

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 6, 2014**

**MEMBERS PRESENT**

Sheila M. Gaines, Clerk  
Luanne Kooiman, Trustee  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**4884 W. Curtis St.**

**MEMBERS ABSENT**

James Moore, Supervisor

Also, present Norm Perkins, Joe Micolò, and Rick Bernhardt.

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

**#1 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to appoint Trustee Noel to chair the meeting in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to approve the January 6, 2014, meeting agenda with addition of the January 3, 2014, Personnel Meeting Minutes with action regarding the DPW. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to approve the December 16, 2013, regular meeting minutes as written. Motion carried.

**#4 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to approve the December 23, 2013, meeting minutes with addition of “as well as the Personal Property tax exemption” corrected to state “Treasurer Kooiman stated that the current amount of property taxes that would be collected will be reduced due to the Disabled Veteran Exemption form Property Taxes as well as the Personal Property tax exemption.” Motion carried.

**#5 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to pay the following bills.

General Fund	9,588.93
Fire Fund	9,118.90
Ambulance Fund	29,823.76
Property Management Fund	261.76
Parks Fund	128.71
Recreation Center Fund	3,955.95
Fairgrounds Fund	345.14
Golf Course fund	2,176.70
Sewer Fund	51,301.14
Water Fund	70,019.36
Garbage Fund	11,443.00
Police Fund	7,759.41

Grand Total \$195,922.76

Monthly report received from Chief of Police Micolo. DPW Superintendent Norm Perkins requested a pay increase for Assistant DPW Superintendent Claude Rath. Claude has worked for the township for 31 years as a salaried employee. Norm is requesting that there be more of a monetary separation between Claude's salary and other DPW employees under his supervision.

**#6 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve a one dollar per hour pay increase for Claude Rath, DPW Assistant Superintendent. Motion carried.  
Effective date December 22, 2013.

Police Board meeting minutes received. The Golf Course Committee meeting minutes were reviewed. Discussion held regarding the management of the golf course, budget process, and advertising. Board will remind the Supervisor that these issues need to be addressed at the next meeting. The Golf Course Committee will also be encouraged to be a part of the budget workshop. The Personnel Committee held a special meeting January 3, 2014, for the purpose of discussion of Norm Perkins' replacement upon retirement. Norm has recommended that Brian Masterson replace him when he retires in June 2014. The Personnel Committee is recommending that on-the-job training begin now for Brian and also for the lab tech that takes over Brian's position.

**#7 MOVED:** by Sheila Gaines, second by Kathy Noel, to begin training Brian Masterson for the Superintendent position now also once a decision is made on a Lab Tech that person begin training immediately as well. Motion carried.

Additional pay for these positions to be determined and will be retroactive to date of start.

Discussion held on tree removal on the road right-of-way from the DNR. DPW Committee member Rick Bernhardt stated that he would contact the DNR regarding tree ownership and removal.

## **CORRESPONDENCE**

Community Liaison Committee Meeting Minutes

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Sheila M. Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL BUDGET MEETING**

**January 13, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, DeeDee Frasure, Norm Perkins, and Rick Bernhardt.

Meeting called to order at 4:30PM.

Parks Fund reviewed. Camping at RV East has proved profitable for the Recreation Center. Discussion held with Rec Director Frasure regarding the purchase of a lawn mower. It was suggested that she talk with Norm and Jim about the purchase. Plans this summer for Dukes Lake include the completion of a walking path and submit for grants to improve the lake area including rustic camping.

Recreation Center budget reviewed. The total operating budget of the Center is \$176,008.00. Rec Director Frasure is requesting one hundred thirty-six thousand six hundred fifty-eight dollars (\$136,658.00) from the General Fund for operating the Rec Center. Seventy-five thousand five hundred seventy-five dollars (\$75,575.00) is salaries and wages for this department. The Rec Center will be replacing two furnaces this next fall. The Rec Center holds several events during the year including monthly dances with music donated by Simply Unforgettable. Suggestions were made to offer Gabe (owner & operator of Simply Unforgettable) a spot on the signboard for his business as an in-kind service. DeeDee and the Rec Committee will work on a five-year capital improvement plan. The Rec Center will continue selling Rada knives for fund raiser since this can potentially produce good income for the Rec Center. Advertising on facebook and the township website is a good idea.

Water Fund reviewed. The total revenue and expenditures are three hundred seventy-eight thousand three hundred sixty-five dollars (\$378,365.00). Sewer fund revenues and expenditures are one million seven hundred forty-six thousand eight hundred eleven dollars (\$1,746,811.00). Many projects are in the works for the sewer department including the purchase of a new digester. There is a possible rate increase in the future.

Meeting adjourned at 6:20PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 21, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Rick Bernhardt, Joe Micolo, Carla Sare, and DeeDee Frasure.

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

**#1 MOVED:** by Kathy Noel, second by Dan Mitchell, to approve the January 21, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Marvin Besteman, second by Kathy Noel, to accept the January 6, 2014, regular meeting minutes and the January 13, 2014, special meeting minutes as written. Motion carried.

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

General Fund	14,726.65
Fire Fund	802.28
Ambulance Fund	34,120.05
Property Management Fund	1,628.48
Parks Fund	25.69
Recreation Center Fund	8,098.78
Fairground Fund	723.78
Golf Course Fund	3,312.27
Sewer Fund	51,046.31
Water Fund	12,428.35
Garbage Fund	95.00
Police Fund	11,488.69

Grand Total \$138,496.33

Ck# 43306-43364

Motion carried.

**SUPERVISOR'S REPORT**

- Budget Meetings are scheduled for January 22, 2014, and January 24, 2014.
- Sled Dog Races at the Rec Center on February 22 and 23, 2014.
- MIRA snowmobile racing at the Fairgrounds on February 15, 2014.
- Glas snowmobile racing March 15, 2014. Sponsored by the Lions Club.
- I will be attending the DNR Grant Writing Class in Gaylord next Tuesday, January 28, 2014.
- The upgrade to Ploegstra Road will cost the township \$36,000.00.

**PUBLIC COMMENTS**

- DPW Committee Member Rick Bernhardt stated that the DNR has stated that the township can do whatever they want with the trees when the property is cleared for the utility right-of-way.

DeeDee Frasure submitted her monthly report stating that she is looking to hire a temporary part time person.

The Planning Commission meeting minutes reviewed. Personnel Committee meeting minutes received along with the amended job descriptions.

**#4 MOVED:** by Dan Mitchell, second by Ryan Fountain, to approve the amended township job descriptions as written. Motion carried.

George Marble has purchase a building on M-80 ~~and is planning to build on and use the new addition for a wholesale retail.~~ **Amended 2/3/14** The original structure will be used as sportsman's club including a banquet hall. His intention is to host fundraisers, gun and knife shows, craft shows and more. The Sportsman's area will have sports shows and car racing on TV and will be separated from the banquet area. He is requesting approval of his liquor license.

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve a Class C liquor license from George Marble as requested. Roll call vote all members present voted yes.  
RESOLUTION declared carried.

**CORRESPONDENCE**

United States Postal Service renewal option request will be reviewed by the Supervisor.

**BOARD COMMENTS**

- Clerk Gaines reminded the Board that action still needs to be taken on EMS hardship assistance policy.
- Treasurer Kooiman discussed the small claims case regarding personal property.

Meeting adjourned at 7:30PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
GOLF COURSE MANAGER POSITION & BUDGET WORKSHOP**

**January 31, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Kathy Noel, Trustee  
Marvin Besteman, Trustee  
Dan Mitchell, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Luanne Kooiman, Treasurer

Also, present Mike Hoolsema, Bill Palmer, and Golf Course Committee members.  
Attendance 7

Meeting called to order at 4:30PM.

Discussion held regarding the Golf Course Manager position.

**#1 MOVED:** by Dan Mitchell, second by Ryan Fountain, to post in the Evening News for a part time seasonal Golf Course Manager. Motion carried.

Personnel Committee will post a special meeting for February 20, 2014, to review applications for the Golf Course Manager position.

Board discussed a five-year plan for the Golf Course requesting Greens Superintendent Palmer to submit his plan.

Board reviewed the Pension Fund Budget and Road Maintenance & Repair Fund Budget.

Storage rates and 4-H Building rental rates were reviewed.

The Budget meeting is scheduled for Wednesday, February 5, 2014, at 4:30PM.

Meeting adjourned at 6:40PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 3, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Dan Mitchell, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Also, present Renee Gray, Denise Frasure and Joe Micolo.  
Attendance 7

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

**#1 MOVED:** by Marvin Besteman, second by Kathy Noel, to approve the February 3, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Luanne Kooiman, to accept the January 21, 2014, meeting with one correction: strike sentence on page 2, fifth paragraph "*and is planning to build on and use the new addition for a wholesale retail*" Motion carried.

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

General Fund	11,853.70
Fire Fund	10,422.65
Ambulance Fund	32,206.27
Property Management	23,887.98
Parks Fund	72.63
Recreation Center Fund	5,236.86
Fairgrounds Fund	2,215.55
Golf Course Fund	6,464.61
Sewer Fund	106,285.06
Water Fund	13,475.86
Garbage Fund	52.13
Police Fund	10,598.04

Grand Total \$222,771.34

Ck# 43365-43413

Motion carried.

**SUPERVISOR REPORT**

- Regret to announce that Gail Dill, one of our Board of Review members, has passed away.
- Deputy Supervisor McClendon and I attended a DNR Grant Writing class in Gaylord. The class was well done and we learned a lot. We will be applying for some pass port grants in the near future.
- Several complaints have been made regarding snow removal. I have spoken with the county and they will check out what, if anything, they can do better.
- Trustee Mitchell, Trustee Fountain and I attended the annual MTA Conference.

**#4 MOVED:** by Luanne Kooiman, second by Kathy Noel, to appoint Herman Calkins to the Board of Review. Motion carried.

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to hire Sondra R. Siegfried part time temporary program aid for the Recreation Center while another worker is on maternity leave. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Dan Mitchell, to approve hiring Dustin P. Gaberdiel and Kayla M. Linke part time EMT's for the EMS Department at EMS Director Gray's discretion. Motion carried.

Board reviewed Chief of Police Micolo's report and the Police Board meeting minutes.

Discussion held regarding the EMS Financial Assistance Policy.

**BOARD COMMENTS**

- Treasurer Kooiman-Tax bills are due by February 28, 2014, without penalty.

**CORRESPONDENCE**

Department of Environmental Quality – Wellhead Protection Program  
Charter Communication High definition channel lineup

Meeting adjourned at 7:20PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGET WORKSHOP**

**February 5, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Dan Mitchell, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema.

Meeting called to order at 4:30PM.

Ambulance Department budget adjusted. Health insurance lowered by \$5,000.00. Contractual adjustments increased by \$60,000.00. Work comp increased by an additional \$5,000.00. Forty-five thousand dollars (\$45,000.00) is budgeted to be transferred from the General Fund Budget. An additional fifty-five thousand dollars (\$55,000.00) maybe needed from the General Fund depending on negotiations with Rudyard and Dafter Townships. The Clerk will distribute information on forming an Ambulance Authority. However, even if an authority is formed it will take several months to get up and running.

Property Management Budget: The township receives ninety-three thousand (\$93,000.00) per year on rentals to the Post Office, Co-Op Grocery Store, Pipe & Piling, Consolidated Community Schools and Century Tel. This budget has expenditures of \$119,388.00. Spring cleanup of the special assessment district is ten thousand five hundred dollars (\$10,500.00). The possibility of omitting the 2014 spring clean up as well as looking into adding an additional one-dollar (\$1.00) per month on the garbage bill was also discussed. Forming a special assessment district for streetlights will be looked into. There was a discussion on using METRO money for side walk repairs.

General Fund Budget: If the Fire Department receives the \$53,439.00, the Ambulance Department receives \$45,000.00 (possibility they may need \$95,000.00), Recreation Center needs \$136,658.00, the Fairgrounds will need \$12,860.00, and the Golf Course needs \$73,655.00, the retained earnings will be reduced to \$40,000.00, plus three months operating expenses. This will not include the \$40,000.00 the township will receive in EVIP money.

The Board discussed a millage request for recreation, giving the golf course manager a bonus at the end of the season and charging a user fee for the Recreation Center for users 18 and over.

Further discussion on budgets will be held at the regular Board meeting of February 18, 2014.

Meeting adjourned at 7:00PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 18, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also, present Mike Hoolsema, Fred McClendon, Norm Perkins, Rick Bernhardt, and Joe Micolo.  
Attendance 6

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

**#1 MOVED:** by Kathy Noel, second by Dan Mitchell, to approve the February 18, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the February 3, 2014, regular meeting minutes and the January 31 & February 5, 2014, special meeting minutes as written. Motion carried.

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

General Fund	14,194.70
Fire Fund	871.02
Ambulance Fund	38,728.13
Property Management Fund	1,685.54
Parks Fund	67.45
Recreation Center Fund	7,060.29
Fairgrounds Fund	810.77
Golf Course Fund	5,213.46
Sewer Fund	44,152.54
Water Fund	21,673.59
Garbage Fund	11,463.90
Police Fund	10,651.28

Grand Total \$157,572.67

CK#43414-43479

Motion carried.

**SUPERVISORS REPORT**

- Six applicants have registered for the Snow Princess Pageant this year.
- The Township has received five resumes for Golf Course Manager’s position.
- The Fair Board has received grant money for a new chicken barn at the fairgrounds.

Rec Director Frasure’s monthly report was reviewed.

EMS Director Gray requested write offs of uncollectable ambulance bills.

**#4 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to write off original bills for dos 6/4/07 322.71, dos 10/11/07 981.00, 5/26/07 948.00, 5/14/07 930.00, 5/16/07 1469.00, 6/9/07 389.01, 10/23/07 937.00, 12/3/07 113.54, 7/19/07 816.00 10/4/07 992.00, 4/2/07 939.00, 6/18/07 957.00, 7/6/07 1211.00, 10/3/07 261.34, 6/14/07 389.95, 6/27/07 403.65, 6/4/07 52.65, 6/19/07 948.00, 8/8/07 992.00, 5/15/07 2190.00, 9/6/07 69.30, 11/22/07 1102.00, 5/11/07 108.06, 5/2/06 1435.00, 6/30/07 939.00, 9/30/07 625.00, 9/26/07 186.60, 10/14/07 867.00, 4/30/07 948.00, 12/24/07 196.20, 4/14/07 1560.00, 4/29/07 91.92, 4/27/07 95.56, 5/9/07 124.64, 2/17/07 1048.00, 11/15/07 892.00, 11/19/07 334.60, 11/23/07 1673.00, 10/12/07 211.72, 8/28/07 959.00, 4/10/07 155.43, 4/7/07 218.48, 8/26/07 300.01 total number of accounts: 43; total amount of write offs due to statute: \$30,383.37. Motion carried.

The DPW Advisory Committee is requesting an increase for water and sewer bills. Rates as stated in the attached in Resolution.

**#5 MOVED:** Luanne Kooiman, second by Kathy Noel, to adopt Resolution 2014-2 Adopting a Fee Schedule for water and sewer use and services as provided for within the Kinross Charter Township combined water and sewer ordinance. Roll call all members present voted yes. RESOLUTION declared carried.

Planning Commission, DPW Advisory, and Recreation Committee meeting minutes received.

Recess 7:45PM  
Reconvene 8:00PM

The Board resumed working on the budgets. Several ideas were discussed including closing the Recreation Center six months out of the year. Other discussion included a 4.5% cut to the Ambulance, Fire, Recreation, Golf Course and Township Hall budgets. All members agree, as difficult as it is, cuts must be made this year to avoid an even bigger deficit next fiscal year. The Supervisor will contact the department managers and notify them of the cuts. The township hall budget has been reduced by \$27,250.00, the Assessor’s budget reduced by \$4,250.00, Clerk’s budget by \$2,500.00, and the Treasurer’s budget by \$3,500.00. Also the Treasurer is postponing the purchase of BSA Tax software in the amount of \$5,200.00. Spring Clean-up for 2014 will be canceled relieving \$10,500.00 of expense from the budget.

A meeting is scheduled for tomorrow with Dafter and Rudyard Townships to review cost of providing Ambulance service to their townships. Forming an Ambulance Authority will also be discussed.

Supervisor Moore will continue to work with Sault Tribe regarding long term 2% monies and look into the status of the property that Family Dollar is purchasing. Unfortunately, none of these ideas will help with this fiscal year's budget.

A special budget workshop is scheduled for Tuesday, February 25<sup>th</sup>, 2014, at 4:30PM.

Meeting adjourned at 9:00PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGETS & GOLF COURSE MANAGER POSITION**

**February 25, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Dan Mitchell, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also, present Mike Hoolsema, Renee Gray, Deb McBane, DeeDee Frasure and several other fire department personnel.

Meeting called to order at 4:35PM.

General Fund budget reviewed with regards to the amount of money the Recreation Center, Ambulance, Fire, and Golf Course funds need for operation.

Rec Director Frasure cut \$4,500.00 and the EMS Director Gray cut \$53,000.00 from her budget. The Township Treasurer, Clerk, and Assessor combined cut \$10,250.00 the Treasurer also cut the BS&A software in the amount of \$5,200.00. An additional \$10,500.00 cut by the elimination of Spring Cleanup. These cuts will affect all the departments. Careful frugal planning will need to take place.

The Recreation Center Director understands that should she run out of operating money the facility will be closed for part of the year. The Golf Course must show progress in the 2014 golf season or very difficult decisions will be made.

Public Hearing will be scheduled for March 10, 2014, at 7:00PM.

Discussion held regarding the candidates for golf course manager's position. The Personnel Committee agreed to interview Jim Spencer and Robert Norton for the position. During discussion of scheduling interview dates the following motion was made.

**MOVED:** by Ryan Fountain, second by Dan Mitchell, to hire Robert Norton for the position of Golf Course Manager at the Oaks. Motion carried with two no votes.

Meeting adjourned at 6:05PM.

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Sheila Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**March 3, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee  
Ryan Fountain, Trustee

Also, present EMS Director Gray, Rec Director Frasure, and Chief of Police Micolo.  
Attendance 8

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

**#1 MOVED:** by Kathy Noel, second by Sheila Gaines, to accept the March 3, 2014, meeting agenda as presented.

**#2 MOVED:** by Dan Mitchell, second by Luanne Kooiman, to accept the February 18, 2014, regular meeting minutes, and the February 25, 2014, special meeting minutes as written. Motion carried.

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

General Fund	13,360.73
Fire Fund	3,002.90
Ambulance Fund	36,143.55
Property Management Fund	277.41
Parks Fund	25.87
Recreation Center Fund	2,914.81
Fairgrounds Fund	1,747.95
Golf Course Fund	2,274.20
Sewer Fund	177,458.41
Water Fund	5,301.74
Garbage Fund	1,706.50
Police Fund	6,857.82

Grand Total \$251,071.89

Ck# 43480-43529

Motion carried.

**SUPERVISORS REPORT**

- It has been suggested that the date be changed for golf course green fee discount rate to March 15<sup>th</sup> of each year. This date will be better for staff collecting tax payments, water billing and other general things going happening on the last day of February.

**#4 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to change the date for golf course discount rate from February 28, 2014, to March 15, 2014, and March 15<sup>th</sup> of each following year. Motion carried.

- Township resident John Kane is interested in serving on the Board of Review and the DPW Committee.

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to appoint John Kane as alternate to the Board of Review. Motion carried.

- Supervisor Moore is continuing to work with Sault Tribe on obtaining property for the right-of-way.

**PUBLIC COMMENTS**

- Resident stated she had read the budget workshop meeting minutes and stated that she was disappointed with the board's actions.
- DPW Advisory member stated that the money taken from the DPW fund for resident's sewer backup was suppose to be charged to the general fund.

EMS Director Renee Gray requested that the Board make a motion to abolish the fifty dollar per resident run fee, paid from the General Fund, and a motion to pay the lease payment yearly from the general fund.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to abolish the fifty dollar per resident run fee and replace with making lease payment yearly on loan for new rigs. Motion carried.

The Police Board meeting minutes were received.

**#7 MOVED:** by Jim Moore, second by Kathy Noel, to approve the 2014-2015 Township Meeting Dates as presented. Motion carried.

**BOARD COMMENTS**

- Treasurer Kooiman stated she has to attend BOR next Monday and will not make it to the Budget Public Hearing
- Trustee Noel asked if the Board could adopt the EMS Hardship Policy.

**#8 MOVED:** by Dan Mitchell, second by Kathy Noel, to accept the EMS Hardship Policy. Motion carried.

- Resident asked if the Supervisor had written a letter to Tribe letting them know that if they were unable to donate long term 2% money that closing the Recreation Center during the summer is a real possibility.
- Resident thanked the EMS Department for responding so quickly when her husband fell.

**CORRESPONDENCE**

DEQ- S2 Grant

Chippewa County Fair Board

Golf Course Committee Letters of Concern

Rudyard Area Community Foundation

Meeting adjourned at 7:30PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

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

**March 11, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila M. Gaines, Clerk  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Luanne Kooiman, Treasurer

Also, present Mike Hoolsema, Renee Gray, Deedee Frasure, Ed Jenerou, Norm Perkins, and Rick Bernhardt.

Supervisor Moore called the 2014-2015 Budget Public Hearing to order at 7:00PM.

**PUBLIC COMMENTS**

- Payment for the sewer back up on Country Wood Drive should not have come out of the Water & Sewer Fund as it was not budgeted. The township was not liable for the backup.
- The Recreation Center is submitting a short term and a long term 2% applications to the Sault Tribe.
- EVIP (Economic Vitality Incentive Program) money is not usually used to fund the budget and using it this year is not a good practice.
- EMS Department is planning on submitting a 2% application to Sault Tribe. Dafter is agreeable to placing 2 mills on the ballot for EMS Service. Rudyard does not want to pay any additional money for EMS Service. Both Dafter and Rudyard are interested in forming an Ambulance Authority.

Once the budgets are adopted the township will have \$350,000.00 in retained earnings. The budget for the Recreation Center is contingent on receiving permanent 2% funding from Sault Tribe. The Ambulance budget is balanced with the idea of receiving additional money from Rudyard and Dafter. The Golf Course must increase there revenues this season.

No additional comments for or against the proposed budgets and no letters or e-mails received the Supervisor adjourned the Public Budget Hearing .

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**March 17, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Fred McClendon, Joe Micolò, Bill Palmer, Ed Jenerou, Deedee Frasure, Renee Gray, and Bob Norton.

Attendance 13

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

**#1 MOVED:** by Marvin Besteman, second by Luanne Kooiman, to accept the March 17, 2014, meeting agenda as written. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to accept the March 3, 2014, regular meeting minutes with correction to motion #7 correct second meeting in April from the 14<sup>th</sup> to the 21<sup>st</sup> and approve the March 11, 2014, special meeting minutes and Public Hearing as written. Motion carried.

Invoices for the Fairgrounds were questioned.

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

General Fund	14,016.68
Fire Fund	1,366.45
Ambulance Fund	41,636.17
Property Management Fund	1,677.74
Parks Fund	74.53
Recreation Center Fund	8,274.07
Fairgrounds Fund	1,470.82
Golf Course Fund	8,293.30
Sewer Fund	54,092.72
Water Fund	11,201.97
Garbage Fund	11,516.59
Police Fund	12,453.60

Grand Total \$166,074.64

Ck# 43530-43586

Motion carried.

**SUPERVISOR'S REPORT**

- Reminder to let your water continue to run at a pencil size stream from one of your cold water faucets until further notice. Please pass this on to your friends and neighbors.
- Storm drains will be a problem again this year. The county will come in and steam the drains open.

**PUBLIC COMMENTS**

- The Quarry Ordinance is a topic on tonight's agenda and I want to let you know that the noise is louder than it should be and Payne & Dolan is plowing snow into my driveway.

Rec Director Frasure requested approval to submit a short term 2% grant application for Kids Fishing Day in the amount of \$6,500.00 and a long term 2% grant application for \$40,000.00 for the operation of the Rec Center.

**#4 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve the 2% grant applications and authorize the Supervisor to sign. Motion carried.

EMS director Gray also, requested approval to submit a 2% grant application to the Sault Tribe for training equipment in the amount of \$6,100.00.

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2014-5 EMS 2% grant application and authorize Supervisor to sign. Roll call vote all members voted yes. RESOLUTION declared carried.

**#6 MOVED:** by James Moore, second by Marvin Besteman, to allow Greens Superintendent to send two mowers to Spartan Distributors for repairs cost not to exceed \$1,500.00 Motion carried.

Accountant Hoolsema submitted fund balance sheets for period ending February 28, 2014.

**#7 MOVED:** by Kathy Noel, second by Marvin Besteman, to adopt Quarrying Ordinance #1.137 as requested by the Planning Commission. Roll call vote all members present voted yes RESOLUTION declared carried.

**#8 MOVED:** by Kathy Noel, second by Marvin Besteman, to adopt the Zoning Ordinance Amendments as written by the Planning Commission. Roll call vote all members voted yes RESOLUTION declared carried.

Board received meeting minutes from the Planning Commission, Recreation Committee, and DPW Advisory Committee.

**#9 MOVED:** by Kathy Noel, second by Luanne Kooiman, to adopt the 2014-2015 General Appropriations Act Resolution 2014-3. Roll call vote Moore, Mitchell, Noel, Fountain and Kooiman voted yes and Besteman and Gaines voted no. RESOLUTION declared carried.

**#10 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2014-4 Budget Adjustment. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#11 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to use road fund monies to clean out storm drains. **MOVED:** by Kathy Noel, supported by Dan Mitchell, to delay decision until next meeting. Motion to delay carried.

**BOARD MEMBER COMMENTS**

- Treasurer Kooiman stated that Board of Review went well this year.

**CORRESPONDENCE**

Dept of Treasury- S2 Grant Approval

Rudyard Community Foundation- Golf Scramble Fundraiser

Meeting adjourned at 8:15PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Budget Adjustment, Golf Course,  
EMS Hires and Street Sweeper Repairs**

**March 31, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Kathy Noel, Trustee  
Ryan Fountain, Trustee

Also, present Mike Hoolsema.

Meeting called to order at 4:30PM by Supervisor Moore.

**PUBLIC COMMENTS**

None

Accountant Hoolsema presented the last Budget Adjustment Resolution for the fiscal year.

**#1 MOVED:** by Marvin Besteman, second by Dan Mitchell, to adopt Budget Adjustment Resolution 2014-6. Roll call vote all members present voted yes. RESOLUTION declared carried.

The Golf Course over the last month has received over thirteen thousand dollars in merchandise that the township did not authorize. All orders were returned to the companies. An inventory was taken at the Golf Course. Course Manager Norton will review and let the Board know what should be ordered if anything. Draft copy of Bob Norton's contract was distributed for the Board to review. Hiring procedures were also discussed.

EMS Director Gray requested two part time hires for the department.

**#2 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to hire part –time Allison Malaska basic EMT and Trista Keezer Paramedic for the EMS Department pending physical and drug screening. Motion carried.

**#3 MOVED:** by James Moore, second by Sheila Gaines, to approve repairs of the township's street sweeper cost not to exceed five thousand dollars. Motion carried.

**BOARD COMMENTS**

- Jim Moore- Family Dollar is moving forward with the final sales documents. The Board will need to approve a motion to terminate lease for the Co-op sign and approve another lease agreement with the Co-op for the new location.
- Jim Moore- Rumors regarding the closing of KCT and reopening Hiawatha due to budgets.
- Marvin Besteman- Rumors are that a Family Dollar is looking to build in Rudyard.

Meeting adjourned at 4:55PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 7, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

James Moore, Supervisor  
Kathy Noel, Trustee

Also, present Fred McClendon, Robert Norton, and Renee Gray.  
Attendance 7

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

**#1 MOVED:** by Luanne Kooiman, second by Ryan Fountain, to appoint Trustee Mitchell to chair the meeting in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by Marvin Besteman, second by Sheila Gaines, to approve the April 7, 2014, meeting agenda with addition of Par Plan Risk Reduction Grant Application and Resolution for the EMS Department. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Ryan Fountain, to accept the March 17, 2014, regular meeting minutes, and the March 31, 2014, special meeting minutes as written. Motion carried.

**#4 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to pay the following bills.

General Fund	13,271.00
Fire Fund	3,434.42
Ambulance Fund	40,851.27
Property Management Fund	162.53
Parks Fund	67.77
Recreation Center Fund	4,844.9
Fairgrounds Fund	1,025.96
Golf Course Fund	2,274.95
Sewer Fund	92,983.58
Water Fund	6,592.34
Garbage Fund	11,557.70
Police Fund	8,080.44

Grand Total \$185,049.10

Ck# 43587-43661

Motion carried.

In the absence of the Supervisor, Clerk Gaines updated the board and community on the progress of the new Family Dollar. Family Dollar is anxious to get all the paperwork completed and are planning to begin building this month.

**PUBLIC COMMENTS**

- Resident asked how much retained earnings were used to balance the budget and expressed concern about the amount of money needed to run the Recreation Center. Why didn't the Board ask the Tribe to help fund the Department?
- Roads are in much better shape this year.

Monthly report received from Chief of Police Micolo. Golf Course Manager Norton discussed the inventory at the golf course. The exterior and interior of the building is in good shape. Bob stated that he has several tournaments scheduled. He plans to attend and update the board monthly regarding the status of expenses, profits and all other issues regarding the course.

Police Board meeting minutes reviewed.

**#4 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to terminate the sign lease agreement with the Rudyard Co-op Grocery Store for sign located on the corner of M-80 and Water Tower Drive. Authorize Supervisor to sign. Motion carried.

**#5 MOVED:** by Sheila Gaines, second by Ryan Fountain, to approve the Oaks of Kincheloe 2014 golf rates as written. Motion carried.

**#6 MOVED:** by Marvin Besteman, second by Sheila Gaines, to approve Robert Norton's Employment Agreement for the Golf Course Manager position with correction by deleting *Moreover, up to eight hundred and forty dollars for desk work throughout the season* in Section 6a under Compensation and Reimbursement. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to adopt Resolution 2014-7 Michigan Township Participating Plan (Par Plan) Risk Reduction Grant Program (RRGP) Application Format. Roll call vote all members present voted yes. RESOLUTION declared carried.

**COMMENTS**

- During inclement weather when other golf courses in the area close due to rain, often times our course remains open for play. I recommend that the manager contact the radio stations and have them mention that the course is open.
- Questions regarding spring clean up were asked.

**CORRESPONDENCE**

The Oaks at Kincheloe Tournament Schedule  
Letter of Agreement – AFSCME Local 57 Bargaining Agreement  
Meeting adjourned at 7:55PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 21, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jim Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Fred McClendon, Bob Norton, Bill Palmer, Renee Gray, Joe Micolo, Rick Armentrout and Rick Bernhardt.

Attendance 13

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

**#1 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve the April 21, 2014, meeting agenda with additions of storm drain issues, sewer line backup policy, and heating & air conditioning in the Pro Shop. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to accept the April 7, 2014, regular meeting minutes as written. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to pay the following bills.

General Fund	15,604.28
Fire Fund	2,366.34
Ambulance Fund	80,833.94
Property Management Fund	1,853.28
Parks Fund	25.65
Recreation Center Fund	5,967.45
Fairgrounds Fund	1,183.77
Golf Course Fund	4,480.77
Sewer Fund	55,809.09
Water Fund	11,206.12
Garbage Fund	4,141.61
Police Fund	6,851.01

Grand Total

\$190,323.31

Ck# 43662-43721 Motion carried.

**April 21, 2014**

**Page 2**

Dave Scott from LPL Financial discussed the township's investments and the need to reinvest excess money.

**#4 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to reinvest thirty four thousand dollars (\$34,000.00) of general fund money in a six-year certificate of deposit and reinvest and eighty nine thousand dollars (\$89,000.00) of DPW funds pending review by committee. Motion carried.

### **SUPERVISORS REPORT**

- Paper work is complete for the new Family Dollar. Closing is scheduled for May 2, 2014.
- MDOT will be here tomorrow from 10am-1pm.
- The closure of KCF is only a rumor right now. They are looking into options at this time.

### **PUBLIC COMMENTS**

- The township has \$2,000,000, on hand?
- I understand that money is being taken out of the water fund to fund another issue?

Rick Armentrout is forming a Farmers Market at the Fairgrounds on Saturdays from 10:00 am – 2:00 pm beginning June 28, 2014.

**#5 MOVED:** by Kathy Noel, second by Dan Mitchell, to approve the Farmers Market at the Fairgrounds. Motion carried.

Department managers' reports received from Golf Course Superintendent Bill Palmer and Rec Director Denise Frasure. Personnel meeting minutes reviewed.

**#6 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve spring cleanup for Kinross Charter Township. Motion carried.

**#7 MOVED:** by Dan Mitchell, second by Kathy Noel, to add an additional one dollar (\$1.00) per month to all residential garbage bills beginning July 1, 2014, for spring cleanup. Motion carried.

**#8 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to increase Election Inspector wages to ten dollars per hour (\$10.00) and Chairperson to eleven dollars (\$11.00) per hour. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Luanne Kooiman, approve waiving the Zoning Permit Application fee for the new chicken barn at the Fairgrounds as requested by the CCFB. Motion carried.

**#10 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve reclassifying Norman Miller from part time Paramedic to full time Paramedic effective April 27, 2014. Motion carried.

**Page 3**

**April 21, 2014**

**#11 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve Director Gray's salary increase to \$49,500.00, effective April 27, 2014. Motion carried.

**#12 MOVED:** by Sheila Gaines, second by Kathy Noel, to increase starting wages for EMTs to \$9.80-\$10.30 per hour, AEMTs \$10.30-\$10.80 per hour and Paramedics \$14.30-\$14.80. Change the step increases to .60 per hour and authorize Director Gray to increase employee wages at her discretion based on a percent or differential according to employee job performance. Motion carried.

**#13 MOVED:** by Kathy Noel, second by Marvin Besteman, to set the seasonal, excluding golf course personnel, starting wage for employees at \$10.00 per hour with a .25 cent increase upon returning the following year. Motion carried.

**#14 MOVED:** by Kathy Noel, second by Sheila Gaines, to increase Brandon Hetrick's wage to ten dollars (\$10.00) per hour and Rick Armentrout at eleven dollars (\$11.00) per hour with step increases upon their anniversary. Motion carried.

**#15 MOVED:** by Dan Mitchell, second by Kathy Noel, to approve the purchase and installation of one New Comfort Aire Ductless Mini-split 2-Ton Heat Pump A/C System including pad, line set, connection wire, labor and start-up from Great Lakes Service, Inc., not to exceed twenty-five hundred dollars (\$2,500.00). Motion carried.

Letter of Agreement for AFSCME Local 57 Bargaining Agreement tabled. Storm drains and sewer back-up policy tabled.

#### **BOARD MEMBER COMMENTS**

- Trustee Fountain informed the Board that the Golf Course can contact KCF for flowers.

#### **CORRESPONDENCE**

EUP Regional Planning- Rural Transportation Planning Process

Unemployment Insurance Agency-Spencer unemployment claim

Meeting adjourned at 8:20PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

UNAPPROVED

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 5, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Joe Micolo, Robert Norton, Fred McClendon, Ed Jenerou, and Brian Masterson.  
Attendance 9

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

**#1 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the May 5, 2014, meeting agenda. Motion carried.

**#2 MOVED:** by Marvin Besteman, second by Luanne Kooiman, to accept the April 21, 2014, meeting minutes as written. Motion carried.

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

General Fund	10,543.99
Fire Fund	494.55
Ambulance Fund	24,543.30
Property Management Fund	884.49
Parks Fund	67.79
Recreation Center Fund	3,319.45
Fairgrounds Fund	169.25
Golf Course Fund	6,540.95
Sewer Fund	33,386.06
Water Fund	5,817.38
Garbage Fund	129.17
Police Fund	10,894.39

Grand Total \$96,790.77

Ck # 43722-43780

Motion carried.

**SUPERVISORS REPORT**

- The township will need to post for an unlicensed lab operator willing to write for license within two years.
- The Fox Boiz Race Association is organizing stock car racing at the Community Park for this year.
- Memorial Day Parade is scheduled for May 24, 2014. Deedee Frasure is planning to sell refreshments after the parade here at the township hall.
- The township in conjunction with the Fair Board is looking to post tobacco free signs at the Fairgrounds.
- A special meeting is scheduled for 11:00AM on Monday, May 12, 2014, regarding a union employee grievance.
- Greens mower is in need of repairs.
- A well at the golf course has blown motor. Estimated cost of repairs is \$11,000.00.

**#4 MOVED:** by Sheila Gaines, second by Kathy Noel, to authorize the Township Supervisor to negotiate a contract for car racing with the Fox Boiz Race Association. Motion carried.

**#5 MOVED:** by Kathy Noel, second by Dan Mitchell, to post in-house for an unlicensed lab operator willing to write for license within two years. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Ryan Fountain, to repair the well pump at the golf course. Motion carried.

Norm Perkins DPW Superintendent submitted his letter of retirement. Golf Course Manager's report received.

**#7 MOVED:** by Marvin Besteman, second by Dan Mitchell, to, with regret, accept letter of retirement effective June 6, 2014, from Norm Perkins. Motion carried.

**PUBLIC COMMENTS**

- Could the township hook up a fire hose for use at the golf course?
- I think that the golf course is a far better asset to the township. We need to take money from the Recreation Center and move it over to the Golf Course Fund.

Planning Commission meeting minutes received for the record.

**#8 MOVED:** by Sheila Gaines, second by Kathy Noel, to hire Jack Slater and Terry Campbell Bjorne for the Golf Course Pro Shop as requested by the manager. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve hiring Paul Quinn Paramedic for the EMS Department. Motion carried.

No action taken on the letter of agreement with KCT and MI AFSCE.

Board discussed the Road & Utility Easement authorizing the DPW Committee to negotiate with Mr. Reid.

The DPW Committee requested that the Board schedule a Public Hearing for the State Revolving Fund Project Plan.

Sewer backups and storm drains were once again a topic of discussion.

**#10 MOVED:** by Sheila Gaines, second by Kathy Noel, to allow \$3,500.00 expenditure for Kids Fishing Day. Motion carried.

**#11 MOVED:** by Marvin Besteman, second by Sheila Gaines, to approve the Road Millage Maintenance & Repair Renewal language. Motion carried.

#### **BOARD MEMBER COMMENTS**

- Trustee Besteman commented on the trees that would be cut down for the Road Utility Easement.
- Clerk Gaines reminded everyone about the May 6, 2014, election.
- Trustee Noel expressed her disappointment regarding a letter submitted by Rick Bernhardt.

#### **CORRESPONDENCE**

Chippewa County Fair Board

Meeting adjourned at 8:45PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
UNION EMPLOYEE GRIEVANCE**

**May 12, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee

**MEMBERS ABSENT**

Ryan Fountain, Trustee  
Dan Mitchell, Trustee

Also, present Sue Cameron Local 57 Field Rep and Greg Wright Union President

Meeting called to order at 11:00AM by Supervisor Moore.

Facts surrounding the grievance from employee Frank Naccarato was discussed in length.

Union Field Rep Cameron requested a recess to review documentation and contacted Mr. Naccarato.

Recess: 11:45

Reconvene: 12:00

Field Rep stated that she received and reviewed all the information needed.

Meeting adjourned at 12:10PM

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 19, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

James Moore, Supervisor  
Marvin Besteman, Trustee

Also, present Fred McClendon, Mike Hoolsema, Norm Perkins, Greg Wright, Brian Masterson, Rodney Leask, Bill Palmer, Renee Gray, Brandon Hetrick, and Joe Micolo.

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

**#1 MOVED:** by Luanne Kooiman, second by Ryan Fountain, to appoint Kathy Noel to chair the meeting in the absence of the Supervisor. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Luanne Kooiman, to approve the May 19, 2014, meeting agenda with additions of reclassifying EMT John Matodobra to Advanced EMT status and employment application from Vida K. Horn EMT. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the May 5, 2014, meeting minutes as written. Motion carried.

**#4 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to pay the following bills.

General Fund	21,510.22
Fire Fund	1,926.81
Ambulance Fund	39,959.22
Property Management Fund	1,905.12
Parks Fund	87.93
Recreation Center Fund	6,503.03
Fairgrounds Fund	1,102.74
Golf Course Fund	11,498.86
Sewer Fund	48,636.69
Water Fund	11,224.85
Garbage Fund	11,381.61

Grand Total \$167,276.37

Ck# 43781-43856

Motion carried.

OES Director Tim McKee explained the purpose, description, Federal requirements, and plan adoption regarding the Hazard Mitigation Plan for Chippewa County. A complete copy of the plan is available at the township hall or online.

**#5 MOVED:** by Sheila Gaines, second by Ryan Fountain, to adopt resolution 2014-8 Hazard Mitigation Plan. Roll call vote all members present voted yes. RESOLUTION declared carried.

Treasurer Kooiman presented a contract agreement from GovPayNet for credit and debit card acceptance by the township. Board will review the agreement and it will be on the next regular meeting agenda.

### **SUPERVISORS REPORT**

- Chippewa County Road Commission will close Ploegstra Rd. to through traffic from Mackinac Trail to Tilson Rd. Watch for detours.
- Family Dollar property purchase is final. The Township received a direct deposit for \$46,215.00. They should be breaking ground any time.
- Public Hearing for proposed project construction at DPW is scheduled for June 17, 2014, here at the township beginning at 7:00pm.
- More tobacco free signs will be posted on the fairgrounds to remind smokers of the township no smoking policy.
- DTE will be installing /upgrading meters with an advanced metering transmitter that allows them to remotely read meters for natural gas use.

Supervisor Moore also requested three new appointments.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to appoint Herman Calkins as Zoning Administrator. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Luanne Kooiman, to appoint Carolyn Hall to the Planning Commission. Motion carried with one no vote.

**#8 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to appoint John Kane to the Planning Commission. Motion carried with two no votes.

### **PUBLIC COMMENTS**

- I was not planning on continuing to serve on the Planning Commission but would have liked to have been asked.
- It is unethical for the Supervisor to appoint Carolyn Hall.
- The Rec Center budget is \$174,000.00 how can the Board justify keeping it open?
- The school millage did not pass how can you ask for a recreation millage?

Reports received from Greens Superintendent Palmer, Fire Chief Jenerou, Rec Director Frasure and Police Chief Micolo.

Personnel Committee, Golf Course and Police Board meeting minutes received

**#9 MOVED:** by Sheila Gaines, second by Ryan Fountain, to approve repairs of the 1998 Greensmaster cost not to exceed \$4,000.00. Motion carried.

**#10 MOVED:** by Ryan Fountain, second by Luanne Kooiman, to approve annual the purchase of fertilizer and insecticide cost not to exceed \$5,000.00. Motion carried.

**#11 MOVED:** by Sheila Gaines, second by Ryan Fountain, to approve hiring Cory Gillett and Chris Decker effective June 2, 2014, as greens laborers, at an hourly pay rate of \$7.40. Motion carried with one no vote.

**#12 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve the transfer of Greg Wright from the Maintenance Department to the Unlicensed Lab Operator position with the understanding that he must obtain his Class D Sewer License within two attempts. Pay rate will be determined at a later date however for now it will remain at \$14.25 per hour since he will also continue to help out in the maintenance dept. Motion carried.

The Township will enter into an agreement with current DPW Supervisor Norm Perkins upon his retirement June 6, 2014. Norm holds the license necessary to run the plant.

**#13 MOVED:** by Sheila Gaines, second by Dan Mitchell, to approve the transfer of Brian Masterson from Lab Operator to Plant Supervisor at a salary of \$52,500.00 effective June 7, 2014 with the understanding that he must obtain his Class B Waste Water license and the S2 Water license within a two year period. Motion carried.

Two bids were received for a new tank for the Fire Department's tanker truck. Bids were received from U.S. Tanker \$101,879.00 and Sutphen Corp. \$148,217.00, along with information for financing.

**#14 MOVED:** by Dan Mitchell, second by Luanne Kooiman, to approve the purchase of a new tank from US Tanker and agree to the \$30,000.00 down and finance \$91,879.00 from Public First National. Motion carried.

**#15 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to reclassify John Matodobra from EMT to Advanced EMT with an additional fifty cents per hour effective April 27, 2014. Motion carried.

**#16 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to approve hiring Vida K. Horn part-time EMT for the EMS Department pending drug screen and physical.  
Motion carried.

**BOARD COMMENTS**

- Trustee Fountain - still looking into batting cages at the Rec Center.
- Clerk Gaines - the township will receive a lap top for processing voters at the polls through the Help America Vote Act (HAVA) Grant.
- Trustee Mitchell - the Board never made a decision on how to fund the cost of storm drains.

**CORRESPONDENCE**

Chippewa County Road Commission  
2014 Chippewa County Natural Hazards Mitigation Plan

Meeting adjourned at 8:15PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 2, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jim Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Deedee Frasure, Fred McClendon, Brian Masterson, Franklin Noha, Brandon Hetrick, Joe Micolò, and Norm Perkins.

Attendance 15

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

**#1 MOVED:** by Dan Mitchell, second by Kathy Noel, to approve the June 2, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the May 12, 2014, special meeting minutes and the May 19, 2014, regular meeting minutes as written. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to pay the following bills.

General Fund	11,481.63
Fire Fund	760.73
Ambulance Fund	25,119.16
Property Management Fund	698.97
Parks Fund	452.54
Recreation Center Fund	3,203.96
Fairground Fund	1,538.51
Golf Course Fund	18,416.55
Sewer Fund	33,329.82
Water Fund	7,564.24
Police Fund	8,505.93

Grand Total \$111,072.04

Ck#43857-43901

Motion carried.

### **SUPERVISORS REPORT**

- Memorial Day Parade went well. Deedee and the girls did a great job. Lots of participation.
- Ploegstra Road repairs will take place soon.
- Family Dollar is breaking ground.
- The Recreation Center received \$23,032.50 from the Sault Tribe \$6,500.00 is for Kids Fishing Day. The balance of \$16,532.50 is for operating expenses.
- Kids Fishing Day is June 7, 2014, from 9:00am – 2:00pm.
- The Golf Course took in \$4,100.00 more this May compared to last May.
- Please remember to get a burn permit from the DNR before you start any fires.

### **PUBLIC COMMENTS**

- You only got \$23,000.00 from the Tribe and it is costing \$173,000.00 to run the Rec Center. Something must be done.
- I do not see any postings for the Planning Commissions Public Hearing. Are you trying to confuse people or just hide something?

Board received monthly reports from Chief of Police Micolo and Golf Course Manager Norton.

Planning Commission Meeting Minutes received.

Treasurer Kooiman presented an agreement from govpay.net. The company will provide all the software for debit and credit cards to be used for tax, water, golf, ambulance and other payments to the township. The service is free to the township but will charge the customer who chooses to pay by this method.

**#4 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to enter into an agreement with govpay.net for the use of credit and debit cards. Motion carried.

**#5 MOVED:** by Sheila Gaines second by Marvin Besteman, to approve the Dafter Township Ambulance Agreement annual payment of \$40,000.00 per year for up to 55 EMS runs and \$700.00 per each additional response. Motion carried.

**#6 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the Rudyard Township Ambulance service Agreement annual payment of \$40,000.00 per year for up to 55 EMS runs and \$725.00 per each additional response. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Ryan Fountain, to hire Jacob Kaminski part time seasonal for the Golf Course pending physical and drug screen. Motion carried with one no vote.

**#8 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to enter into an agreement with Robert Norton to manage the golf course pro shop and authorize Supervisor to sign. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Dan Mitchell, to hire Lawrence McKerchie part time seasonal laborer for the township pending physical and drug screen. Motion carried with one no vote.

**#10 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to write of ambulance accounts dos 5/2/13 deceased \$182.87, dos 2/8/14 no treatment not transport \$150.00, dos 5/14/07 \$930.00, dos 5/16/07 \$1469.00, dos 5/26/07 \$948.00, 4/2/07 \$939.00, 5/2/06 \$1435.00, 4/30/07 \$948.00, 4/14/07 \$1560.00, 4/29/07 \$91.92, 4/27/07 \$95.66, 2/17/07 \$1048.00 and 4/7/07 \$218.48 all past statute. Total write offs ten thousand fifteen dollars and ninety three cents.

**#11 MOVED:** by Sheila Gaines, second by Kathy Noel, to hire John Clark Basic EMT for the EMS Department pending Drug Screen and Physical. Motion carried.

**#12 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve the EUPHA Lease Agreement and authorize the Supervisor to sign. Motion carried.

**#13 MOVED:** by Sheila Gaines, second by Kathy Noel, to transfer Clark R Armentrout from part time seasonal to full time laborer for the Department of Public Works effective June 3, 2014. Motion carried.

**#14 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to transfer Todd Godfrey from full time laborer to full time maintenance and Brandon Hetrick from part time seasonal laborer to full time maintenance for the Department of Public Works effective June 3, 2014. Motion carried.

**#15 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to appoint Rodney Leask maintenance foreman for the Department of Public Works effective June 3, 2014. Motion carried.

**CORRESPONDENCE**

Sault Tribe Denial of 2% Request for EMS  
Chippewa County Fair Board  
Northern Transitions, INC. Recycling trailers drop off sites

Meeting adjourned at 7:20PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 16, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Judy Wright, Ed Jenerou, Fred McClendon, and Bill Palmer.  
Attendance 11

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

**#1 MOVED:** by Marvin Besteman, second by Dan Mitchell, to approve the June 16, 2014, meeting agenda as written. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the June 2, 2014, regular meeting minutes with correction of two spelling errors on page two. Motion carried.

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

General Fund	14,688.39
Fire Fund	2,026.60
Ambulance Fund	41,092.89
Property Management Fund	2,207.87
Parks Fund	349.09
Recreation Center Fund	6,039.60
Fairgrounds Fund	3,564.72
Golf Course Fund	26,021.41
Sewer Fund	60,036.48
Water Fund	9,215.54
Garbage Fund	11,675.61
Police Fund	10,809.76

Grand Total \$192,727.96

Ck#43902-43972

Motion carried.

**SUPERVISOR'S REPORT**

- Sault Tribe is conducting a Public Transit Study. Meetings are being held in several areas there will be one at the Kinross Recreation Center June 25, at 9:00am. Residents can complete a short survey at [www.surveymonkey.com/s/G3BPDV8](http://www.surveymonkey.com/s/G3BPDV8).
- I-75 at the Rudyard exit will be closed beginning Wednesday. Motorists are detouring down Mackinaw Trail to M-134.
- The Chippewa County Road Commission plans to have their new salt barn, on Kinross Lake Road, built by winter.
- Sault Tribe has agreed to cover the cost to repair four roads in the Special Assessment District.
- Art Reid is cutting trees down on his property on Country Wood Dr. Brian Masterson and Rick Bernhardt are meeting with Art Reid tomorrow morning.
- Public Hearing for the DPW State Revolving Fund will be held tomorrow night at 7:00PM.

**PUBLIC COMMENTS**

- Apparently, the Township Administrative Office does not have a copy of Payne & Dolan's special use application.
- Would you explain the Resolution on the agenda tonight?

Monthly report received from Bill Palmer, Joe Micolo and Deedee Frasure. Accountant Hoolsema submitted information regarding income & expenditures for the Road Millage Fund.

**#4 MOVED:** by Sheila Gaines, second by Marvin Besteman, to approve pay increases for Golf Course employees Tim Stallman, Jared Clark and Scott Coffey from \$7.40 to \$8.10. Motion carried.

**#5 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the purchase of fungicide for the golf course from Residex, LLC. With the cost not to exceed \$3,700.00. Motion carried.

**#6 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to approve the reappointments of Shawn Aston and Herman Calkins to the Kinross District Police Board for an additional 6-year term. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the Northern Great Lakes Fur Harvester Lease Agreement for use of the Fairgrounds from September 18 – September 21, 2014. Motion carried.

**#8 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve lease agreement signed by Tim Hoolsema for the Lamb Pool on October 11, 2014. Motion carried.

**#9 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to use Road Fund Millage money to maintain surfaces of roads by removing the water. Roll call vote Moore Yes, Gaines Yes, Kooiman Yes, Noel Yes, Besteman Yes, Fountain Yes and Mitchell No. Motion carried.

**#10 MOVED:** by Dan Mitchell, second by Sheila Gaines, to approve the Contractual Agreement between Norm Perkins and Kinross Charter Township. Motion carried.

**#11 MOVED:** by Jim Moore, second by Kathy Noel, to reappoint Rick Bernhardt to the DPW Advisory Committee. Motion carried with one no vote.

**#12 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to increase the Zoning Administrator Herman Calkins hourly pay rate from \$9.00 to \$10.00 per hour. Motion carried.

**#13 MOVED:** by Marvin Besteman, second by Luanne Kooiman, to adopt Resolution 2014-9 to transfer money from sale of property on M-80 to the Public Improvement Fund. Roll call vote all members present voted yes RESOLUTION adopted.

**BOARD MEMBER COMMENTS**

- Treasurer Kooiman stated that she attended Kids Fishing Day but was disappointed with all the adults fishing in area designated for the children.
- The estate of Patricia Mackie left a generous donation to Kinross Ambulance Department in the amount of \$35,689.11.

**CORRESPONDENCE**

Donation from the estate of Patricia Mackie for the Ambulance Dept.  
Howard Schweikert Resignation from DPW Advisory  
Cloverland Electric Notice of Public Hearing  
Centurytel Lease

Meeting adjourned at 7:40PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING/PUBLIC HEARING  
STATE REVOLVING FUND PROJECT PLAN DRAFT**

**June 17, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Jeff Pugh, Kathy Wilds, Brian Masterson, DPW Advisory Committee members Bernhardt and Gaines.

Attendance 2

Supervisor Moore called the meeting to order at 7:00PM explained the purpose of the hearing.

Public Hearing called to order at 7:05PM.

Jeff Pugh Engineer from Fleis & Vandenbrink presented a power point presentation on the six alternatives. Alternative #1 is to take no action. Alternative #2 Regional Alternative would be to truck all waste to Sault Ste Marie.

Alternative #3 - Optimize Existing Facilities & Utilize Excess Biogas.

Alternative #4 - Augment Biogas Production for Heating estimated project cost \$7,851,000.

Alternative #5 - Utilize Biogas for CHP Estimated project cost \$9,644,000.

Alternative #6 - CHP and Beneficial Reuse of Bio-solids estimated project cost \$12,152,000.

Determination by the Advisory Committee would be to go with Alternative #5 as it incorporates all the improvements included in Alternative 4 but includes provisions to accept enough food waste to power a combined heat and power unit to meet most of the plats power and heat requirements. Alternative #5 maximizes the energy production within the existing digester tanks footprint by equipping the digester with effective mixing and maximizing the organic loading rate to 141 lb. per day.

The biogas would be used to not only meet the heating requirement to heat the digester and buildings, but also to operate a biogas-powered electric generator with only a small amount of purchased natural gas to supplement the biogas in the winter.

A significant amount of digester “food” would need to be received in order to maximize the biogas production capacity available in the existing anaerobic digestion system. The additional food would result in additional bio-solids, requiring handling and disposal. The magnitude of the

additional bio-solids production would require 0.5 million gallon additional on-site storage capacity and additional cost to truck, and land apply, the greater volume of Class B bio-solids produced.

This alternative is feasible assuming that suitable long term contracts will be negotiated with each major local source. Potential additional local source of volatile solids food waste is Smith Sanitation, waste hauler, after source separation.

The estimated capital cost of Alternative #5 is \$9.64 million. This alternative includes combined heat and power to reduce natural gas and electrical costs by approximately \$155,000.00 annually. The acceptance of food waste is expected to generate approximately \$186,000.00 per year in tipping fee revenue. After taking into consideration the additional electricity needed to operate the digester mixing pumps, and other new equipment, and the additional disposal cost for an increased amount of bio-solids, the net operation maintenance savings is estimated as \$675,000.00 per year.

The revolving fund loan would cost each user approximately \$4.70 additional per month.

**PUBLIC COMMENTS**

None

With no further discussion, no comments, and no mailings for or against the project, Supervisor Moore closed the Public Hearing at 8:15PM.

**MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution Adopting a Final Project Plan for Wastewater System Improvements and Designating an Authorized Project Representative. Roll call vote all members present voted yes. RESOLUTION declared carried.

Meeting adjourned at 8:20PM.

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Sheila M. Gaines, Clerk

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 7, 2014**

**4884 W. Curtis St**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Dan Mitchell, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also, present Bill Palmer, Brian Masterson, Fred McClendon, Joe Micolo, and Renee Gray.  
Attendance 8

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

**#1 MOVED:** by Kathy Noel, second by Sheila Gaines, to approve the July 7, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Ryan Fountain, to accept the June 16, 2014, regular meeting minutes and the June 17 and 25, 2014, special meeting minutes as written. Motion carried.

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

General Fund	11,362.93
Fire Fund	1,232.29
Ambulance Fund	30,337.59
Property Management Fund	1,276.68
Parks Fund	1,551.06
Recreation Center Fund	6,236.54
Fairgrounds Fund	4,128.62
Golf Course Fund	17,713.19
Sewer Fund	62,929.72
Water Fund	7,484.23
Garbage Fund	11,651.57
Police Fund	8,283.32

Grand Total \$164,187.74

Ck#43973-44062

Motion carried.

### **SUPERVISOR'S REPORT**

- Ploegstra Road is complete.
- I-75 south still under construction.
- North side of Gaines Highway will be widened.
- Thompson Road and roads in Kincheloe will see construction in August.
- Chippewa County Road Commission's salt barn on Lake View Road should be complete by winter.

### **PUBLIC COMMENTS**

- Has the Road Commission submitted anything in writing regarding responsibility of storm drains?

Accountant Hoolsema notified the Board about recent investments made by Treasurer Kooiman on behalf of the township. The Board received a monthly report from Chief of Police Micolò.

Board reviewed meeting minutes from the Police Board and Planning Commission.

**#4 MOVED:** by Dan Mitchell, second by Luanne Kooiman, to waive rights to purchase foreclosed property, 008-250-300-00, from the county. Motion carried.

**#5 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve DPW employee Greg Wright's hourly wage according to the union contract retroactive June 16, 2014. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Dan Mitchell, to approve Bridgeway complete repairs on the irrigation pump at a cost of \$3,478.00. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve repairs to the Smithco Big Vac cost of \$3,800.00. Motion carried.

**#8 MOVED:** by Sheila Gaines, second by Dan Mitchell, to hire Jamie Lordson Volunteer Fire Fighter pending physical and drug screening. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to hire Daniel Reck part time EMT Basic pending physical and drug screening. Motion carried.

**#10 MOVED:** by Sheila Gaines, second Luanne Kooiman, to approve the Accumed Ambulance billing contract agreement. Motion carried.

**#11 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to approve new software company agreement used by Accumed for ambulance billing services. Motion carried.

**#12 MOVED:** by Kathy Noel, second by Luanne Kooiman, to adopt new ambulance fees for services: Treat No Transport \$250.00, Mileage \$13.50 and Wait Time \$60.00 per ½ hour. Motion carried.

**#13 MOVED:** by Sheila Gaines, second by Jim Moore, to hire Cutting Edge Forest Products, LLC to clear cut remaining trees in the utility right-of-way for water & sewer lines between Country Club Drive and Gaines Highway. Motion carried.

**#14 MOVED:** by Kathy Noel, second by Luanne Kooiman, to hire Reid Contractors Inc. to remove stumps and stack them to the side of the utility right-of-way on the first 661 feet from Country Club Drive. Cost not to exceed \$2,900.00. Motion carried.

**#15 MOVED:** by Jim Moore, second by Kathy Noel, to authorize the purchase of new valve for DPW trickling system from Crane Engineering. Cost not to exceed \$5,000.00. Motion carried.

**BOARD MEMBER COMMENTS**

- Treasurer Kooiman - Summer Tax bills mailed. Still have three delinquent personal property tax parcels. I will file small claims if not paid by the end of month.

**CORRESPONDENCE**

Chippewa County Fair Board  
MTA  
Community Liaison Committee

Meeting adjourned at 7:50PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 21, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila M. Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Joe Micolo, Mike Hoolsema, Deedee Frasure, Fred McClendon, and Arthur Brood.

Attendance 9

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

**#1 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to approve the July 21, 2014, meeting agenda with addition of township investments. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the July 7, 2014, regular meeting minutes as written. Motion carried.

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

General Fund	21,433.31
Fire Fund	6,636.26
Ambulance Fund	36,304.11
Property Management Fund	2,603.26
Parks Fund	277.17
Recreation Center Fund	4,167.32
Fairgrounds Fund	3,597.46
Golf Course Fund	23,251.67
Sewer Fund	117,413.02
Water Fund	15,224.52
Garbage Fund	9,786.30
Police Fund	11,016.69

Grand Total

\$248,712.09

Ck# 44063-44143

Motion carried.

**SUPERVISORS REPORT**

- Road Commission salt barn will be up soon.
- I-75 will hopefully be completed by July 31.
- Street bids will be let in August. Ploegstra Road is completed.
- The Sault Tribe will meet tomorrow regarding the easement.
- We will need to contact Jim White to rewrite easement for property owned by Art Reid.

**PUBLIC COMMENTS**

- Resident stated that motion number 11 of March 17, 2014 to table “*to use of road fund monies to clean out storm drains*” did not match the motion made on June 16, 2014 motion #9 “*to use Road Fund Millage money to maintain surfaces of roads by removing the water*”.

**#4 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to approve the purchase five new chemical feed pumps as requested by DPW Superintendent Brian Masterson, cost not exceed eight thousand eight hundred seventy-five dollars (\$8,875.00). Motion carried.

**#5 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to transfer thirty thousand dollars (\$30,000.00) from the Soo Co-op Credit Union money market account to the general LPL Financial account. Motion carried.

**#6 MOVED:** by Jim Moore, second by Kathy Noel, to appoint Barb Hampton to the Zoning Board of Appeals as the Planning Commission representative. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Marvin Besteman, to rescind motion #11 of March 17, 2014 and motion #9 of June 16, 2014, regarding use of road millage money used for road maintenance. Roll call vote Kooiman no, Besteman yes, Moore yes, Mitchell yes, Fountain yes, Gaines no and Noel yes. Motion carried.

**#8 MOVED:** by Kathy Noel, second by Dan Mitchell, to approve that the Clerk’s office adds approved and issued dates to Special Use Permits. Motion carried.

Planning Commission and Recreation Committee meeting minutes received.

**#9 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the Recreation and Parks Millage Request for the November 2014 election with correction clerical error by changing “*Part*” to *Park*. Motion carried.

**BOARD COMMENTS**

- Trustee Noel - the grant for fire fighters was denied by FEMA
- Treasurer Kooiman - training for the acceptance of credit and debit cards will be mid August. Our assistant to the Assessor, Carole McClean, who was hired to do door-to-door assessments, has quit and 200 homes remain without assessments.

Meeting adjourned at 7:30PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**August 4, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Joe Micolò, Renee Gray, Brian Masterson, and Fred McClendon.

Attendance 8

Supervisor Moore called the meeting to order at 7:15PM and led the Pledge of Allegiance.

**#1 MOVED:** by Jim Moore, second by Luanne Kooiman, to approve the August 4, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to accept the July 21, 2014, regular meeting minutes as written with one correction to Board Comments Treasurer Kooiman stated that 200 homes remain without “updated inspections” not assessments. Motion carried.

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

General Fund	14,437.97
Fire Fund	5,987.13
Ambulance Fund	39,636.58
Property Management Fund	1,392.55
Parks Fund	2,039.77
Recreation Center Fund	5,511.71
Fairgrounds Fund	5,096.93
Golf Course Fund	31,483.67
Sewer Fund	61,800.22
Water Fund	46,014.67
Garbage Fund	90.05
Police Fund	8,974.45

Grand Total \$222,465.70

Ck# 44144-44206

Motion carried

Adam Gandolfi, Township's Insurance Agent from Municipal Underwriters, briefed the Board on where the township stands on Work Comp Claims and Property and Casualty. Work Comp Claims are way down to lowest ever at .75% a savings to the township of twenty-four thousand dollars. Property and Casualty remains the same with no increase. The township has applied and been granted two grants from Risk Control - one for cameras at the Rec Center and one for back up cameras for the Ambulance Department. Adam also informed the Board that the Par Plan, like the Accident Fund, now has a dividend fund.

Elizabeth Suggitt from UPEHA in SSM requested support of a Resolution supporting their gaming license for charitable events.

**#4 MOVED:** by Jim Moore, second by Luanne Kooiman, to adopt Local Governing Body Resolution for Charitable Gaming Licenses for UPEHA. Roll call vote all members present voted yes. Resolution declared carried.

#### **SUPERVISORS REPORT**

- The Sault Tribe has agreed to adopt all roads in Kincheloe where they have homes and pay 50% of the cost of repairs. Thompson and Lockhart will be worked on this summer/fall as well as four roads in the Kincheloe area.

#### **PUBLIC COMMENTS**

- The Tribe has done nothing for this community why would you allow them to take over our roads? What about Gaines Highway when will the striping be done? This Board is not capable of running this township.

Board received monthly reports from Chief of Police Micolo and Golf Course Manager Norton. Police Board Meeting minutes received.

EMS Director Gray submitted information of items the department would like to purchase with a portion of the \$35,689.00 donated from Patricia Mackie estate.

**#5 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to allow the EMS Director Gray spend up to \$10,000.00 of the donated money from the Mackie estate. Motion carried.

**#6 MOVED:** by Jim Moore, second by Sheila Gaines, to appoint George Pierce to the Zoning Board of Appeals. Motion carried.

**#7 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to contract with Elizabeth Clemens for Assessing Technician and allow Supervisor to sign contract agreement. Motion carried.

**#8 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2014-1 Approval of Estimated Costs & Expenses for Police Protection. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#9 MOVED:** Jim Moore, second by Luanne Kooiman, to adopt Resolution 2014-2 Filing of Special Assessment Roll & Notice of Public Hearing. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#10 MOVED:** by Sheila Gaines, second by Dan Mitchell, to adopt Resolution 2014-11 Sault Tribe of Chippewa Indians, Bureau of Indian Affairs Right of Way. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#11 MOVED:** by Jim Moore, second by Sheila Gaines, to adopt Resolution 2014-12 Budget Adjustment. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#12 MOVED:** by Jim Moore, second by Marvin Besteman, to hire Randall Kaminski part-time seasonal for the Golf Course. Motion carried.

DPW Superintendent Masterson requested bids for two new vehicles from four local dealers. Two dealers responded: Rodenroth Motors and Soo Motors. Total cost for two Chevrolet Equinoxes from Rodenroth \$39,500.00 and Soo Motors bid for two Escape LTD AWD \$43,647.00. Brian requested approval of the two Equinox vehicles.

**#13 MOVED:** by Kathy Noel, second by Sheila Gaines, to allow the DPW Superintendent to purchase two 2012 Chevy Equinoxes from Rodenroth Motors cost not to exceed \$39,500.00. Motion carried.

### **BOARD COMMENTS**

- August 9, is Fun Day at the Rec Center from 10am to 4pm.
- August 15, there is a horseshoe tournament at the Malamute. This is a fund raiser for the Rec Center.
- Golf scramble fund raiser at the Oaks also coming for the Rec Center.
- The November ballot will have a request for two mills for the Rec Center, Community Park, Duke Lake and Kinross Lake.
- Election day tomorrow. Polls are open from 7:00am - 8:00PM.
- Township is looking into frizbee golf. Meeting will be held in September or October.

### **CORRESPONDENCE**

Charter Communications- KCT Franchise Renewal  
CCHD- Kinross Community Park Smoke Free

Meeting adjourned at 8:20PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**August 18, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Fred McClendon, Brian Masterson, Dee Dee Frasure, Joe Micolo, and Bob Norton.

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

**#1 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the August 18, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to accept the August 4, 2014, regular meeting minutes as written. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to pay the following bills.

General Fund	13,693.96
Fire Fund	4,200.07
Ambulance Fund	42,387.39
Property Management Fund	9,204.38
Parks Fund	810.14
Recreation Center Fund	4,861.28
Fairground Fund	2,945.99
Golf Course Fund	17,661.68
Sewer Fund	47,975.38
Water Fund	49,569.38
Garbage Fund	11,466.05
Police Fund	13,066.34

Grand Total \$217,842.04

Ck# 44207-44279

Motion carried.

**SUPERVISORS REPORT**

- Road Commission should be working on Gaines Highway striping within the next couple weeks.
- We have a prospect for the hotel.

**PUBLIC COMMENT**

- How much money has been taken out of reserves?
- When will the audit report be done?
- If the general fund gave money to the golf course and the course has reserves shouldn't the money be paid back?
- Thank you for looking ahead where budgets are concerned Mr. Besteman.

Monthly report received from Rec Director Frasure. Board received meeting minutes from the Park & Rec and Planning Commission.

**#4 MOVED:** by Marvin Besteman, second by Kathy Noel, to approve the Rec Director's 2% percent application for permanent funding of \$45,000.00 and a 2% application for \$4,500.00 for after school programming. Motion carried.

**#5 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to hire Nick Smart part-time Paramedic for the EMS Department pending physical and drug screen. Motion carried.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to allow the EMS Director to purchase an Economy Adult Airway Mannequin, IV Arm, IV Hand & Arm, OB Mannequin and Little Anne Family Pack with Educational Grant Money in the amount of \$2,736.19. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Dan Mitchell, to approve R&J Outlet/Pam's Roof Repair to repair a portion of the Fire Hall's roof as quoted cost not to exceed \$5,500.00. Motion carried.

**#8 MOVED:** by Kathy Noel, second by Dan Mitchell, to adopt Agreement Resolution from the Chippewa County Road Commission to improve Kincheloe Street from Cedar Grove to Blueberry Road and Country Club Drive with the Township's cost being \$39,277.00. Roll call vote all members voted yes. RESOLUTION declared carried.

**#9 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to adopt Agreement Resolution from the Chippewa County Road Commission to improve Tamara Lynn Circle, Christopher Drive and Kristen Circle with the Township's share being \$11,240.00 and the Tribal share of \$30,000.00.

Roll call vote all members present voted yes. RESOLUTION declared carried.

Resolution agreement from CCRC to improve 12 Mile Road from Kinross Road westerly will be put on hold pending additional information from the Commission.

**#10 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution Agreement from the Chippewa County Road Commission to improve Ploegstra Road from Tilson Road easterly to Mackinac Trail with the Township's share being \$45,650.00. Roll call vote Moore, Gaines, Besteman, Noel, Mitchell, and Fountain yes, Kooiman no. RESOLUTION declared carried.

**BOARD MEMBER COMMENTS**

- Board members Fountain, Gaines and Noel commended Dee Dee, her staff and volunteers for the well-organized carnival at the Rec Center. Everyone seemed to enjoy themselves.
- Treasurer Kooiman stated that the Township is now capable of taking debit and credit card payments.

**CORRESPONDENCE**

CCFB Meeting Minutes

Department of Treasury emergency aide payment to the DPW

Meeting adjourned at 7:50PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

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

**September 2, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Dan Mitchell, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Kathy Noel, Trustee

Also, present Bill Palmer, Renee Gray, Deedee Frasure, Joe Micolo, and Herman Calkins.

Attendance 9

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

**#1 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to approve the September 2, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Ryan Fountain, to accept the August 18, 2014, meeting minutes as written. Motion carried.

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

General Fund	8,967.80
Fire Fund	7,503.10
Ambulance Fund	27,470.98
Property Management	352.29
Road Maintenance & Repair Fund	105.30
Parks Fund	1,696.70
Recreation Center Fund	3,634.42
Fairgrounds Fund	2,421.16
Golf Course Fund	8,933.96
Sewer Fund	50,946.79
Water Fund	5,279.08
Police Fund	7,070.64

Grand Total

\$124,382.22

Ck#44280-44332

Motion carried.

**SUPERVISORS REPORT**

- Gaines Highway is still scheduled for striping this year.
- Prison Liaison meeting is next Tuesday at 9:00 am.
- Special Assessment Public Hearing is tomorrow night at 7:00 pm.
- RAB will meet on the 16<sup>th</sup> of September here at the township hall.
- DPW has received a grant from the DEQ.
- Law suit against a Township Police Officer has been dropped.
- The CCRC Agreement for Kinross Road and Dafter is correct.

**#4 MOVED:** Sheila Gaines, second by Marvin Besteman, to approve the Resolution agreement with the CCRC to improve 12 Mile Rd. from Kinross Rd. westerly for 1.0 miles on township boundary with Dafter Township. Cost not to exceed \$32,749.00. Roll call vote Moore yes, Gaines yes, Kooiman yes, Besteman yes, Fountain yes, Mitchell yes, and Noel Absent. RESOLUTION declared carried.

Supervisor Moore discussed his spending limit of \$500.00. The amount is not enough when emergency repairs come up and requests an increase.

**#5 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to raise the Supervisor's spending limit from \$500.00 to \$1,000.00 without approval and up to \$2,500.00 with authorization from two additional board members. Motion carried.

**#6 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to allow the Golf Course Superintendent to spend up to \$1,200.00 for belts and bearings for the topdressor. Motion carried.

Supervisor Moore called the Public Hearing to order at 7:15 pm.

**PUBLIC COMMENTS**

- Where is the additional \$90,000.00 coming from for the Rec Center?
- The Rec Center has a \$172,000.00 budget the residents pay 90% of that budget and the Tribe pays 10% for their babysitting service.
- What do we charge the Fair Board for the use of the grounds during Fair time?
- DPW is running an ad for bids on vehicles.
- Rick Bernhardt, DPW Advisory member, reminded the Board that they have a vacancy on their Committee.
- How much money has been taken out of reserves?
- Is the street sweeper working and when is it out? Partridge, Parkside, and Club House Drive need sweeping badly.

Monthly reports were received from Bill Palmer Golf Course Superintendent and Chief Micolo. The Police Board submitted monthly meeting minutes for the Board's review.

**#7 MOVED:** by Sheila Gaines, second by Ryan Fountain, to hire Dave Postma part time seasonal for the golf course pending physical and drug screen. Motion carried.

**BOARD MEMBER COMMENTS**

- Ryan Fountain- the Golf Course looks great compared to other courses.
- Sheila Gaines- Deedee Frasure Rec Director, Dawn, Ashley, and all the volunteers did a great job at during the fair. They worked long hard hours.
- EMS Director Gray spoke on the R.W. Considine Foundation in which they will receive a \$10,000.00 Life-Stat Model 1008 mechanical CPR Device to enable personnel to perform CPR while in travel.

No additional comments, or letters, for or against the Park & Rec Millage. The Supervisor closed the Public Hearing at 7:40 pm.

**CORRESPONDENCE**

Considine Foundation- Donation to EMS  
Sales Agreement for Motel Interest  
MTA  
CCHD- Tobacco Free at the County Fair

**#8 MOVED:** by Sheila Gaines, second by Dan Mitchell, to adopt the Tax Levy Resolution for the 2014 Tax Request for Park & Rec. Roll call vote all members present voted yes Noel absent. RESOLUTION declared carried.

Meeting adjourned at 8:50 pm.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

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

**September 3, 2014**

**4884 West Curtis St**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Kathy Noel, Trustee  
Ryan Fountain, Trustee

Also, present Joe Micolò, Kent Wallace, Mitchell Smith, Daryl Meyette, Shawn Aston, Mike Brown, Carla Sare, and Herman Calkins.

Attendance 0

Supervisor Moore called the Public Hearing to order at 7:00PM.

Chief of Police Joe Micolò presented a power point presentation of the past years activities.

**PUBLIC COMMENTS**

No public present

The millage rate remains at 9.25 since 2010, taxable value in 2010 was \$19,393,708 and collected \$179,391.00. Today the taxable value is down to 17,618,203 and collections for the 2015-2016 will be \$162,968.00.

Detailed information is available at the township hall or on line at [www.kinross township-mi.gov](http://www.kinross township-mi.gov).

There were no comments or mailings in favor of or against the Special Assessment. The Public Hearing closed at 9:00PM.

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Sheila Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**September 15, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Dan Mitchell, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Also present US Army Corps of Engineers: Kevin Mieczkowski and Phyllis Hockett, Mike Hoolsema, Brian Masterson, Bill Palmer, Fred McClendon, Arthur Brood, Rick Bernhardt, Renee Gray, and Joe Micolo.

Attendance 14

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

**#1 MOVED:** by Marvin Besteman, second by Sheila Gaines, to approve the September 15, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Dan Mitchell, second by Luanne Kooiman, to accept the September 2, 2014, regular meeting minutes and the September 3, 2014, special meeting minutes as written. Motion carried.

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

General Fund	13,437.96
Fire Fund	1,075.91
Ambulance Fund	42,028.60
Property Management Fund	2,104.45
Road Maintenance & Repair Fund	25,258.50
Parks Fund	260.98
Recreation Center Fund	5,319.83
Fairground Fund	5,830.64
Golf Course Fund	12,809.10
Sewer Fund	41,263.10
Water Fund	7,651.31
Garbage Fund	11,566.59
Police Fund	10,066.33

Grand Total

\$178,673.30

Ck# 44333-44393

Motion carried.

Army Corps of Engineers representatives, Phyllis Hockett and Kevin Mieczkowski, discussed the Restoration Advisory Board and lack of interest in the last couple meetings. Phyllis and Kevin asked if the community wanted to move forward with clean up of the old air base. Former RAB member Don Sare had suggested that the Township Board members take over as RAB members.

**#4 MOVED:** by Dan Mitchell, second by Kathy Noel, to officially recognize the Township Board as the Restoration Advisory Board (RAB). Motion carried.

### **SUPERVISORS REPORT**

- Gaines Highway has been widened, but not to the specifications stated in the contract agreement. Both sides of the road should have been widened by four foot and they were not.
- Northbound I-75 will be open by the end of this month.
- County Road Commission will begin work on Kinross Road & H-40 within the next two weeks.

### **PUBLIC COMMENTS**

- DPW Chair Rick Bernhardt updated the Board on the State Revolving Fund & Green Project Reserve Funding.

**#5 MOVED:** by Jim Moore, second by Dan Mitchell, to direct DPW Superintendent Brian Masterson to move forward with installation of a new makeup air unit appropriately engineered to accept the components to be added under the SRF Funding. Motion carried.

**#6 MOVED:** by Marvin Besteman, second by Sheila Gaines, to allow DPW Superintendent Masterson to sell the 1999 Ford Taurus VIN ending in 511 to Kevin Steirley \$2,222.00 and the 1999 Ford Taurus VIN ending in 245 to Bill Palmer \$1,500.00. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Kathy Noel, to allow EMS Director Gray to hire Bryn Lymburner, Travis Behling, Terence O'Haire, and Chris Brockrath part time EMS employees pending drug screen and physicals. Motion carried.

**#8 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve Bill Palmer to purchase fungicide cost not to exceed \$1,300.00. Motion carried.

Township Accountant Hoolsema submitted information on the Township's investments. The Planning Commission meeting minutes were received. Chair Brood requested input from the Police Department regarding the township's noise ordinance. Golf Course committee's meeting minutes received for July and August. Request to appoint new committee members.

**#9 MOVED:** by Jim Moore, second Sheila Gaines, to appoint Richard Beale, Brian Masterson, and Wayne Hesselink Jr. to the Golf Course Committee. Motion carried.

**#10 MOVED:** by Luanne Kooiman, second by Dan Mitchell, to adopt Resolution 2014-3 Confirmation of Special Assessment Roll; Lien Payment and Collection of Special Assessment for Police Special Assessment. Roll call vote all members present voted yes RESOLUTION declared carried.

**#11 MOVED:** by Jim Moore, second by Sheila Gaines, to approve the Centurylink Lease Amendment Agreement and authorize the Supervisor to sign. Motion carried.

**CORRESPONDENCE**

DEQ 2015- Clean Water State Revolving Fund (CWSRF),  
Strategic Water Quality Initiatives Fund (SWQIF) and Project Priority Lists

Board received a ten point plan from Steve Ball for the hotel located on M-80.

Meeting adjourned at 8:15PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 6, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Ryan Fountain, Trustee  
Kathy Noel, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Mike Hoolsema, Ed Jenerou, Brian Masterson, Deedee Frasure  
Renee Gray.  
Attendance 10

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

**#1 MOVED:** by, Kathy Noel, second by Luanne Kooiman, to approve the October 6, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the September 15, 2014, meeting minutes as written. Motion carried.

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

General Fund	19,890.14
Fire Fund	2,536.00
Ambulance Fund	53,502.22
Property Management Fund	1,700.51
Parks Fund	1,452.49
Recreation Center Fund	6,435.75
Fairgrounds Fund	4,027.65
Golf Course Fund	17,608.26
Sewer Fund	88,866.32
Water Fund	14,106.07
Garbage Collection Fund	106.62
Police Fund	14,323.67

Grand Total \$224,555.70

Ck# 44394-44494

Motion carried.

**SUPERVISORS REPORT**

- I-75 north should be open on Wednesday.
- Paving in Kincheloe to begin in about a week.
- Fox Racing Schedule has been submitted.
- Striping on Gaines Highway will be next week.
- Superior Fab open house October 19, 2014, beginning at 12:00PM the public is welcome.
- Signature petition received for Community Watch Police Department is in charge. Applications available in the township office.
- DPW Superintendent Masterson has applied for a State Disaster Contingency Grant for 2014 freeze.

**PUBLIC COMMENTS**

- When will the land contract for the hotel go into effect?
- Why do we have so many delinquent water bills?

Damage from the wind storm to the Fire Departments roof discussed. One bid received from Great Lakes Roofing. Kaysner Roofing and Whiskey River were also contacted no quotes received. This is an insurance claim but nothing received yet as to how much, if any, they will pay.

**#4 MOVED:** by James Moore, second by Dan Mitchell, to accept bid from Great Lakes Roofing for repairs on the Fire Departments roof cost of \$30,100.00. Motion carried.

**#5 MOVED:** by Kathy Noel, second by Sheila Gaines, to appoint Brian Krause and Bryce Lindahl to the Kinross Volunteer Fire Department pending LEIN check, physical and drug screening. Motion carried.

Monthly reports received from Police Chief Micolo and Golf Course Manager Norton. Police Board meeting minutes reviewed.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to accept the 10 point plan from Silver Valley Development for the purchase of the hotel located on M-80 and incorporate the 10 point plan in the land contract. Motion carried with one no vote.

**#7 MOVED:** by Sheila Gaines, second by Dan Mitchell, to adopt Resolution 2014-15 Sale of Property located at 4952 West M-80. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#8 MOVED:** by Kathy Noel, second by Dan Mitchell, to adopt Resolution 2014-14 State Disaster Contingency Fund Grant. Motion carried.

**#9 MOVED:** by Jim Moore, second by Kathy Noel, to place delinquent water & sewer bills in the amount of nine thousand five hundred sixty three dollars and thirty eight cents as tax liens on the 2014 tax bills. Motion carried.

**#10 MOVED:** by Sheila Gaines, second by Dan Mitchell, to appoint George Pierce to the DPW Advisory Committee. Motion carried.

Lake Michigan CPA Services, PLC owner, Sara Kanitz, presented the audit report. She states that this is the best year ever and the audit went extra smooth. The township has good accounting procedures. The township's total net position decreased by \$7,294.00 to \$10,163,051.00. Business activities decreased \$58,441.00 while governmental activities increased \$51,147.00. The township's total cash and investments have increased by \$171,025.00. The general fund experienced one of the largest increases of all the departments. It is obvious that the township is running a tight ship.

A full copy of the audit report is available at the township hall and on line at [Kinrostownship-mi.gov](http://Kinrostownship-mi.gov).

**#11 MOVED:** by Sheila Gaines, second by Marvin Besteman, to accept the audit report as presented. Motion carried.

#### **BOARD COMMENTS**

- Trustee Fountain- all the baseball fields will be reorganized next spring at the Rec Center. Playground equipment will be placed at the front of the building.

#### **CORRESPONDENCE**

Fair Board- Meeting Minutes

Mika Meyers Beckett & Jones-Sewer System Improvement Project

Gary Swisher- Handicapped Accessibility at Lake

Meeting adjourned at 8:00PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 20, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Ryan Fountain, Trustee  
Kathy Noel, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Sheila Gaines, Clerk

Also, present Judy Wright, Ed Jenerou, Bob Norton, Joe Micolo, and Fred McClendon.  
Attendance 9

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

**#1 MOVED:** by, Kathy Noel, second by Dan Mitchell, to approve the October 20, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the October 6, 2014, meeting minutes as written. Motion carried.

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

General Fund	\$ 12,293.19
Fire Fund	1,850.84
Ambulance Fund	39,021.49
Property Management Fund	2,282.77
Parks Fund	227.34
Recreation Center Fund	4,283.51
Fairgrounds Fund	5,302.56
Golf Course Fund	20,316.32
Sewer Fund	114,786.24
Water Fund	10,971.18
Garbage Collection Fund	11,501.56
Police Fund	11,204.05

Grand Total \$235,041.05

Ck# 44495-44557

Motion carried.

**SUPERVISORS REPORT**

- Our insurance company has reimbursed us for repairs to the fence at the Fairgrounds and the roof on the Fire Hall.
- We have closed on the sale of the motel. The title company will be collecting the land contract payments. There is some old paperwork that needs to be brought up to date, but otherwise the closing went smoothly.
- The County Road Commission will be contacted about several matters in the Township within the next week.
- We are working on a water leak issue at the Post Office that is affecting the flooring.
- There is a company in the area testing sentinel wells for RAB.

**#4 MOVED:** by Jim Moore, second by Ryan Fountain, to approve the contract with Fox Boyz Racing for 2015. Motion carried.

**#5 MOVED:** by Luanne Kooiman, second by Marv Besteman, to invest \$20,000.00 in a five-year certificate of deposit at LPL Financial. Motion carried.

**PUBLIC COMMENTS – None**

The Park & Rec Committee minutes, Administrator Frasure’s report, and the Planning Commission minutes were received for review.

**#6 MOVED:** by Marv Besteman, second by Kathy Noel, to allow the Fire Chief to purchase two pair of bunker pants from Alpena Fire Equipment at a cost of \$596.50 each. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Dan Mitchell, to accept the Planning Commission’s recommended changes to the special uses sections of the Zoning Ordinance #1.100. Motion carried.

**BOARD COMMENTS**

- Trustee Besteman – Superior Fab’s facilities are very impressive. The open house on Sunday was enlightening.
- Trustee Fountain - MIRA will be having the first race of their new “triple crown” on January 10<sup>th</sup>.
- Supervisor Moore – Golf Course Committee will be preparing a plan for the upcoming year. The course was closed for the season today. The Rec millage must pass to keep the Rec Center open.

**CORRESPONDENCE**

Fair Board- Meeting Minutes

Chippewa Chapter MTA meeting minutes

Kincheloe Post Office Maintenance Request

Meeting adjourned at 7:30 PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**November 3, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Ryan Fountain, Trustee  
Kathy Noel, Trustee  
Dan Mitchell, Trustee

**MEMBERS ABSENT**

Also, present Fred McClendon, Ed Jenerou, Brian Masterson, Joe Micolo and Renee Gray.

Attendance 9

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

**#1 MOVED:** by Kathy Noel, second by Dan Mitchell, to approve the November 3, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the October 20, 2014, regular meeting minutes as written. Motion carried.

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

General Fund	30,013.27
Fire Fund	16,435.19
Ambulance Fund	31,982.88
Parks Fund	525.40
Rec Center Fund	5,019.04
Fairgrounds Fund	890.59
Golf Course Fund	6,380.54
Sewer Fund	50,586.84
Water Fund	16,154.95
Garbage Fund	3.54
Police Fund	7,631.22

Grand Total \$166,386.56

Ck# 44558-44629

Motion carried.

**SUPERVISOR'S REPORT**

- Paving in the area may not get done this year as planned.
- Lines are completed on Gaines Highway
- Motel sale is complete.

**#4 MOVED:** by Kathy Noel, second by Marvin Besteman, to adopt the amended special uses in the Zoning Ordinance. Roll call vote all members present voted yes. Motion carried.

**PUBLIC COMMENTS**

- Thank you for getting the striping completed on Gaines Highway.
- Did the tribe send any money for the Rec Center?
- What line item did the money for the Family Dollar Store go into?

**#5 MOVED:** by Sheila Gaines, second by Ryan Fountain, to reclassify Dustin Gaberdiel from EMT to Paramedic. Motion carried.

**#6 MOVED:** by Sheila Gaines, second by Kathy Noel, to allow the Department of Public Works to purchase one new Regal gas chlorinator switchover vacuum regulator and one Regal CL2 gas detector. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Marvin Besteman, to allow Fire Chief Jenerou to purchase 55 gallons of Fire Cap foam cost of \$1,375.00 and approve the purchase of eight new tires from Mark's Tire in the amount of \$3,106.00. Motion carried.

Monthly reports received from Police Chief Micolo and Greenskeeper Palmer.

DPW Advisory Chair Bernhardt updated the Board on the proposed sewer system improvement funded by the state revolving fund loans. Rick explained the Township Debt Limit Considerations and Selection of Bonding Statute and also Right of Referendum. Request made to allow Mika Meyers Beckett & Jones to write the language needed for publication.

**#8 MOVED:** by Jim Moore, second by Dan Mitchell, to request that MMB & J write the language for the bond request. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Dan Mitchell, to reappoint Yolonda Petitpas and Carla Sare to the DPW Advisory Committee. Motion carried.

**#10 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to accept the Police Board's 6 month meeting schedule as written. Motion carried.

**#11 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve Brandon Christianson to the Police Auxiliary. Motion carried.

Park & Rec Committee meeting minutes received.

**#12 MOVED:** by Jim Moore, second by Kathy Noel, to adopt Resolution 2014-15 Support of Cloverland Electric. Roll call vote all members present voted yes. RESOLUTION declared carried.

Information received from the Kincheloe Post Office regarding needed roof repairs. Supervisor Moore states that the roof will need to be replaced next spring and will be put in the budget. Great Lakes Roofing will do repairs for now so the leaking stops.

**#13 MOVED:** by Sheila Gaines, second by Marvin Besteman, to write a written objection to the County Treasurer regarding property number 17-008-250-300-00. Motion carried with one no vote.

**BOARD COMMENTS**

- Trustee Fountain - MIRA will be racing again this year at the Fairgrounds.
- Clerk Gaines - Reminder that tomorrow is Election Day.
- Treasurer Kooiman - Did we receive confirmation from the Tribe about permanent two percent?

**CORRESPONDENCE**

Sault Tribe-Recipient of 2% for Rec Center  
Jeff Hagan Chief Executive Officer- Electrical Energy Solution

Meeting adjourned.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 1, 2014**

**4884 W. Curtis St.**

**MEMBER PRESENT**

James Moore, Supervisor  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Kathy Noel, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

Sheila Gaines, Clerk

Also, present Judy Wright, Mike Hoolsema, and Bob Norton.  
Attendance 6

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

**#1 MOVED:** by Marvin Besteman, second by Jim Moore, to approve the December 1, 2014, meeting agenda with addition of Golf Course Rates. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Luanne Kooiman, to accept the November 17, 2014, regular meeting minutes as written. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Ryan Fountain, to pay the following bills.

General Fund	7,563.78
Fire Fund	528.58
Ambulance Fund	25,482.48
Property Management Fund	373.39
Parks Fund	130.77
Recreation Center Fund	4,419.62
Fairgrounds Fund	275.60
Golf Course Fund	1,997.40
Sewer Fund	32,182.34
Water Fund	2,803.08
Police Fund	6,897.16

Grand Total \$82,654.20

Ck#44704-44741

Motion Carried

**SUPERVISORS REPORT**

- Electrical increase due to Presque Isle Power Plant Operation has been postponed by FERC.

**PUBLIC COMMENTS**

- Hopefully the government will work slowly to institute the electrical increase.
- Are we taking any money out of reserves?
- Thank you for allowing the Recreation Center to use donations for gifts.

Board received monthly report from Chief Micolo. Police Board meeting minutes reviewed.

**#4 MOVED:** by Marvin Besteman, second by Kathy Noel, to adopt Resolution 2014-19 Transfer revenues acquired from sale of real property to the Public Improvement Fund. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#5 MOVED:** by Luanne Kooiman, second by Kathy Noel, to adopt Resolution 2014-20 Budget Adjustment. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#6 MOVED:** by Luanne Kooiman, second by Jim Moore, to approve Golf Course Manager to post ad for golf rates. Motion carried.

**BOARD COMMENTS**

- Trustee Fountain - may move date for 4 on 4 basketball. Lions are working on the snowmobile track.
- Treasurer Kooiman - tax bills will be going out this week.
- Trustee Noel - Fire Departments grant will close on Friday. Jeff Hagen is reviewing it before submission.

**CORRESPONDENCE**

Interest to Serve On Township Board

Carla Sare  
DJ Malloy  
George Pierce  
Rick Bernhardt  
Ed Jenerou

Submission by Heidi Hetrick received late.

Meeting adjourned at 7:15PM

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 15, 2014**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Marvin Besteman, Trustee  
Ryan Fountain, Trustee

**MEMBERS ABSENT**

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

**#1 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the December 15, 2014, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to accept the December 1, 2014, meeting minutes as written. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to pay the following bills.

General Fund	12,352.57
Fire Fund	3,507.69
Ambulance Fund	35,750.24
Property Management Fund	2,681.76
Parks Fund	126.50
Recreation Center Fund	5,255.68
Fairgrounds Fund	691.69
Golf Course Fund	3,022.91
Sewer Fund	62,136.15
Water Fund	10,905.39
Garbage Fund	11,476.46
Police Fund	8,124.16

Grand Total \$156,031.20

Ck# 44742-44807

Motion carried.

**SUPERVISORS REPORT**

- The Road Commission has hired a driver to work nights in the Kincheloe area to clean the roads up.
- Great Lakes Roofing is planning to redo the Fire Hall roof beginning January 5, 2015.
- Bob Norton's contract has been reviewed. We deleted the hourly rate of ten dollars per hour for pro shop coverage, deleted the addition \$3,000.00 for any goals met and increased pay from \$15,000.00 to \$18,000.00 per year.

**#4 MOVED:** by James Moore, second by Luanne Kooiman, to accept contract for Bob Norton to manage the Golf Course for the 2015 season. Motion carried.

**#5 MOVED:** by Jim Moore, second by Kathy Noel, to allow Greenskeeper Palmer to sell the 1986 Jacobsen Greens King #46G in the amount of \$400.00 to The Grossing Golf Course. Motion carried.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to accept the DWP Ten Year Capital Replacement Plan. Motion carried.

DPW Superintendent Masterson informed the Board the department is failing the mandated Department of Environment Quality testing on the effluent water test. After receiving the MSDs sheets from the Correctional Facility on the laundry soap they are using. The laundry soap is the issue. If the issue is not corrected the DEQ will need to test monthly instead of quarterly and the testing is very expensive. The Correctional Facility will be contacted to try and get the problem corrected.

Accountant Hoolsema submitted the latest investments with LPL Financial.

Planning Commission and DPW Advisory Meeting minutes received.

**#7 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the RV East Contract for the 2015 Camping Season with Jeannine LaCrosse. Motion carried.

**#8 MOVED:** Kathy Noel, second by Sheila Gaines, to approve the agreement between Kinross Charter Township and the (NBHA) National Barrel Horseman's Association for a horse show on May 30<sup>th</sup> and 31<sup>st</sup>. Motion carried.

The Board received six resumes for the vacant Trustee position: Gary Swisher, Carla Sare, DJ Malloy, George Pierce, Rick Bernhardt and Ed Jenerou.

Nominations were as follows: Moore and Fountain- DJ Malloy, Gaines, Noel, Besteman, and Kooiman- Carla Sare. Nominations closed Carla Sare received the most nominations and will serve the remainder the term.

#### **CORRESPONDENCE**

Clayton Hufnagel-Interest to Serve on Parks & Rec and/or Police Board

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor