey O'Brien, to accept the September 20, 2010, meeting minutes with correction to motion #3 change the word "*minutes*" to "*bills*" Motion carried.

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

General Fund	18,469.94
Fire Fund	1,888.66
Ambulance Fund	26,437.65
Property Management	162.11
Road Maintenance & Repair	3,083.35
Trail Grooming Fund	119.17
Parks Fund	3,728.79
Recreation Center Fund	3,279.90
Fairgrounds Fund	1,306.05
Golf Course Fund	10,691.64
Public Works Fund	49,456.07
Police Fund	8,902.83

**Grand Total**

**\$127,526.16**

Ck#37829-37893

Motion carried.

## **PUBLIC COMMENTS**

- Arthur Brood resident of Tilson Road expressed concerns about the traffic speed on Tilson Road. He has requested additional signage on the northbound lane and a traffic study.
- Resident stated he is dissatisfied with the DPW Superintendent.
- The annual coat give away was a success.
- Resident asked how the budget within the last six months has been.

**#4 MOVED:** by David Kauer, second by Harvey O'Brien, to approve William & Gloria Beaune land division at 15606 S. Kinross Road as presented by Zoning Administrator Oliver. Roll call vote all members present voted yes. Motion declared carried.

Discussion held regarding cash handling procedures. Treasurer Munro will draw up the policy.

**#5 MOVED:** by Harvey O'Brien, second by David Kauer, to accept quote from Rudyard Electrical Service, Inc. to remove old lights and install 16 six tube high output fluorescent lights with shatter proof lamps and wire guards cost not to exceed four thousand seven hundred fifty dollars and zero cents. Motion carried.

Board received meeting minutes from the Police Board and report from Chief Micolo.

## **PUBLIC COMMENTS**

- There was no quorum for Monday nights Planning Commission meeting.
- Lighting is needed on Country Club Drive and at RV East.

Board discussed having a special meeting with the DPW Advisory Committee regarding water & sewer rates.

Fair Manager Mike Schmitt informed the Board that attendance was down this year but everything went ok. The fairgrounds need additional handicap parking. The dairy barn door way was moved. The Department of Public Works employees did a good job. The Quonset building's roof is leaking.

## **CORRESPONDENCE**

Prison Liaison Committee  
Jeff Freeman & Sharon Teeple- Building 300 Purchase Offer  
Rick Bernhardt DPW Advisory Committee- Water & Sewer Rates  
DNRE- Frontier Renewable Resources, LLC Permit Application Approval  
Chippewa County Fair board Meeting Minutes  
Township Supervisor- Storm Sewer Maintenance

Meeting adjourned at 8:02PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 18, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

David Kauer, Trustee

Also, present Sheila Gaines, Norm Perkins, Bill Palmer Mike Hoolsema, Jamie Davison and Denise Frasure.

Attendance 22

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

**#1 MOVED:** by Harvey O'Brien, second by Ed DeWitt, to approve the October 18, 2010, meeting agenda with addition of a Buy/Sell Agreement with Schroeder Construction. Motion carried.

**#2 MOVED:** by Julie Munro, second by Brenda Case, to accept the October 4, 2010, regular meeting minutes and the October 11, 2010, special meeting minutes as written. Motion carried.

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

General Fund	14,210.66
Fire Fund	327.90
Ambulance Fund	38,041.58
Property Management Fund	1,760.77
Road Maintenance & Repair Fund	55.93
Trail Grooming Fund	30.44
Parks Fund	98.13
Recreation Center Fund	5,734.63
Fairgrounds Fund	3,529.46
Golf Course Fund	34,629.50
Public Works Fund	58,284.27
Police Fund	10,182.62

Grand Total \$166,885.89

Ck# 37894-37962

Motion carried.

## **PUBLIC COMMENTS**

- Could something please be done with the bus stop shelters they are full of birds and garbage.

## **SUPERVISORS REPORT**

- The old poles along Water Tower Drive will be replaced this year.
- The County Road Commission will be out in the next week or two to grind down the gutters.

Todd Vandersys, sixteen-year veteran with the Volunteer Fire Department, moved three miles outside of the township. He now lives on Bound Road an area that the township covers. The Fire Department is requesting that Todd be allowed to continue to serve on the Department. He would be an asset since we cover the area where he lives.

**#4 MOVED:** by Harvey O'Brien, second by Marvin Besteman, to allow Todd Vandersys sixteen-year veteran with the Volunteer Fire Department to remain on the Department even though he has moved three miles outside the township. Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by Brenda Case, to approve William Trevarrow Volunteer Fire Department pending back ground check. Motion carried.

Greens Superintendent Palmer explained the problems with the pump at the golf course. Board requested that Wolverine Power Systems submit a quote for repair or replacement.

**#6 MOVED:** by Ed DeWitt, second by Marvin Besteman, to hire Dixon Engineers to inspect the 250,000 gallon tower cost not to exceed two thousand six hundred and ten dollars and inspection of the 500,000-gallon tower not to exceed two thousand six hundred twenty five dollars. Motion carried.

**#7 MOVED:** by Ed DeWitt, second by Harvey O'Brien, to allow Jamie Davison Golf Course Manager to attend the 2011 PGA Educational Conference in Florida. Cost not to exceed five hundred dollars. Motion carried.

Edith Boswell, MA,LLP from Pearson Field Research is requesting use of the Recreation Center for a clinic to revise the Wechsler Intelligence Scale for Children. The study is for children between the ages of 6 to 16 years of age. Participants selected will complete activities to measure word reasoning, fluid reasoning, perceptual organization and categorization among other abilities appropriate for their age group. The children selected will receive fifty dollars for the two hour test and the Recreation Center will receive ten dollars for each test they conduct. Applications are available at the Recreation Center. Testing will be conducted between December 13, 2010 and February 4, 2011.

**#8 MOVED:** by Harvey O'Brien, second by Brenda Case, to allow Pearson Field Research to use the Recreation Center free of charge for testing. Motion carried.

**#9 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve the sale agreement of Commercial Plat #1 Lot 3 008-300-003-00 to Schroeder Construction Inc. cost of ten thousand seven hundred ninety two dollars. Subject to credits and discounts for landscaping, job & business creation, building construction and property, improvements in the amount of six thousand seven hundred ninety two dollars. Final purchase price of four thousand dollars.. Motion carried.

#### **DEPARTMENT MANAGERS**

Reports received from Greenskeeper Palmer, Course Manager Davison and Rec Director Frasure.

#### **COMMITTEE REPORTS**

The Board received Committee reports from Park & Rec Committee and the Planning Commission.

#### **COMMENTS**

- Trustee O'Brien is looking into procuring a plaque in memory of Christopher Todd Griffin who passed away October 3, 2009 in Afghanistan serving our Country. According to Harvey Reamer Galer Funeral Home is assisting with the monument.
- The barricades at RV East will be removed. Rec Director Frasure asked that the barricades not be put back next year.

#### **CORRESPONDENCE**

G2 Consulting Group – Antenna proposal

Sault Area Race Association – Donation to Recreation Center

Outgoing: David Petkus- Ordinance Violation

Outgoing: Joan Reed – Ordinance Violation

Meeting adjourned at 8:05PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**November 1, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Dorothy Johnson, Norm Perkins and Attorney Mark Dobias.  
Attendance 10

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

**#1 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the November 1, 2010, meeting agenda with addition of AT & T Lease Agreement. Motion carried.

**#2 MOVED:** by Ed DeWitt, second by Julie Munro, to accept the October 18, 2010, regular meeting minutes as written. Motion carried.

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

General Fund	15,559.48
Fire Fund	3,665.00
Ambulance Fund	31,171.21
Property Management Fund	1,163.81
Trail Grooming Fund	19.97
Parks Fund	611.17
Recreation Center Fund	10,031.09
Fairgrounds Fund	3,053.70
Golf Course Fund	11,389.19
Public Works Fund	28,213.12
Police Fund	6,918.25

Grand Total \$111,795.99

Ck# 37963-38037

Motion carried.



Attorney Mark Dobias, on behalf of Kinross Charter Township reviewed, with the Board, the Verizon and AT & T Lease Agreement and answered questions.

**#4 MOVED:** by Harvey O'Brien, second by Julie Munro, to approve the Verizon wireless water tower lease agreement second amendment and Resolution. Roll call vote O'Brien yes, Besteman yes, Palma yes, DeWitt yes, Kauer no Case no, Munro Yes. RESOLUTION declared carried Motion carried.

**#5 MOVED:** by Harvey O'Brien, second by Marvin Besteman, accept the second amendment to the AT & T water tower lease agreement. DeWitt yes, Kauer no, Munro no, Case yes, O'Brien yes, Besteman yes, Palma yes. Motion carried.

### **PUBLIC COMMENTS**

- Article in the Evening News.
- I cannot believe this township is running in the black when every other township is struggling.
- Did anyone write a letter back to the Department of Corrections regarding the water rates?
- Will the Supervisor schedule a meeting to discuss the water rates?

### **SUPERVISORS REPORT**

- Work at the Post Office is almost complete.
- The Golf Course gates were taken down and will be repainted this winter.
- The hallway in the township will be under construction this week.

Discussion held regarding the 2011 Poverty Guidelines. The Board took no action.

Supervisor Palma scheduled a meeting in conjunction with the DPW Advisory Committee for November 9, 2010, at 7:00PM to discuss the water and sewer rates.

### **PUBLIC COMMENTS**

- The board needs to get a Marihuana Ordinance on the books.
- What is going on with the gutter grinding?
- The CCHD is working to find funding to take care of the Thompson Road property.
- When will the bus stops be taken down?

### **CORRESPONDENCE**

DNRE- Violation Notice to Dave Williamson  
Dept of Corrections-Water Rates  
County Fair Board meeting minutes

Meeting adjourned at 8:20PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS TOWNSHIP  
REGULAR MEETING**

**November 15, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Mike Hoolsema, Dorothy Johnson, Norm Perkins, Rick LaDuke and Joe Micolo.

Attendance 21

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

**#1 MOVED:** by Brenda Case, second by Julie Munro, to approve the November 15, 2010, meeting agenda with addition of Petkus property at 9955 West Thompson Road. Motion carried.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the November 1, 2010, regular meeting minutes as written. Motion carried.

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

General Fund	17,906.11
Fire Fund	218.81
Ambulance Fund	46,324.60
Property Management Fund	1,787.02
Trail Grooming Fund	31.24
Parks Fund	551.90
Recreation Center Fund	4,543.23
Fairgrounds Fund	1,122.35
Golf Course Fund	10,446.98
Public Works Fund	77,568.86
Police Fund	10,362.56

Grand Total \$170,863.66

Ck#38038-38115

Motion carried.

**PUBLIC COMMENTS**

- Resident thanked the Board for having the leaves adjacent to her property picked up.
- Questions asked about the financials of the township and if any money was taken out of retained earnings.
- Who is responsible for maintenance of trees in the right of way?
- Did the township respond to the letter from the prison regarding the water & sewer rates?
- Resident questioned lighting on Country Club Drive asking if some of the two percent money could be used to purchase lights.

**#4 MOVED:** by David Kauer, second by Harvey O'Brien, to accept Jamie Davison Golf Course Managers resignation effective November 20, 2010. Pay according to employee handbook. Motion carried.

A new grooming coordinator will need to be appointed since this was a duty Mr. Davison did for many years also.

**#5 MOVED:** by David Kauer, second by Julie Munro, to request Supervisor Palma sign the Fire Department's lease agreement with EDC for building 150 on lot 19. Motion carried with one no vote.

**#6 MOVED:** by David Kauer, second by Marvin Besteman, to approve the EUPHA use of the Fairgrounds Arena June 4, 5, 25 & 26, July 16 and 17, 2011 for shows and May 14, 2011 for a clinic. Motion carried.

**#7 MOVED:** by Harvey O'Brien, second by Brenda Case, to allow the Supervisor's Office to proceed with the Downtown Development Authority and/or Poverty Study. Motion carried.

**#8 MOVED:** by Harvey O'Brien, second by David Kauer, to proceed with the DNRE Scrap Tire Cleanup Grant Program. Motion carried.

Recess 7:50PM

Reconvene 8:05PM

The Zoning Administrator sent a letter to David Petkus regarding an ordinance violation. To date Mr. Petkus has not corrected the problem with the property located on Thompson Road. Neighbors have complained to the township about the safety of the building.

**#9 MOVED:** by David Kauer, second by Julie Munro, to continue with condemnation of property located at 9955 West Thompson Road. Parcel number 008-066-023-75 owner David Petkus. Motion carried.

Rick Bernhardt Chair for the DPW Advisory Committee explained the reasons for the water rate increase and capital improvement projects for the Department of Public Works. A meeting will be scheduled with the prison wardens to go over the water & sewer increase that went into effect September 2010.

**#10 MOVED:** by Marvin Besteman, second by Harvey O'Brien, to request Supervisor Palma schedule a meeting with the Department of Corrections, two members of the DPW Advisory Committee, DPW Superintendent Perkins and three Township Board members. Motion carried.

Trustee O'Brien discussed the Griffin memorial. He is looking for donation to help cover the cost.

#### **PUBLIC COMMENT**

- Resident stated that Kinross should consider making the township more appealing to the state and preserve what Kinross has now.

#### **COMMITTEE REPORTS**

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

#### **CORRESPONDENCE**

Outgoing-

Northern Lights Assembly of God  
Clydes Drive In

Incoming-

US Department of Interior  
Johnson Home on Evergreen Drive

Meeting adjourned at 9:25PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 6, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Sheila Gaines, Alan Moses and Denise Frasure.  
Attendance 7

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

**#1 MOVED:** by Harvey O'Brien, second by David Kauer, to approve the December 6, 2010, meeting agenda with addition of senior citizen dinner and fruit baskets. Motion carried.

**#2 MOVED:** by David Kauer, second by Julie Munro, to accept the November 15, 2010, meeting minutes as written. Motion carried.

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

General Fund	26,080.96
Fire Fund	3,303.77
Ambulance Fund	58,714.22
Property Management Fund	1,778.02
Trail Grooming Fund	357.13
Parks Fund	395.09
Recreation Center Fund	8,136.44
Fairgrounds Fund	515.52
Golf Course Fund	14,730.83
Public Works Fund	102,976.50
Police Fund	1,909.94

Grand Total \$232,898.42

Ck# 38116-38205

Motion carried.

**PUBLIC COMMENTS**

- How much money has been taken out of retained earnings?
- Has a meeting been scheduled with the DOC regarding water & sewer rates?
- Are checks & balances being conducted daily with money coming in and going out?
- Sault Tribe donated over \$11,000.00 in 2% to the Recreation Center.

**SUPERVISORS REPORT**

- Budget meetings are scheduled for December 13<sup>th</sup> and 14<sup>th</sup> beginning at 1:00PM.

**#4 MOVED:** by Marvin Besteman, second by David Kauer, to approve the Golf Course Managers Job Description with addition of Advertizing Duties and stating that it is a Seasonal Salaried position. Motion carried.

Fire Department table purchase omitted. Tables purchased were not over the allowable budget.

**#5 MOVED:** by David Kauer, second by Harvey O'Brien, to approve the re-appointment of Rick Bernhardt to the DPW Advisory Committee for an additional term. Motion carried.

**#6 MOVED:** by David Kauer, second by Julie Munro, to approve the write off of ambulance run #E000125483KI \$942.42, E000128453KI \$588.50, E000128411KI \$764.30 and E000107169KI \$656.00 all patients are deceased and no estates. Motion carried.

Discussion held regarding street lighting. Trustee Kauer will review this issue with members of the Road Advisory Committee.

**#7 MOVED:** by David Kauer, second by Brenda Case, to approve that all salaried personnel submit weekly time sheets documenting time in and out as well as any leave time. Motion carried.

**#8 MOVED:** by Harvey O'Brien, second by Julie Munro, to adopt Resolution 2010-13 December Board of Review date change. Roll call vote all members present voted yes. RESOLUTION declared carried.

Trustee Kauer left at 7:40PM for Ambulance Transfer.

Board received copy of the Automated Clearing House (ACH) Electronic Policy.

**#9 MOVED:** by Julie Munro, second by Brenda Case, to adopt Resolution 2010-14 Authorizing Electronic Transactions. Roll call vote O'Brien yes, Case yes, Palma yes, DeWitt no, Munro yes, Besteman no and Kauer absent. RESOLUTION declared carried.

Board received the Automated Electronic agreement and Fee Schedule with the Soo Co-Op Credit Union.

**#10 MOVED:** by Julie Munro, second by Ed DeWitt, to authorize the Rec Director to spend up to \$2800.00 for the senior citizen dinner and baskets. Motion carried.

Board received no committee or managers reports.

**COMMENTS**

- Who is in charge?
- What are the duties for the Golf Course Manager?
- Did the Board amend Ordinance number 58?

**CORRESPONDENCE**

Incoming-

EUP Planning- Pickford Township Master Plan Amendment  
Herman Calkins- Removal of Planning Member

Meeting adjourned at 8:40PM.

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Marvin Besteman, Clerk

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Lawrence Palma, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING**

**December 13, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

David Kauer, Trustee

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

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

Board reviewed and discussed the Ambulance, Drug Forfeiture and Public Improvement Fund budgets for 2011-2012 fiscal years.

Meeting adjourned at 2:25PM.

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Marvin Besteman, Clerk

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Lawrence Palm, Supervisor



**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING**

**December 14, 2010**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Dorothy Johnson and Bill Palmer.

Meeting called to order at 1:00PM.

Board reviewed and discussed the Golf Course and Road Maintenance & Repair budgets for 2011-2012 fiscal years.

Meeting adjourned at 3:40PM.

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Marvin Besteman, Clerk

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Lawrence Palm, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 20, 2010**

**4884 W. Curtis St**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Also present Sheila Gaines, Mike Hoolsema, Dorothy Johnson, Denise Frasure and Bill Palmer.  
Attendance 15

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

**#1 MOVED:** by Julie Munro, second by Harvey O'Brien to approve the December 20, 2010 meeting agenda as presented. Motion carried.

**#2 MOVED:** by Harvey O'Brien, second by Julie Munro, to accept the December 6, 2010 regular meeting minutes and the December 13<sup>th</sup> and 14<sup>th</sup> special meeting minutes as written. Motion carried.

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

General Fund	17,627.17
Fire Fund	4,819.49
Ambulance Fund	47,785.31
Property Management Fund	2,027.12
Trail Grooming Fund	3,386.31
Parks Fund	182.78
Recreation Center Fund	6,221.76
Fairgrounds Fund	2,457.25
Golf Course Fund	7,966.50
Public Works Fund	85,112.19
Police Fund	11,582.20

Grand Total \$189,168.08

Ck#38207-38276

Motion carried

Clara James from the Chippewa County Health Department discussed the “Complete Streets” program which is grant funded and designed to build a healthier community by building bike and walking paths that would lead to stores, banks and other places people need to get to. The Board discussed scheduling a meeting for January to include the Planning Commission and Road Advisory Committee.

#### **PUBLIC COMMENTS**

- Is the township operating in the black?
- Government is 1.7 billion short. There will be no more stimulus money.

**#4 MOVED:** by Harvey O’Brien, second by Julie Munro, to approve the reappointment of Gail Dill and Mervin Vanderstar and the appointment of Mellissa McClendon to the Board of Review. Motion carried.

Discussion held regarding letter of interest received to purchase fairgrounds house.

**#5 MOVED:** by Brenda Case, second by David Kauer, to approve the purchase of fertilizer for the Golf Course from Turfgrass cost not to exceed fourteen thousand one hundred sixty nine dollars and forty cents. Motion carried.

**#6 MOVED:** by David Kauer, second by Ed DeWitt, to allow Great Lakes Sled Dog Association permission to use township property February 26<sup>th</sup> and 27<sup>th</sup>, 2010 for sled dog races. Motion carried.

Purchase of computers for accounting office tabled pending additional research by the treasurer for the next meeting.

**#7 MOVED:** by Ed DeWitt, second by Larry Palma, to adopt Resolution from Chippewa County Road Commission for cost of asphalt milling in the amount of \$20,503.40. One yes and six no votes Motion defeated.

**#8 MOVED:** by Marvin Besteman, second by Brenda Case, to request that Supervisor Palma schedule a meeting with Robert Laitinen from the County Road Commission and Township Road Advisory members to discuss bill received for asphalt milling. Motion carried.

Planning Commission member informed the Board that they will meet with the Police Department next Monday December 27, 2010 to discuss information regarding civil infractions.

**#9 MOVED:** by Harvey O’Brien, second by Brenda Case, to approve lease agreement with Century Link and request Attorney Dobias to proceed. Motion carried.

**#10 MOVED:** by Marvin Besteman, second by Julie Munro, to appoint Dorothy Johnson Grooming Coordinator and Todd Godfrey in charge of running the program for the 2010-2011 season. Motion carried.

The golf course manager's position as well as tournaments at the course were discussed. The Board received meeting minutes from the Planning Commission and DPW Advisory Committee.

Board received reports from DPW Superintendent Perkins, Rec Director Frasure and Golf Course Superintendent Palmer.

**COMMENTS**

- Why was there no rent from Century Link last year?

**CORRESPONDENCE**

Incoming -Sault Tribe 2% Award to Rec Center \$11,601.93

Dyke Justin Attorney Re-Properties on M-80

Outgoing- Scrape Tire Grant Application

Meeting adjourned at 8:20PM.

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Marvin Besteman, Clerk

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Lawrence J. Palma, Supervisor