

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 3, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Robert Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Also, present Brian Bensel.

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

**#1 MOVED:** by Kathy Noel, second by Sheila Gaines, to approve the January 3, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Carla Sare, second by Kathy Noel, to accept the December 19, 2016, meeting minutes as written. Motion carried.

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

General Fund	8,741.89
Fire Fund	807.30
Ambulance Fund	36,867.71
Property Management Fund	80.59
Parks Fund	122.54
Recreation Center Fund	6,960.76
Fairground Fund	161.31
Golf Course Fund	3,158.08
Sewer Fund	26,342.84
Water Fund	5,881.88
Police Fund	18,502.91

Grand Total 107,627.81

Ck#47862-47890

Motion carried.

**SUPERVISOR'S REPORT**

- Supervisor spoke about EMS employee's first day of work does not always coincide with approval dates. He will speak with EMS Director Gray for a remedy.

**#4 MOVED:** by Jim Moore, second by Kathy Noel, to make John Goldberg's effective date of hire December 20, 2016. Motion carried.

**PUBLIC COMMENTS**

None

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to hire Etan LaCross part time EMT effective December 20, 2016, for the EMS Department. Motion carried.

**#6 MOVED:** by Marvin Besteman, second by Kathy Noel, to increase the township hall rental rates as presented. Motion carried.

**BOARD MEMBER COMMENTS**

None

**CORRESPONDENCE**

Police Board Meeting Minutes

Chief Micolo's Report

DEQ – Engineer Assignment

Meeting adjourned at 7:15PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**January 17, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Robert Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Also, present Steve Ball, Renee Gray, Mike Hoolsema, Joe Micolò, and Brian Bensel.  
Attendance 6

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

**#1 MOVED:** by Kathy Noel, second by Sheila Gaines, to approve the January 17, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Carla Sare, second by Kathy Noel, to accept the January 3, 2017 meeting minutes as written. Motion carried.

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

General Fund	12,225.05
Fire Fund	4,451.13
Ambulance Fund	47,672.49
Property Management Fund	2,149.55
Parks Fund	87.53
Recreation Center Fund	6,182.28
Fairground Funds	482.88
Golf Course Fund	3,531.74
Sewer Fund	78,648.81
Water Fund	37,168.40
Garbage Collection Fund	10,508.83
Police Fund	8,430.03

Grand Total \$211,538.72

Ck# 47891-47967

Motion carried.

Steve Ball updated the Board on the progress of the motel. He is currently working on getting all the siding cut. He is using T111, the same material used on franchise buildings. He also stated that he is still having a pigeon problem and will address it in the spring.

#### **SUPERVISOR'S REPORT**

- U.P. Engineering is working on the Windermere Drive project. A meeting will be held in February.
- Budget meetings are scheduled for January 26, 27, and 30<sup>th</sup> at 1:00PM each day.

**#4 MOVED:** by Carla Sare, second by Rob Mills, to approve the purchase of a 2016 Yamaha from Chippewa Motors, Inc. in the amount of ten thousand seven hundred twenty four dollars (\$10,724.00), eight thousand dollars of which is from the 2016-2017 Snowmobile Law Enforcement Grant. Motion carried.

**#5 MOVED:** by Carla Sare, second by Kathy Noel, to allow the Fire Department to purchase the Police Department's 2001 snowmobile in the amount of one thousand two hundred dollars (\$1,200.00) Motion carried.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to hire Sara Smith part-time EMT for the EMS Department effective January 17, 2017. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the IBRA Horse Show Lease Agreement with one change requesting all sums due in advance of event. Motion carried.

#### **BOARD MEMBER COMMENTS**

- Trustee Besteman-attended the Fair Boards' annual conference in Grand Rapids. Everything will be the same next year with the exception of Kando he has retired.
- Clerk Gaines-Anyone wanting to attend the annual education conference should let me know immediately so I can make reservations.

#### **CORRESPONDENCE**

Rec Director Report

DPW Advisory Committee Member Resignation

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  
2017-2018 BUDGET WORK SHOP**

**January 26, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Carla Sare, Trustee  
Kathy Noel, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee  
Robert Mills, Trustee

Also, present Mike Hoolsema and Deedee Frasure.

Supervisor Moore called the meeting to order at 1:30PM. Board reviewed the *Recreation Center* Budget; forty-five thousand will be transferred from the *General Fund* for paving the parking lot. Twelve thousand eight hundred dollars in donations has been received for new playground equipment. *RV East Campground* budget reviewed; one thousand dollars is budgeted for new windows in the Club House and twenty-six thousand is budgeted for a pavilion and privy at *Dukes Lake*. Rubbish Collection will have a reduction in the amount of penalties received for delinquent garbage bills. *Road Maintenance and Repair* budget is \$500,000.00. *Property Management* budget reviewed. *Public Improvement* Fund reviewed; money budgeted for needed repairs of the Dunbar Building and grandstands. Thirty-one thousand one hundred thirty dollars is being transferred from the *General Fund* to the *Fairground Fund*.

The meeting adjourned at 4:15PM.

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Sheila M. Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
2017-2018 BUDGET WORK SHOP**

**January 27, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Carla Sare, Trustee  
Kathy Noel, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee  
Robert Mills, Trustee

Also, present Mike Hoolsema, Bill Palmer, Brian Bensel, and Renee Gray.

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

Board reviewed the Golf Course Fund. General Fund will transfer one hundred thirty-nine thousand two hundred twenty-seven dollars. This will include money to pay off bond.

Fire Department budget reviewed. Sixty-six thousand three hundred ninety-one dollars will be transferred from the General Fund. Fire Chief Bensel will work on a capital improvement plan.

Ambulance Budget reviewed. Fifty thousand dollars will be transferred from the General Fund. Fifteen thousand is budgeted for maintenance and repairs. Contractual adjustments and excused run fees have increased. Contracts and leases were discussed. Ambulance mileage costs, C.O.L.A., as well as back up pay for on call personnel were discussed.

Meeting adjourned at 4:00PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
BUDGET WORKSHOP**

**January 30, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Rob Mills, Trustee

Also present Mike Hoolsema.

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

The Board reviewed the General Fund Budget. Due to the increase in minimum wage, Election Inspector wages were increased. Money is budgeted for a new roof on the township hall and replacement of windows. Amount being transferred to other departments is three hundred thirty-one thousand seven hundred forty-eight dollars. Total amount of budget is approximately eight hundred eighty-four thousand dollars. The township's retained earnings as of April 1, 2017, will be four hundred ninety thousand dollars.

The meeting adjourned at 2:00PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 6, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Rob Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Also present Fred McClendon, Mike Hoolsema, Brian Masterson, Deedee Frasure, Joe Micolo, and Rick Bernhardt.

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

**#1 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the February 6, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to accept the January 17, 2017, regular meeting, January 27<sup>th</sup> and 30<sup>th</sup> special meeting minutes as written and the January 26, 2017, meeting minutes with correction to the amount of money received for playground equipment from twenty six thousand to twelve thousand eight hundred dollars in donations. Motion carried.

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

General Fund	12,336.25
Fire Fund	2,092.93
Ambulance Fund	66,694.88
Property Management Fund	23,031.29
Parks Fund	326.60
Recreation Center Fund	6,539.44
Fairgrounds Fund	288.25
Golf Course Fund	4,737.92
Sewer Fund	191,270.36
Water Fund	13,251.04
Rubbish Collection Fund	10,434.19
Police Fund	15,585.02
Grand Total	\$355,588.17

Ck#47968-48046 Motion carried.

**SUPERVISOR'S REPORT**

- Received a letter of interest for RV East Camp Host from Jeanne LaCrosse for the 2017 camping season.

SRF Project Manager Bernhardt reported on the second phase of the Waste Water Improvement Project. Report attached.

**PUBLIC COMMENTS**

- Who reviewed the Contract Agreement on The Overland Group, LLC?

**#4 MOVED:** by Jim Moore, second by Sheila Gaines, to adopt Budget Adjustment Resolution 2017-2. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to pay off the Golf Course Bond in the amount of forty three thousand dollars to Huntington National Bank. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Carla Sare, to approve the Summer Food Service Program Application from Rec Director Frasure. Motion carried.

**#7 MOVED:** by Jim Moore, second by Kathy Noel, to adopt Resolution 2017-1 to Purchase, Acquire and Construct Improvements to the Charter Township of Kinross Sanitary Sewer System Segment No. 2 to Authorize Publication of Notice of Intent to Issue Revenue Bonds and to Declare Intent to Reimburse Expenditures for Project from Bond Proceeds. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#8 MOVED:** by Kathy Noel, second by Rob Mills, to approve and authorize the Supervisor to sign the Fleis & Vandenbrink Engineering, Inc. contract for the Wastewater Treatment Plant Design Segment 2 Project Plan Improvements and any additional professional services as may be specifically authorized by owner. Motion carried.

**#9 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to increase limits of VISA cards for the Ambulance Department from \$2,000.00 to \$4,000.00 and the Rec Center from \$1,500.00 to \$3,000.00. Motion carried.

Discussion held regarding the Road Maintenance and Repair Millage Renewal; consensus to wait and place the renewal on the 2018 Primary Election Ballot.

**#10 MOVED:** by Sheila Gaines, second by Kathy Noel, to write off uncollectable ambulance bills due to reasons of past statute, deceased, bankruptcy or settlement in the amount of nineteen thousand seven hundred twenty-eight dollars and fifty-six cents. Motion carried.

**#11 MOVED:** by Sheila Gaines, second by Jim Moore, to approve the Smithers RAPPAs Standby Procedure Manual for Kinross EMS. Motion carried.

**#12 MOVED:** by Jim Moore, second by Carla Sare, to approve and authorize the Supervisor to sign the Dafter and Rudyard EMS Agreements. Motion carried.

**#13 MOVED:** by Jim Moore, second by Carla Sare, to submit a letter to Chippewa County Road Commission requesting that Forest Lodge Road is paved and request the Road Commission submit to Sault Tribe an agreement that they are willing to pay \$20,000.00 for the project. Motion carried.

**CORRESPONDENCE**

DPW Advisory Committee

Chief Micolo Report

Police Board Meeting Minutes

Principal Residence Exemptions

Charter Communications-Pricing

Mika Meyers-James White

Payne & Dolan, Inc.- Paving Quotes

The Overland Group, LLC

Meeting adjourned at 8:05PM

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**February 21, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Rob Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Sheila Gaines, Clerk

Also present Fred McClendon, Mike Hoolsema, Denise Frasure, and Judy Wright.

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

**#1 MOVED:** by Kathy Noel, second by Carla Sare, to approve the February 21, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the February 6, 2017, meeting minutes as written. Motion carried.

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

General Fund	16,386.18
Fire Fund	15,310.55
Ambulance Fund	46,527.55
Property Management Fund	2,754.00
Parks Fund	253.13
Recreation Center Fund	9,406.84
Fairgrounds Fund	650.47
Golf Course Fund	3,963.61
Sewer Fund	224,532.86
Water Fund	22,934.01
Police Fund	8,835.38
Grand Total	\$351,554.58

Ck#48047-48105

Motion carried.

**SUPERVISOR'S REPORT**

- There is a clothing store looking for property to purchase in the Township.
- A veterinary clinic is interested in purchasing a lot on Riley Street for parking, as they intend to purchase the Schroeder property.
- Next Tuesday I expect confirmation of grant funds for playground equipment at the Recreation Center.
- Building Healthier Communities will be overseeing the Community Garden and greenhouse this summer. The Boy Scouts may be supplying labor for the project.
- I have access to security cameras in the township hall anywhere internet is available.
- We plan to have a ribbon cutting ceremony at the dog park on Memorial Day weekend.

**PUBLIC COMMENTS**

None

**#4 MOVED:** by Kathy Noel, second by Luanne Kooiman, to execute the lease agreement with IRBA (Tri-County Speed Horse Association) as recommended by the Park & Rec Committee. Motion carried.

**#5 MOVED:** by Kathy Noel, second by Marvin Besteman, to renew the lease agreement with Community Action Agency, for the Headstart program, as recommended by the Park & Rec Committee. Motion carried.

**#6 MOVED:** by Marvin Besteman, second by Kathy Noel, to renew the Campground Host contract with Jeanine LaCrosse for the 2017 camping season (05/01/17-10/15/17), as recommended by the Park & Rec Committee. Motion carried.

**#7 MOVED:** by Luanne Kooiman, second by Kathy Noel, to upgrade the BS&A water billing software as requested. Motion carried.

**#8 MOVED:** by Marvin Besteman, second by Kathy Noel, to approve interfund loans from the Water Fund and/or General Fund to the Sewer Fund, at an APR of 2.5%, to pay invoices related to the SRF project. Motion carried with one no vote.

**#9 MOVED:** by Kathy Noel, second by Carla Sare, to remove Exhibits B & C from the Purchase Agreement offered by The Overland Group, LLC, and adding the paragraph recommended by Attorney Charles Palmer. Motion carried.

**#10 MOVED:** by Luanne Kooiman, second by Kathy Noel, to tentatively approve the 2017-2018 Ambulance Fund budget in preparation for the public hearing. Motion carried.

**DEPARTMENT MANAGER REPORT**

- Recreation Center Administrator Frasure announced that the Center has been approved for the Summer Food Program.

**BOARD MEMBER COMMENTS**

- Treasurer Kooiman – Remember that next Tuesday, February 28<sup>th</sup>, is the last day to pay your property taxes at the Township office. I will be in the office from 9:00 AM – 4:30 PM.
- Trustee Mills – Is it possible to get a copy of billing rates for the Ambulance and Fire Departments?

**CORRESPONDENCE**

Recreation Center Monthly Report

Recreation Committee Minutes

Planning Commission Meeting Minutes

Principal Residence Exemption - Ulrich

Meeting adjourned at 7:45 PM

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

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

**March 6, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Rob Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Also present Mike Hoolsema, Fred McClendon, Brian Masterson, Deedee 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 Kathy Noel, second by Sheila Gaines, to approve the March 6, 2017, meeting agenda as written. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Carla Sare, to accept the February 21, 2017, meeting minutes with one correction to motion 8 by adding “*up to \$200,000.00*” approve interfund loans up to two hundred thousand dollars. Motion carried.

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

General Fund	10,116.26
Fire Fund	2,334.63
Ambulance Fund	31,289.11
Property Management Fund	385.63
Recreation Center Fund	4,841.13
Fairground Fund	86.19
Golf Course Fund	2,206.97
Sewer Fund	53,204.83
Water Fund	6,150.17
Rubbish Collection Fund	84.35
Police Fund	7,607.74

Grand Total \$118,355.00

Ck# 48106-48151

Motion carried.

**SUPERVISOR'S REPORT**

- I commend the DPW Superintendent Masterson and his staff for correcting the water main break on the corner of M-80 and Water Tower in a timely fashion. Also, thank you to Chief Micolo for finding it while out on patrol Thursday evening.

Supervisor Moore opened the Budget Public Hearing at 7:02PM

**PUBLIC COMMENTS**

- Reminder that when selling property on Riley Meehan the water and sewer needs to be paid back.

**#4 MOVED:** by Jim Moore, second by Kathy Noel, to adopt Resolution 2017-3 to sell Lot #4 on Riley Street. Roll call vote Moore yes, Gaines yes, Kooiman no, Besteman yes, Noel yes, Sare yes and Mills yes. RESOLUTION declared carried.

Discussion held regarding the Sales Contract for Lot #4 request is to delete last paragraph on page one stating that Kinross Township pays Re/Max \$500.00 commission and delete #29.

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve hiring James Kempka Police Auxiliary Officer. Motion carried.

Board tabled purchase and sale contract to The Overland Group, LLC pending clarification.

**#6 MOVED:** by Kathy Noel, second by Carla Sare, to approve the Memorandum of Understanding between KCT and the Chippewa County Fair Board for use of the grounds. Motion carried.

Liability insurance naming Kinross a second insured is needed from the Fair Board.

Kinross Race Track Lease Agreement tabled pending additional information.

**#7 MOVED:** by Jim Moore, second by Carla Sare, to approve cost quote from Payne & Dolan to pave Short Cut Road and parking area at the Rec Center. Motion carried with one no vote.

**#8 MOVED:** by Marvin Besteman, second by Kathy Noel, to accept the 2017-2018 Board Meeting Dates as written. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve the Recreation Center's 2% grant application and authorize Supervisor to sign. Motion carried.

Six bids were received for the Windermere Drive Water Service Repair Project as follows: Gerou Excavating \$353,800.80, Team Elmers \$331,842.19, Maverick \$349,851.80, Burton Excavating \$324,000.00, Norris Contracting \$384,701.25, and Bacco Construction \$386,988.90.

**#10 MOVED:** Kathy Noel, second by Carla Sare, to accept Burton Excavating Bid of three hundred twenty four thousand dollars (\$324,000.00) for the Windermere Water Service Repair Project. Motion carried.

Supervisor Moore asked if there were any questions or concerns regarding the 2017-2018 budgets.

**BOARD MEMBERS COMMENTS**

- Trustee Besteman stated the General Fund Budget has taken a hit this year and spending needs to be watched closely. He was also disappointed that no one had any questions regarding the budget.

No questions or concerns regarding the 2017-2018 budgets. Supervisor Moore closed the budget hearing at 7:55PM.

**CORRESPONDENCE**

Chief Micolò Report  
Police Board Meeting Minutes  
DEQ Wellhead Protection Program Updates  
Griffin Place Plat

Meeting adjourned at 8:00PM.

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Sheila M. Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**March 20, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Rob Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Also present Mike Hoolsema, Brian Masterson, Joe Micolò, Renee Gray, Herman Calkins, and Rick Bernhardt.

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

**#1 MOVED:** by Kathy Noel, second by Jim Moore, to approve the March 20, 2017, meeting agenda with addition of Dollar General/Overland's Purchase Agreement. Motion carried.

**#2 MOVED:** by Carla Sare, second by Kathy Noel, to accept the March 6, 2017, regular meeting minutes. Motion carried.

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

General Fund	14,885.26
Fire Fund	16,122.45
Ambulance Fund	46,483.76
Property Management Fund	3,917.37
Parks Fund	134.95
Recreation Center Fund	6,303.20
Fairground Fund	2,130.44
Golf Course Fund	50,474.51
Sewer Fund	174,144.28
Water Fund	18,067.17
Rubbish Collection Fund	10,301.20
Police Fund	9,573.89

Grand Total \$352,538.48

Ck# 48152-48209

Motion carried.

**SUPERVISOR'S REPORT**

- Spring cleanup is scheduled for May 13, 2017.
- There are no easements or liens on the property Dollar General/Overland wants to buy.
- We will be posting in-house for DPW clerical position on April 17, 2017.

**PUBLIC COMMENTS**

- Paperwork for Segment 2 work has been submitted to the DEQ.
- Were these raises justified? I did not think the board could increase salaries?

**#4 MOVED:** by Sheila Gaines, second by Marvin Besteman, to appoint Alicia Hetrick to the DPW Advisory Committee. Motion carried.

**#5 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve a 3% cost of living raise for Deedee Frasure, Renee Gray, Assessor's pay for David Kauer, Brian Masterson, Joe Micolo, and Bill Palmer, approve a 5% cost of living raise for Michael Hoolsema, and a 2% cost of living for all employees covered by the union contract, 2% for all other full and part time employees, excluding seasonal employees and the Fire Chief, effective April 1, 2017. Motion carried.

**#6 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2017-4 General Appropriations for 2017-2018 budgets. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#7 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to adopt Resolution 2017-5 Township Supervisor's Salary. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#8 MOVED:** by Luanne Kooiman, second by Marvin Besteman, to adopt Resolution 2017-6 Township Clerk's Salary. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#9 MOVED:** by Sheila Gaines, second by Carla Sare, to adopt Resolution 2017-7 Township Treasurer's Salary. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#10 MOVED:** by Jim Moore, second by Luanne Kooiman, to adopt Resolution 2017-8 Township Trustees' Salary. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#11 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2017-9 Water, Sewer and Garbage penalty. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#12 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2017-10 Budget Adjustment Resolution. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#13 MOVED:** by Kathy Noel, second by Jim Moore, to approve the Race Track Lease Agreement between the Township and Fox Boyz Racing for the 2017 race season. Motion carried.

**#14 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the Lease Agreement between the Township and Great Lakes Fur Harvesters. Motion carried.

**#15 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve hiring Richard LaCrosse as RV West Camp Host for the 2017 camping season. Motion carried.

**#16 MOVED:** Jim Moore, second by Sheila Gaines, to approve the Sales Contract between the Township and Valerie Chadwick, authorizing Township Supervisor to sign. Township agrees to pay three hundred dollars to Sales Agent Cynthia Collins. Motion carried with two no votes.

**#17 MOVED:** by Sheila Gaines, second by Carla Sare, to approve the Purchase and Sale Contract between the Township and the Overland Group, LLC (aka Dollar General). Pending all right of ways being correct, buyer pays survey cost, and change the second Whereas to say "*Buyer desires to purchase the Property upon the terms, provisions and conditions hereinafter set forth subject to easements and restrictions*". Motion carried.

#### **BOARD MEMBER COMMENTS**

- Trustee Besteman - Maple Syrup Open House is April 1.
- Trustee Noel - Where is Steve Ball?

**#18 MOVED:** by Kathy Noel, second by Jim Moore, to file default/forfeiture on Steve Ball's land contract for the purchase of the motel. Motion carried with two no votes.

**CORRESPONDENCE**

Deedee Frasure Rec Director - Monthly Report

Charter Communications

Planning Commission

Chippewa County Fair Board

Liaison Committee Meeting Minutes

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**

**April 3, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Rob Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Also present Herman Calkins, Rick Bernhardt, Bill Palmer, and Bob Norton.  
Attendance 6

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

**#1 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve the April 3, 2017, meeting agenda with addition of quote from Pearson Asbestos Abatement, Inc. for removal of lead paint. Motion carried.

**#2 MOVED:** by Carla Sare, second by Kathy Noel, to accept the March 20, 2017, regular meeting minutes. Motion carried.

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

General Fund	17,531.29
Fire Fund	814.23
Ambulance Fund	49,366.28
Property Management Fund	488.80
Parks Fund	97.69
Recreation Center Fund	4,548.03
Fairground Fund	46.31
Golf Course Fund	2,633.04
Sewer Fund	92,163.32
Water Fund	4,971.40
Police Fund	9,192.05

Grand Total \$181,852.44

Ck# 48210-48254

Motion carried.

**SUPERVISOR'S REPORT**

- Tribal grant money for the new playground equipment was approved.
- Motel update.

**PUBLIC COMMENTS**

- Any new businesses coming to town?
- Will the new road be paved?
- There is no money used for public improvements. We need to have the area cleaned up.
- Would the Board consider hiring another full time police officer?

**#4 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve the purchase of a Smithco Leaf Sweeper V72E from First Impression in Sault Ste. Marie, cost not to exceed thirty five thousand dollars (\$35,000.00) Motion carried.

**#5 MOVED:** by Jim Moore, second by Sheila Gaines, to approve the purchase of a stump grinder, cost not to exceed three thousand dollars (\$3,000.00) Motion carried.

**#6 MOVED:** by Luanne Kooiman, second by Kathy Noel, to adopt Resolution 2017-11 to Undesignate Fund Balance. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#7 MOVED:** by Jim Moore, second by Sheila Gaines, to approve a salary of Zoning Administrator Herman Calkins one hundred fifty dollars per pay period during the months of April through September with October through March being paid at an hourly rate of ten dollars for each hour worked. Motion carried.

**#8 MOVED:** by Luanne Kooiman, second by Bob Mills, to approve a one dollar per hour pay increase for Chris Brady and Joe Flores, part time seasonal employees, effective April 1, 2017, through October 1, 2017. Motion carried.

**#9 MOVED:** by Jim Moore, second by Sheila Gaines, to approve the pay increase for Election Inspectors from ten dollars to eleven dollars per hour and Chairperson from eleven dollars to twelve dollars per hour. Motion carried.

**#10 MOVED:** by Jim Moore, second by Luanne Kooiman, to adopt Resolution 2017-12 to Grant Road Easement to the Road Commission of Chippewa County. Roll call vote taken. All members present voted yes. RESOLUTION declared carried.

**#11 MOVED:** by Jim Moore, second by Luanne Kooiman, to approve raising Scott Coffey's wage to ten dollars per hour effective April 1, 2017, as requested by Greenskeeper Palmer. Motion carried.

**#12 MOVED:** by Jim Moore, second by Sheila Gaines, to hire Mike Smith, part time seasonal for the golf course, at a pay rate of eight dollars ninety cents per hour. Motion carried.

**#13 MOVED:** by Jim Moore, second Marvin Besteman, to approve re-hiring the golf course employees and adjust/increase their wages as requested by golf course manager Norton. Motion carried.

**#14 MOVED:** by Kathy Noel, second by Carla Sare, to hire Pearson Asbestos Abatement, Inc., from Escanaba, to abate lead paint in several areas of the DPW Plant cost not to exceed thirteen thousand five hundred dollars (\$13,500.00) and authorize Supervisor to sign. Motion carried.

**BOARD COMMENTS**

None

**CORRESPONDENCE**

Chief of Police Micolò  
Kinross Police Board Meeting Minutes

Meeting adjourned at 7:50PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING**

**April 10, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Carla Sare, Trustee  
Kathy Noel, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Supervisor Moore called the special meeting to order at 4:05PM.

Board members reviewed and discussed the Purchase and Sale Contract between Kinross Charter Township and the Overland Group, LLC. who is offering to purchase land on Griffin Drive to build a Dollar General store. Discussion held regarding the additional footage being requested, the cost per square acre, policy for selling land, closing costs, and new placement of RV Park sign.

**MOVED:** by Luanne Kooiman, second by Sheila Gaines, to authorize Supervisor Moore to sign purchase and sale contract between Kinross Charter Township and The Overland Group, LLC. Motion carried.

Special meeting adjourned at 5:10PM.

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Sheila M. Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**April 17, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Rob Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also present Mike Hoolsema, Joe Micolo, Herman Calkins, Rick Bernhardt, Bill Palmer, Brian Masterson, Deedee Frasure, and Bob Norton.

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 Carla Sare, to approve the April 17, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to accept the April 3, 2017, regular meeting minutes and the April 10, 2017, special meeting minutes as written. Motion carried.

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

General Fund	13,384.11
Fire Fund	1,107.01
Ambulance Fund	48,442.32
Property Management Fund	7,229.64
Parks Fund	856.40
Recreation Center Fund	5,825.91
Fairground Fund	776.82
Golf Course Fund	20,074.26
Sewer Fund	96,477.21
Water Fund	13,831.22
Rubbish Collection Fund	11,980.89
Police Fund	7,715.08

Grand Total \$227,700.87

Ck# 48255-48321

Motion carried.

### **SUPERVISORS REPORT**

- Stephen Ball, President of Silver Valley Development, LLC signed An Interim Assignment of Real Estate Contract and Sale Agreement over to Quay Jorgensen.
- County load limits should be lifted on Monday.
- Short Cut paving is on the Road Commission's schedule as well as John Patrick Lane, Curtis Street, and the parking lot at the Recreation Center.
- Intermediate School District is requesting a millage on the May 2, 2017, ballot. We have information from the ISD for anyone interested in reading up on the request.

### **PUBLIC COMMENTS**

- Golf Course Manager Norton - I have purchased five new golf carts at a cost of two thousand eight hundred fifty dollars each.
- DPW Superintendent Masterson - the street sweeper is down we should have the part in a couple days.

**#4 MOVED:** by Sheila Gaines, second by James Moore, to adopt Resolution 2017-10 Sale of Property to The Overland Group LLC. Roll call vote Moore, Gaines, Noel, Kooiman, Mills, and Sare yes Besteman absent. Motion Carried RESOLUTION adopted.

**#5 MOVED:** by Jim Moore, second by Luanne Kooiman, to post opening, in-house, for clerical position for the DPW; position part time through December 31, 2017, then full time effective January 1, 2018. Motion carried.

**#6 MOVED:** by Jim Moore, second by Sheila Gaines, to appoint Carolyn Hall and John Kane to the Planning Commission expiring May 2020. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Rob Mills, to approve the purchase of playground equipment and authorize Supervisor to sign agreement for the Recreation Center from Miracle Midwest and allow Rec Director Frasure to use fund raising money, set aside for equipment, cost not to exceed thirty-six thousand eight hundred and sixty dollars. Motion carried.

**#8 MOVED:** by Jim Moore, second by Sheila Gaines, to allow the Police Department to purchase a 2012 Dodge Charger from Soo Motors, Inc., in Sault Ste. Marie, MI at a cost of twelve thousand three hundred ninety-four dollars. Motion carried.

**#9 MOVED:** by Jim Moore, second by Kathy Noel, to allow Greenskeeper Palmer to purchase Growth Regulator and Insecticide cost not to exceed six thousand eight hundred dollars. Motion carried.

Discussion held regarding the EMS Director selling Rig #1. Issue tabled pending further information.

**#10 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the Yooper Classic Cattle Show lease agreement for May 19, 20, and 21<sup>st</sup> 2017. Motion carried. Discussion held regarding the condition of buildings following the Cattle Show.

**#11 MOVED:** by Kathy Noel, second by Carla Sare, to approve the purchase of five golf carts from Sibbald's Sales and Service, cost not to exceed fourteen thousand two hundred fifty dollars. Motion carried.

**BOARD COMMENTS**

None

**CORRESPONDENCE**

Rec Committee Meeting Minutes

Rec Director Report

Planning Commission Meeting Minutes

Meeting adjourned at 7:45PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
SPECIAL MEETING  
Condition of Grounds**

**April 25, 2017**

**100 Woodside Drive**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Carla Sare, Trustee  
Robert Mills, Trustee  
Kathy Noel, Trustee

**MEMBERS ABSENT**

Also, present Greenskeeper Palmer.

Attendance 1

Supervisor Moore called the meeting to order at 2:00PM.

Greenskeeper Palmer explained the dilemma with “grubs” on the golf course. Skunks and birds are digging everything up to the point that many golfers are complaining.

**MOVED:** by Carla Sare, second by Kathy Noel, to approve the purchase up to ten thousand dollars for chemicals from Residex. Motion carried

Meeting adjourned at 2:25PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 1, 2017**

**4884 West Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Carla Sare, Trustee  
Kathy Noel, Trustee  
Marvin Besteman, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Also, present Fred McClendon, Brian Masterson, Deedee Frasure, Joe Micolo, Renee Gray, and Rick Bernhardt.

Attendance 8

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

**#1 MOVED:** by Kathy Noel, second by Carla Sare, to approve the May 1, 2017, meeting agenda with addition of Eastern Upper Peninsula grant for the Recreation Center. Motion carried.

**#2 MOVED:** by Carla Sare, second by Kathy Noel, to accept the April 17, 2017, Regular Meeting minutes with correction to motion 9 *by changing the approved amount from six thousand eight hundred to seven thousand six hundred dollars and add Golf Course to heading of the April 25, 2017 Special Meeting.* Motion carried.

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

General Fund	11,871.97
Fire Fund	923.57
Ambulance Fund	31,976.51
Property Management Fund	3,014.59
Parks Fund	944.10
Recreation Center Fund	3,666.76
Fairground Fund	484.81
Golf Course Fund	14,792.80
Sewer Fund	149,154.54
Water Fund	19,178.00
Police Fund	18,492.98

Grand Total \$254,500.63

Ck# 48322-48382

Motion carried.

**SUPERVISORS REPORT**

- Playground equipment ordered will be delivered in about six weeks.
- We received a three thousand dollar donation from the law office of Michael Winnick for a new barn at the fairgrounds.
- Sault Tribe Hospital and Sault Tribe Housing has donated playground equipment to the township.
- I would like to purchase items for the Duke Lake pavilion.
- Cemetery fence needed repairs.
- There is garbage out all over the place Zoning Administrator has been notified.
- Don't forget to vote tomorrow.

**PUBLIC COMMENTS**

- DPW Superintendent Masterson-Street sweeper repairs are complete. Water tower is repaired. Lighthouse will be billed for damages.
- EMS Director Gray- EMS week is May 21, 2017. We will hold an open house on May 27, 2017.

**#4 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve Assignment of Purchaser's Interest In Land Contract from Silver Valley Development, LLC. to Quay Jorgensen with addition of "*Silver Valley Development, LLC assigns all rights and interest in the Land Contract and Addendum to the Assignee, and Assignee agrees to take possession of the property, subject to all terms and conditions of the Land Contract and Addendums.*" Motion carried.

**#5 MOVED:** by Sheila Gaines, second by Jim Moore, to hire Dawn McDonald Administrative Assistant for the DPW part time beginning Monday, May 8, 2017, and full time beginning January 1, 2018. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Rob Mills, to approve the Supervisor to purchase building materials for a new goat barn at the fairgrounds with the three thousand dollars donation from the Law Office of Michael Winnick. Motion carried.

DPW Project Coordinator Rick Bernhardt explained that the original financial advisors have merged with PFMA and a new contract will need to be signed. At the progress meeting last week we were advised that the completion date is now March 2018. Water and sewer rates will remain the same; no adjustments will be needed.

**#7 MOVED:** by Jim Moore, second by Marvin Besteman, to accept the PFMA agreement for financial services for the Kinross Charter Township proposed segment clean water financing program. Motion carried.

**#8 MOVED:** by Luanne Kooiman, second by Jim Moore, to authorize opening a checking account with Central Savings Bank for the Golf Course. Motion carried.

**#9 MOVED:** by Jim Moore, second by Kathy Noel, to allow Rec Director Frasure to spend up to three thousand five hundred dollars for Kids Fishing Day. Motion carried.

**#10 MOVED:** by Sheila Gaines, second by Jim Moore, to post in house and advertise to general public, for five days, for a part time Recreation Center Program Assistant. Motion carried.

**#11 MOVED:** by Jim Moore, second by Kathy Noel, to authorize Supervisor to sign and submit paperwork for Community Development Mini-Grants Application to EUP Planning. Motion carried.

**BOARD COMMENTS**

- Trustee Besteman - Rudyard, Brimley, and Sault Ste Marie all had water and sewer rate increases.
- Treasurer Kooiman - Did the grandstand at the fairgrounds get repaired?
- Trustee Sare -The Rotary is selling tickets for “No Kid Hungry”

**CORRESPONDENCE**

Police Board - Meeting Minutes

Chief Micolo - Monthly Report

Chippewa County Fair Board Meeting Minutes

Chippewa County Road Commission 2016 Annual Act 51 Report

Meeting adjourned at 8:25PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**May 15, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Carla Sare, Trustee  
Kathy Noel, Trustee  
Rob Mills, Trustee

**MEMBERS ABSENT**

James Moore, Supervisor

Also, present Mike Hoolsema, Deedee Frasure, and Brian Bensel. In the absence of the Supervisor, Clerk Gaines called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

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

**#2 MOVED:** by Sheila Gaines, second by Carla Sare, to approve the May 15, 2017, meeting agenda with addition of proposal for pest control at the Bunker Bar and Grill. Motion carried.

**#3 MOVED:** by Marvin Besteman, second by Carla Sare, to accept the May 1, 2017, meeting minutes as written. Motion carried.

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

General Fund	19,667.13
Fire Fund	3,721.96
Ambulance Fund	41,992.32
Property Management	4,866.41
Parks Fund	1,083.25
Recreation Fund	5,494.39
Fairgrounds Fund	2,745.65
Golf Course Fund	31,530.20
Sewer Fund	398,750.27
Water Fund	20,616.34
Rubbish Collection Fund	10,902.02
Police Fund	8,293.28

Grand Total \$549,663.22

Ck#48383-48457 Motion carried.

**PUBLIC COMMENTS**

None

**#5 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to adopt Chippewa County Road Commission's, request for a Highway Easement Release for the realignment of a portion of Kincheloe. Roll-call vote taken. All members present voted yes, Moore absent. RESOLUTION declared carried.

**#6 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to waive first right of refusal to purchase property 008-034-003-10, 008-250-185-00, and 008-280-061-00 from the County Treasurer. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Marvin Besteman, to adopt Resolution 2017-13 Loan Resolution and add statement "maximum of \$200,000.00 will be loaned from the General Fund to the Sewer Fund." Roll-call vote taken. All members present voted yes, Moore absent. RESOLUTION declared carried.

**#8 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to approve the hiring of Katnisha McLeod, Suzanna Peters, Charlene Miller, and Cody Mesnard, part time EMT's for the EMS Department. Motion carried.

**#9 MOVED:** by Rob Mills, second by Luanne Kooiman, to allow Fire Chief Bensel to purchase Innotex turn out gear from Douglass Safety Systems LLC. Motion carried with one no vote.

It was requested by Trustee Besteman that Chief Bensel look into a Risk Management Grant through the Par Plan.

**#10 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to hire Alyssa Bradley part time program assistant at the Recreation Center. Motion carried.

**#11 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2017-14 Budget Adjustment. Roll call vote Gaines, Kooiman, Sare, Noel, and Besteman yes, Mills No, Moore absent. RESOLUTION declared carried.

Guardian Pest Solutions proposal to spray for ants at the Bunker Bar and Grill was reviewed. Board is requesting two additional quotes and asking why the township is being asked to pay.

**#12 MOVED:** by Kathy Noel, second by Luanne Kooiman, to have SRF Grant Coordinator Bernhardt submit billing though March 2017 by close of business May 17, 2017, or consider the payment forfeited. Motion carried.

**Page 3**

**May 15, 2017**

**CORRESPONDENCE**

Rec Director Frasure- Monthly Report

Outlot V Easement

Sault Tribe 2% Approval

Sault Tribe Housing Authority Playground Equipment Donation

**BOARD COMMENTS**

- Clerk Gaines - Complaint regarding the condition of the banquet room following the auction Saturday.
- Trustee Sare - Assignment of motel to Quay Jorgensen. Supervisor is not to go into negotiations with either party. Quay has signed the assignment and he is now responsible for all payments. Mr. Jorgensen will have to sue Silver Valley.

Meeting adjourned at 7:50PM.

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Sheila M. Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**June 5, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Carla Sare, Trustee  
Kathy Noel, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Also, present Bill Palmer, Brian Masterson, Brian Bensel, Fred McClendon, Herman Calkins, and Joe Micolo.

Attendance 11

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

**#1 MOVED:** by James Moore, second by Kathy Noel, to approve the June 5, 2017, meeting agenda with additions of vactor truck purchase and materials for the new goat barn. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Luanne Kooiman, to accept the May 15, 2017, regular meeting minutes and the May 24, 2017, special meeting minutes. Motion carried.

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

General Fund	15,998.34
Fire Fund	970.48
Ambulance Fund	40,227.28
Property Management Fund	786.52
Parks Fund	944.10
Recreation Center Fund	4,126.55
Fairground Fund	5,869.78
Golf Course Fund	1,983.61
Sewer Fund	63,307.73
Water Fund	8,584.84
Rubbish Collection Fund	1,812.03
Police Fund	5,636.63

Grand Total

\$161,387.08

**SUPERVISOR'S REPORT**

- I had an offer from someone to purchase the Kincheloe Post Office.
- The playground equipment donated by Sault Tribe is at the Recreation Center.
- New bleachers were ordered with proceeds from the mini grant we recently received.

Trustee Mills arrived at 7:06PM

**PUBLIC COMMENTS**

- The easements for Short Cut are still an issue. How does the township intend on paying for the paving?

**#4 MOVED:** by Sheila Gaines, second by Carla Sare, to authorize DPW Superintendent Masterson to purchase Fire Hydrant and Water Valve GPS maintenance program and GPS Unit from Silversmith, of Gaylord, cost not to exceed five thousand dollars (\$5,000.00). Motion carried.

**#5 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to authorize Greenskeeper Palmer to purchase fertilizer and fungicide cost not to exceed ten thousand two hundred eighty dollars (\$10,280.00). Motion carried.

**#6 MOVED:** by Jim Moore, second by Carla Sare, to authorize signing and entering into contract with Fleis & Vandenbrink for Bidding Contracting and Construction Administration Services for the Combined Heat and Power Improvements Segment 2 of the SRF Project No. 5611-02. Motion carried.

**#7 MOVED:** by Jim Moore, second by Sheila Gaines, to allow Fire Chief Bensel to enter into an agreement with Fire Grants Help to write a grant for a pumper truck cost not to exceed seven hundred fifty dollars (\$750.00) Motion carried.

**#8 MOVED:** by Jim Moore, second by Luanne Kooiman, to authorize Police Chief Micolto to sell the 2007 Dodge Charger. Motion carried.

**#9 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to purchase building material for new goat barn at the fairgrounds with the donated money from Mike Winnick. Motion carried.

**#10 MOVED:** by Kathy Noel, second by Sheila Gaines, to purchase a used 2016 Vac-Con Hydro X model PD4212HE/1300 cost not to exceed three hundred one thousand dollars (\$301,000.00) for the Department of Public Works. Motion carried.

**BOARD COMMENTS**

- Trustee Sare - what is going on with the Veterinarian Office, Motel, and Dollar General?

**CORRESPONDENCE**

Accountant Hoolsema-Township Investments

Eastern Upper Peninsula Regional Planning-Playground Mini Grant

Department of Health and Human Services EMS Vehicle License

Chippewa County Fair Board Meeting Minutes

Planning Commission

Police Chief –Report

Police Board Meeting Minutes

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**

**June 19, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Marvin Besteman, Trustee  
Carla Sare, Trustee  
Kathy Noel, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Luanne Kooiman, Treasurer

Also, present Herman Calkins, Joe Micolo, Deedee Frasure, Rick Bernhardt, and Renee Gray.  
Attendance 5

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

**#1 MOVED:** by Kathy Noel, second by Jim Moore, to approve the June 19, 2017, meeting agenda with addition of Consolidated Community Schools Lease Agreement.  
Motion carried.

**#2 MOVED:** by Carla Sare, second by Kathy Noel, to accept the June 5, 2017, meeting minutes as written. Motion carried.

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

General Fund	46,200.24
Fire Fund	894.02
Ambulance Fund	49,006.47
Property Management Fund	2,985.08
Road Maint & Repair	69,395.00
Parks Fund	10,046.26
Recreation Center Fund	6,088.33
Fair Grounds Fund	2,995.01
Golf Course Fund	21,047.49
Sewer Fund	559,868.68
Water Fund	24,638.34
Rubbish Collection Fund	21,101.38
Police Fund	8,156.74

Grand Total  
Ck# 48528-48615

\$822,423.04

Motion carried.

**Page 2**

**4884 W. Curtis St.**

### **SUPERVISOR'S REPORT**

- Dollar General will be meeting on July 12, 2017, to decide if they are coming to Kinross.
- A new Family Dollar is being built in Brimley.
- Local person is interested in purchasing the Post Office.
- The closing on the Vet Clinic is Monday, June 26, 2017.
- The Pavilion at Duke Lake has been completed. We had a great bunch of volunteers from the Orioles Club for the project.

### **PUBLIC COMMENTS**

- SRF Grant Coordinator Bernhardt - DEQ approved segment two of the SRF. The Drinking Water System Asset Management Plan is completed. Bid opening for design on segment two is July 12. Draw down check should be received by Wednesday. I received questions regarding liquidated damages and forwarded them to the attorney.
- Zoning Administrator Calkins-Who is responsible for mowing the grass at the motel now?

**#4 MOVED:** by Kathy Noel, second by Jim Moore, to hire two temporary forty hour per week workers for ten weeks at ten dollars per hour to complete playground at Recreation Center and Fairgrounds. Motion carried.

Township hall roof replacement only one written bid received. Board would like two additional written bids.

**#5 MOVED:** by Jim Moore, second by Sheila Gaines, to adopt Kinross Charter Township Principles of Governance, as requested by the Michigan Townships Association. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Carla Sare, to approve and authorize the Supervisor to sign the contract for the Community Development Grant Program. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Jim Moore, to write off Ambulance runs in the total amount of seven thousand six hundred ninety-three dollars and eighteen cents (\$7,693.18) six patients deceased, one in bankruptcy, and three accounts past statute. Motion carried.

**#8 MOVED:** by Sheila Gaines, second by Marvin Besteman, to approve the War Memorial Hospital Agreement for emergency and non-emergency transports as requested by EMS Director Gray. Motion carried.

**Page 3**

**June 19, 2019**

**#9 MOVED:** by Jim Moore, second by Kathy Noel, to submit the UPCAP MI and Access Time agreements to Risk Management for review and allow Director Gray to sign, pending favorable opinion from Risk Management. Motion carried.

**#10 MOVED:** by Jim Moore, second by Carla Sare, to approve the Consolidated Community Schools Lease renewal agreement with changes in section 6.1: specify dollar amount in insurance, request that Kinross Charter Township is named *as Loss Payee (corrected at 07/03/17 meeting)*~~second insured~~, and notification if there is a lapse in payment of premiums. Motion carried.

#### **BOARD COMMENTS**

- Trustee Besteman-Dividend check for \$5,416.77 is from Michigan Township Participating Plan, not the association.
- Trustee Sare-Who is paying for mowing the grass at the motel?
- Trustee Noel-Why do we have a memo from Treasurer Kooiman regarding the Police Millage renewal is there a problem?

#### **CORRESPONDENCE**

Theresa Germain- Interest to Serve  
Planning Commission Meeting Minutes  
Treasurer Kooiman-Police Millage Revenue  
MTA- Dividend Check  
Rec Director Frasure- Monthly Report

Meeting adjourned at 8:10PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 3, 2017**

**4884 W. Curtis St**

**MEMBERS PRESENT**

James Moore, Supervisor  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Carla Sare, Trustee  
Rob Mills, Trustee

**MEMBERS ABSENT**

Sheila Gaines, Clerk  
Marvin Besteman, Trustee

Also, present Mike Hoolsema, Brian Masterson, Herman Calkins, and Joe Micolo.

Supervisor Moore called the meeting to order at 7:05PM and led the Pledge of Allegiance.

**#1 MOVED:** by Carla Sare, second by Kathy Noel, to approve the July 3, 2017, meeting agenda with addition of EUP Reginal Planning mini grant award money. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to accept the June 19, 2017, regular meeting minutes by changing wording in the Consolidated Community Schools Lease renewal agreement with changes in section 6.1: request that Kinross Charter Township is named as Loss Payee not as second insured, and notification if there is a lapse in payment of premiums. Motion carried.

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

General Fund	12,688.55
Fire Fund	3,664.39
Ambulance Fund	33,890.54 plus 8.00
Property Management Fund	613.36
Parks Fund	1,314.93
Recreation Center Fund	5,340.19
Fair Grounds Fund	3,391.29
Golf Course Fund	19,041.39
Sewer Fund	670,024.07
Water Fund	10,609.28
Rubbish Collection Fund	15.87
Police Fund	7,056.39

**Grand Total**

**\$767,658.25**

Ck# 48616-48669

Motion Carried.

**SUPERVISOR'S REPORT**

- Meeting with engineers regarding segment II of the water and sewer upgrade.
- Lot on Riley Street was closed on June 26, 2017, we received a check for five thousand two hundred dollars.

**PUBLIC COMMENTS**

- DPW Superintendent Masterson - I have two quotes for well 6 repairs.
- Zoning Administrator Calkins - The basement apartment issue has been resolved. We will be notifying owners regarding mowing beginning August 1, 2017.

**#4 MOVED:** by Kathy Noel, second by Carla Sare, to hire Northern Pump and Well to examine well #6 cost not to exceed five thousand five hundred seventy-five dollars (\$5,575.00). Motion carried.

Discussion held regarding offer from interested party to purchase the Post Office no action taken.

Consulting Agreement from Richard Bernhardt for segment II of the SRF Project tabled until the July 17, 2017, meeting.

**#5 MOVED:** by Carla Sare, second by Kathy Noel, to increase the millage rate for the Police Special Assessment to ten mills. Motion carried.

**#6 MOVED:** Luanne Kooiman, second by Carla Sare, to pay one hundred hours of vacation time to Police Chief Micolo for time he is unable to take due to shortage in staffing. Motion carried.

Recreation and Road Millage language reviewed. These will be on the 2018 ballot.

**#7 MOVED:** by James Moore, second by Luanne Kooiman, to approve expenditure of EUP Regional Planning mini grant money of five thousand dollars (\$5,000.00) received for bleachers at the Recreation Center. Motion carried.

**BOARD MEMBER COMMENTS**

- Treasurer Kooiman-We should not be paying our consultant to attend board meetings. If the contract states 1.5% penalty if not pay paid within thirty days it should say 1.5% penalty for invoice not received by the date due. Tax bills were mailed out today.
- Trustee Sare-What is going on with the hotel?
- Trustee Mills- Any news about the lots on Forest Lodge Road?

**CORRESPONDENCE**

Police Chief Micolo - Monthly Report

EUP Regional Planning - Mini Grant Award

DPW Advisory Committee Minutes

Department of Treasury - Clean Water Revolving Fund Disbursement

Meeting adjourned at 8:20AM

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**July 17, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Robert Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee

Also, present Renee Gray, Brian Masterson, Rick Bernhardt, and Joe Micolo.  
Attendance 6

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

**#1 MOVED:** by Kathy Noel, second by Carla Sare, to approve the July 17, 2017, meeting agenda by moving Richard Bernhardt's Consulting Agreement to the top of agenda. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to accept the July 3, 2017, regular meeting minutes as written. Motion carried.

**#3 MOVED:** by Carla Sare, second by James Moore, to pay the following bills.

General Fund	11,267.10
Fire Fund	759.45
Ambulance Fund	40,227.69
Property Management Fund	2,204.28
Parks Fund	2,060.66
Recreation Center Fund	5,788.98
Fair Grounds Fund	6,171.86
Golf Course Fund	25,292.51
Sewer Fund	559,224.50
Water Fund	11,145.54
Rubbish Collection Fund	11,008.63
Police Fund	7,968.17

Grand Total \$683,119.37

Ck#48670-48731

Motion Carried.

**SUPERVISOR'S REPORT**

- Road work has started on M-80.
- Playground at the Recreation Center is about 90% complete.
- Materials for pavilion by the goat barn is being furnished by others.
- Complaint letter received about the fairgrounds, half of the items were completed by the time the letter was received.
- Richard LaCrosse, RV West, host has resigned.

**PUBLIC COMMENTS**

None

**#4 MOVED:** by Jim Moore, second by Rob Mills, to approve Richard Bernhardt's Consulting Agreement for the second segment of the SRF Project #5611-02 by changing #5 to state: "Consultant" shall, on a periodic basis, submit an invoice for services during the prior ensuing period which provides a detailed breakdown on the hours and expenses being billed. Payment shall be made by Township by the end of the month in which invoice is submitted. If a detailed invoice covering the period up to the end of the Township's fiscal year has not been submitted by April 15<sup>th</sup>, Consultant shall provide Township's Accountant with a total figure to use to finalize the Township's records no later than April 30<sup>th</sup>. Motion carried.

**#5 MOVED:** by James Moore, second by Kathy Noel, to tentatively award the Combined Heat and Power Improvements, SRF Project No. 5611-02 to L. D. Docsa Associates, Inc. in the amount of three million seven hundred fifty-four thousand six hundred and no/100 dollars (\$3,754,600.00) contingent upon receipt of the anticipated State Revolving Fund loan. Motion carried.

**#6 MOVED:** by James Moore, second by Kathy Noel, to adopt the Bond Ordinance 1.139 for the Second Segment of the SRF Project No. 5611-02. Roll call vote, all members present voted yes. Motion carried; Ordinance adopted.

**#7 MOVED:** by James Moore, second by Carla Sare, to adopt the Revolving Fund Resolution. Roll call vote, all members present voted yes; RESOLUTION adopted.

Tax Levy Resolution tabled until next meeting.

**#8 MOVED:** by Kathy Noel, second by Carla Sare, to authorize the purchase of four sections of 1 ¾ hose line and three sections of 1 ½ hose line for the Fire Department. Motion carried.

**#9 MOVED:** by Jim Moore, second by Carla Sare, to hire Kristan Brady part-time janitorial for the township hall at ten dollars per hour. Motion carried.

**#10 MOVED:** by Kathy Noel, second by Rob Mills, to approve hiring Kaitlyn McDonald for host at RV Park West through September 30, 2017. Motion carried.

**BOARD COMMENTS**

- Trustee Sare - No word about Dollar General or the hotel?
- Trustee Noel - The township received a donation from Peace Lutheran Church in the amount of one hundred eighty eight dollars and fifty cent (\$188.50)
- Supervisor Moore - I am looking into bids for bleachers.

**CORRESPONDENCE**

Accountant Hoolsema-Quarterly Balance Sheets  
Rec Director Frasure- Monthly Report  
Fairgrounds Complaint

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**

**August 7, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Marvin Besteman, Trustee  
Robert Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Also, present Brian Masterson, Renee Gray, Fred McClendon, Richard Bernhardt, Mike Hoolsema, and Joe Micolo.

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

**#1 MOVED:** by James Moore, second by Kathy Noel, to approve meeting agenda with addition of closed session regarding Union Grievance. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the July 17, 2017, meeting minutes as written. Motion carried.

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

General Fund	13,364.56
Fire Fund	4,008.30
Ambulance Fund	56,852.08
Property Management Fund	3,766.85
Parks Fund	2,742.62
Recreation Center Fund	32,911.14
Fair Grounds Fund	3,921.11
Golf Course Fund	27,385.24
Sewer Fund	54,790.94
Water Fund	69,965.63
Rubbish Collection Fund	11,070.44
Police Fund	8,697.07

Grand Total \$289,475.98

Ck#48732-48816

Motion Carried.

**SUPERVISOR'S REPORT**

- We received a letter from the Overland Group terminating their contract for the property on Riley Street.

**PUBLIC COMMENT**

- Resident commented about his displeasure with his tax assessment.

**#4 MOVED:** by Sheila Gaines, second by Kathy Noel, to purchase four aluminum bleachers from Park and Facilities cost not to exceed five thousand two hundred and fifty dollars (\$5,250.00) Motion carried.

**#5 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to adopt the 2017 Tax Levy Resolution. Roll call vote; all members present voted yes. RESOLUTION declared carried.

Employment Handbook section 303 Vacation Benefits reviewed and tabled until the next meeting.

**#6 MOVED:** by Kathy Noel, second by Sheila Gaines, to hire Samantha Lucas EMT for the EMS Department part time. Motion carried.

**#7 MOVED:** by Kathy Noel, second by James Moore, to hire Andrea Brown part time EMT for the EMS Department. Motion carried.

**#8 MOVED:** by Kathy Noel, second by Luanne Kooiman, to hire Whitley Tyler part time EMT for the EMS Department. Motion carried.

Employee requested to be paid for some vacation time because she is unable to take time off due to the department being short staffed. Board tabled until the next meeting.

**#9 MOVED:** by Kathy Noel, second by Luanne Kooiman, to approve the Lamb Pool's lease agreement with change to second paragraph by adding payment in advance of event. Motion carried.

**#10 MOVED:** by Jim Moore, second by Carla Sare, to approve Consulting Agreement with Richard Bernhardt for SRF Project third phase. Motion carried.

Two quotes received for a new roof on the township hall: one from Great Lakes Roofing and one from Kaysner Construction Inc. Whiskey River declined to quote and another firm did not respond.

**#11 MOVED:** by Kathy Noel, second by Carla Sare, to accept Great Lakes Roofing quote for a new roof on the township hall cost of sixty-three thousand two hundred fifty dollars (\$63,250.00). Motion carried.

**#12 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt Resolution 2017-1 Police Approval of Estimated Costs and Expenses for Annual Operation and Maintenance of Police Protection of Special Assessment Roll. Roll call vote: Moore, Gaines, Kooiman, Noel, Sare, and Mills yes; Besteman no. RESOLUTION declared carried.

**#13 MOVED:** by Jim Moore, second by Carla Sare, to adopt Resolution 2017-2 Filing of Special Assessment Roll Notice of Public Hearing. Roll call vote: Moore, Gaines, Kooiman, Noel, Sare, and Mills yes; Besteman no. RESOLUTION declared carried.

**#14 MOVED:** by Jim Moore, second by Carla Sare, to adopt Resolution of Final Project Plan for Wastewater System Improvements. Roll call vote all members present voted yes. RESOLUTION declared carried.

**#15 MOVED:** by Luanne Kooiman, second by Carla Sare, to go into closed session to discuss Union Grievance. Motion carried.

**BOARD COMMENTS**

- Clerk Gaines- Cemetery issues

Recessed to closed session 7:55PM.

Reconvened from closed session 8:20PM

**CORRESPONDENCE**

Accountant Hoolsema-Workers Compensation Cost Reduction

Police Board Meeting Minutes

Chief of Police Micolo

SRF Project to Department of Environmental Quality

Chippewa County Fair Board Meeting Minutes

Meeting adjourned at 8:22PM

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**August 21, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee  
Robert Mills, Trustee

Also, present Insurance Agent Gandolfi, Deputy Supervisor McClendon, EMS Director Gray, Greenskeeper Palmer, SRF Consultant Bernhardt, Chief of Police Micolo, and Herman Calkins.  
Attendance 9

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

**#1 MOVED:** by Jim Moore, second by Luanne Kooiman, to approve the August 21, 2017, meeting agenda. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to approve the August 7, 2017, meeting minutes as written. Motion carried.

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

General Fund	13,101.24
Fire Fund	2,578.86
Ambulance Fund	41,974.87
Property Management	9,377.84
Parks Fund	154.65
Recreation Center Fund	53,512.51
Fairground Fund	7,953.04
Golf Course Fund	15,002.08
Sewer Fund	538,984.85
Water Fund	15,478.31
Police Fund	7,558.98

**Grand Total**

**\$705,677.23**

Ck# 48817-48876

Motion carried.

Adam Gandolfi, the township's insurance agent, from Municipal Underwriters, updated the Board on liability and comp claims. Overall claims are down. In 2015 there were no claims made. The township's optional liability has been the same for thirty years. Between the grant program and dividend checks the township has received twenty-three hundred dollars back. There are two grants per year. The next grant period opens October 1, 2017.

### **SUPERVISOR'S REPORT**

- Kincheloe plus 40 will be September 30, 2017, beginning at 12:00PM at the EDC.

### **PUBLIC COMMENTS**

None

**#4 MOVED:** by Sheila Gaines, second by Jim Moore, to amend section 304 of the Personnel Policy Handbook sixth paragraph delete *"If the total amount of unused vacation time reaches a "cap" equal to 240 hours, further vacation accrual will stop. When the employee uses paid vacation time and brings the available amount below the cap, vacation accrual will begin again"* and in paragraph 8 add to *"upon termination of employment, employees will be paid for unused vacation time that has been earned through the last day of work 'up to a maximum of 240 hours.'"* Motion carried.

EMS Director Gray submitted her hours worked upon and beyond scheduled time as requested by the Board at the last meeting. Her department is going through a lot of changes and the Board agrees that the Personnel Committee should schedule a workshop with Renee to discuss all options. It is also, advised that all Department Managers should keep track of any "extra" hours they work emergencies, call in's, or any other time necessary.

As with the Police Chief, the EMS Director has been unable to take any time off and has requested to be paid for some of her vacation time.

**#5 MOVED:** by Jim Moore, second by Kathy Noel, to pay Renee Gray EMS Director for one hundred hours of vacation at her current pay rate. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Sheila Gaines, to approve the purchase of herbicide for the golf course at a cost of one thousand five hundred dollars (\$1,500.00) Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to hire Jeremy Spencer full time EMS Paramedic at a rate of fifteen fifty (\$15.50) per hour. Motion carried.

**#8 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to allow EMS Director Gray to hire one additional full time Paramedic. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve updated SAW Project for the Charter Township of Kinross. Motion carried.

**#10 MOVED:** by Jim Moore, second by Kathy Noel, to adopt Resolution update for Authorizing the SAW Grant Agreement. Roll call vote Moore, Noel, Sare, Kooiman, and Gaines Yes. Besteman and Mills Absent. RESOLUTION declared adopted.

**#11 MOVED:** by Sheila Gaines, second by Carla Sare, to approve SRF Consultant Bernhardt bill all hours worked on the SAW Grant under the SRF agreement. Motion carried.

**#12 MOVED:** by Jim Moore, second by Kathy Noel, to approve the Planning Commission's recommendation to adopt MTA's Opt Out Policy for Medical Marihuana. Motion carried.

#### **BOARD COMMENTS**

- Trustee Sare - Are dirt bikes and four-wheelers allowed to ride down the road?
- Clerk Gaines – There are over 20,000 voters in Chippewa county and less than 2,300 registered voters voted in the August election.

#### **CORRESPONDENCE**

DPW Advisory Meeting Minutes

USPS Lease

Up4Health Challenge update

Kinross Township ranked 3rd safest community in MI

Mark Nettleton-Final Debt Schedule for Kinross Township

Meeting adjourned at 8:10PM

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor



**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**September 5, 2017**

**4884 W. Curtis St**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Carla Sare, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also, present Fred McClendon, Rick Bernhardt, and Joe Micolo.

Attendance 5

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

**#1 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve the September 5, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to accept the August 21, 2017, meeting minutes as written. Motion carried.

**#3 MOVED:** by Luanne Kooiman, second by Carla Sare, to pay the following bill.

General Fund	11,898.62
Fire Fund	560.14
Ambulance Fund	85,771.83
Property Management Fund	1,161.66
Parks Fund	2,459.14
Recreation Center Fund	5,467.43
Fairgrounds Fund	3,577.82
Golf Course Fund	10,424.93
Sewer Fund	74,449.27
Water Fund	62,161.47
Rubbish Collection Fund	88.32
Police Fund	7,054.06

Grand Total \$265,074.69

Ck#48877-48930

Motion carried.

**PUBLIC COMMENTS**

- SRF Consultant Bernhardt informed the Board that the 2013 SAW Grant was approved.

**SUPERVISOR’S REPORT**

- Arbitration with the Union will be scheduled.
- Received billing from Post Office for job completed by VanSloten.

**#4 MOVED:** by Rob Mills, second by Jim Moore, to adopt Resolution 2017-18 to Opt Out and Decline to Authorize any Type of Medical Marijuana Facilities in Kinross Charter Township. Roll call vote: all members present voted yes, Besteman absent. RESOLUTION declared carried.

**#5 MOVED:** by Jim Moore, second by Kathy Noel, to accept the Union’s Letter of Agreement regarding employee vacation time by amending section 304 of the Personnel Policy Handbook sixth paragraph delete “If the total amount of unused vacation time reaches a “cap” equal to 240 hours, further vacation accrual will stop. When the employee uses paid vacation time and brings the available amount below the cap, vacation accrual will begin again” and in paragraph 8 add to “upon termination of employment, employees will be paid for unused vacation time that has been earned through the last day of work ‘up to a maximum of 240 hours.’” Motion carried.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to hire Paul Fretz custodian for the township ten dollars per hour. Motion carried.

Clerk Gaines left the meeting due to family emergency.

**#7 MOVED:** by Luanne Kooiman, second by Rob Mills, to approve the Lockhart Land Division Resolution 2017-19. Roll call vote: all members present voted yes; Gaines and Besteman absent. RESOLUTION declared carried.

**#8 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the Croad Land Division Resolution 2017-20. Roll call vote: all members present voted yes; Gaines and Besteman absent. RESOLUTION declared carried.

**BOARD COMMENTS** None

**CORRESPONDENCE**

- Fair Board Meeting Minutes
- Chief Micolo Monthly Report
- Police Board Meeting Minutes

Meeting adjourned at 7:33PM

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**September 18, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Carla Sare, Trustee  
Kathy Noel, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also, present Mike Hoolsema and Joe Micolo.

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

**#1 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve the September 18, 2017, meeting agenda by adding the Supervisor's report to the agenda. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Carla Sare, to approve the September 5, 2017, regular meeting minutes and the September 6, 2017, Police Special Assessment Public Hearing minutes as written. Motion carried.

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

General Fund	46,649.81
Fire Fund	1,189.17
Ambulance Fund	49,463.09
Property Management Fund	5,559.66
Parks Fund	1,025.60
Recreation Center Fund	5,556.81
Fairgrounds Fund	3,795.37
Golf Course Fund	20,913.59
Sewer Fund	161,404.13
Water Fund	12,257.63
Rubbish Collection Fund	11,091.88
Police Fund	8,606.42

Grand Total \$327,513.16

Ck#48931-49009

Motion carried.

**SUPERVISOR'S REPORT**

- Post Office has requested repairs to potholes in parking lot and asked that the building be power washed and painted.
- Spoke with the Co-Op Manager regarding their lease agreement renewal.
- Race Track has done well this year. The stands took in \$3,400.00 and camping for the Randy DeWitt memorial was \$2,600.00.
- Snow mobile race at the fairgrounds is tentatively scheduled for January 6<sup>th</sup> and 7<sup>th</sup>.

Lake Michigan CPA Services, PLC presented the audit report for year ending March 31, 2017. The report showed no discrepancies. Sara stated that she uses Kinross as an example to other townships. She reported that management was cooperative and presented documentation on demand and all questions were answered satisfactorily. The township accountant is doing an excellent job keeping the books. She stated that the only concern is off site cash receipting. However, the books show consistency in collections and this is just something for management to keep track of.

**#4 MOVED:** by Kathy Noel, second by Robert Mills, to accept the March 31, 2017, Audit Report as written and presented. Motion carried.

**#5 MOVED:** by Sheila Gaines, second by Kathy Noel, to adopt the 2017-3 Confirmation of Special Assessment Roll; Lien; Payment and Collection of Special Assessment for the Police Department with one correction on Special Assessment dollar amount to be collected. Roll call vote: Moore, Gaines, Kooiman, Noel, Sare, and Mills all voted yes; Besteman absent. RESOLUTION declared carried.

**#6 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve submitting delinquent water, sewer, and garbage bills to the county as a lien on tax roll. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Robert Mills, to reclassify Daniel Miller from part time EMT to part time AEMT to an hourly rate of eleven dollars and eighty four cent per hour for the EMS Department. Motion carried.

**#8 MOVED:** by Jim Moore, second by Carla Sare, to approve submission of long term 2% and after school programing 2% grant applications to the Sault Tribe for consideration. Motion carried.

**BOARD MEMBER COMMENTS**

- Trustee Noel-Excellent job to Accountant Hoolsema.  
Concerns about the Ambulance Dept.
- Treasurer Kooiman-Anything on the hotel?

**CORRESPONDENCE**

Accountant Hoolsema-Investment Policy Information

Liaison Committee Meeting Minutes

Planning Commission

USPS-Tenant Request for Proposal Terms

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 2, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Luanne Kooiman, Treasurer  
Rob Mill, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Sheila Gaines, Clerk  
Marvin Besteman, Trustee

Also present Renee Gray, Brandon Hetrick, Bill Palmer, Brian Masterson, and Deedee Frasure.  
Attendance 8

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

**#1 MOVED:** by Kathy Noel, second by Carla Sare, to approve the October 2, 2017, meeting agenda with addition of quote for new well from Northern Pump & Well. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the September 18, 2017, meeting minutes as written. Motion carried.

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

General Fund	10,883.93
Fire Fund	14,004.68
Ambulance Fund	38,848.36
Property Management Fund	1,611.48
Parks Fund	2,223.39
Recreation Center Fund	3,417.72
Fairgrounds Fund	2,044.42
Golf Course Fund	7,550.44
Sewer Fund	500,262.50
Water Fund	8,136.60
Police Fund	5,966.90

Grand Total \$595,650.42

Ck#49010-49057

Motion carried.

## **SUPERVISOR'S REPORT**

- Processing closing of campgrounds; tables have been removed.
- RV West closed September 30, 2017.
- MIRA race will be in January.
- Commission member Carolyn Hall has stepped down from Planning Commission due to work schedule. Robert Jones will be appointed.

## **PUBLIC COMMENTS**

None

DPW Superintendent Masterson-Contractor doing the Windermere Drive project is being fined five hundred dollars per day for not finishing on time. Brian also informed the Board about well number 6. Northern Pump & Well have quoted for a new well to be put in.

**#4 MOVED:** by Jim Moore, second by Kathy Noel, to have Northern Pump & Well drill a new well cost not to exceed one hundred thirty thousand three hundred forty-four dollars. Motion carried.

**#5 MOVED:** by Kathy Noel, second by Carla Sare, to approve the purchase of snow mold fungicide for the golf course cost of sixteen thousand two hundred and ten dollars. Motion carried.

**#6 MOVED:** by Kathy Noel, second by Carla Sare, to reclassify Chris Lucas from part time to full time EMT for the EMS Department. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Carla Sare, to hire DeShannon Lott part time EMT for the EMS Department. Motion carried.

**#8 MOVED:** by Luanne Kooiman, second by Rob Mills, to hire Shannon Rader part time Program Assistant for the Recreation Center effective September 25, 2017. Motion carried.

**#9 MOVED:** by Carla Sare, second by Rob Mills, to approve Fire Chief Bensel's request to purchase new pagers (cost of one thousand nine hundred and eighty-two dollars), a laptop for training (cost not to exceed eight hundred dollars), and renew SAMS registration (cost of five hundred seventy-five dollars). Motion carried.

**#10 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve and authorize Supervisor Moore to sign Engagement Agreement with Moher & Cannello, P.C. to deal with union grievance. Motion carried.

**#11 MOVED:** by Kathy Noel, second by Carla Sare, to approve a five year lease agreement with the Kinross Co-Op at the current lease fee with annual (as needed) adjustment of property taxes. Motion carried.

**BOARD MEMBER COMMENTS**

What is happening with the Dollar General and the hotel?

**CORRESPONDENCE**

Robert Jones-interest to serve on Planning Commission  
Postal Service Maintenance Required

Meeting adjourned at 7:30 PM.

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Sheila M. Gaines, Clerk

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James Moore, Supervisor

**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**October 16, 2017**

**4884 W. Curtis St**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Carla Sare, Trustee  
Marvin Besteman, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Also, present Joe Micolò.  
Attendance 4

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

**#1 MOVED:** by Kathy Noel, second by Carla Sare, to approve the October 16, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to accept the October 2, 2017, meeting minutes as presented. Motion carried.

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

General Fund	43,276.13
Fire Fund	1,904.96
Ambulance Fund	52,838.59
Property Management Fund	3,837.72
Parks Fund	163.71
Recreation Center Fund	5,333.52
Fairgrounds Fund	6,487.97
Golf Course Fund	11,734.38
Sewer Fund	81,328.65
Water Fund	55,904.56
Rubbish Collection Fund	11,159.30
Police Fund	9,030.30

Grand Total \$282,999.79

Ck#49058-49057

Motion carried.

**SUPERVISOR’S REPORT**

- Grant for a handicap swing is in the process.
- A meeting will be held on Wednesday with Burton Excavating regarding the Windermere Drive project.
- Snowmobile race for January 6, and 7<sup>th</sup>, 2018, is confirmed.

**#4 MOVED:** by Sheila Gaines, second by Kathy Noel, to appoint Robert Jones to the Planning Commission. Motion carried.

**PUBLIC COMMENTS**

- Rental manager discussed delinquent water and sewer bills at his units.

**#5 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to deny Hardship Application request for EMS offer payment plan or payoff at a 20% discount. Motion carried.

**#6 MOVED:** by Luanne Kooiman, second by Kathy Noel, to reclassify Kari Evey from part time to full time status with the EMS Department. Motion carried.

**#7 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to hire Mason Pletz part time EMT for the EMS Department. Motion carried.

**BOARD MEMBER COMMENTS**

- Trustee Sare-requested information on water and sewer billing for Windermere Drive and questioned seasonal employees having banked hours.
- Clerk Gaines-Postal service office sale.

**CORRESPONDENCE**

Postal Service Maintenance Required  
DEQ Drinking Water Asset Management Plan  
Planning Commission Meeting Minutes  
Rec Committee Meeting Minutes  
Rec Director Report

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**

**November 6, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

Jim Moore, Supervisor  
Sheila Gaines, Clerk  
Luanne Kooiman, Treasurer  
Carla Sare, Trustee  
Kathy Noel, Trustee  
Rob Mills, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also, present Rick Bernhardt, Renee Gray, Deedee Frasure, Brian Masterson, and Joe Micolo.

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

**#1 MOVED:** by Luanne Kooiman, second by Jim Moore, to approve the November 6, 2017, meeting agenda with addition of opening a savings account for the SAW Grant. Motion carried.

**#2 MOVED:** by Carla Sare, second by Kathy Noel, to accept the October 16, 2017, Regular Meeting Minutes. Motion carried.

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

General Fund	9,168.32
Fire Fund	4,013.22
Ambulance Fund	33,215.67
Property Management Fund	443.36
Parks Fund	1,262.82
Recreation Center	9,025.50
Fairgrounds Fund	2,611.66
Golf Course Fund	21,146.75
Sewer Fund	1,344,951.71
Water Fund	18,001.58
Rubbish Collection Fund	11,097.92
Police Fund	6,246.12

Grand Total \$1,461,184.63

Ck# 49126-49198

Motion carried.

### **SUPERVISOR'S REPORT**

- Windermere Drive water lines are done.
- Payne and Dolan will fix drive ways.
- Windermere Drive will be paved next spring. Kincheloe and Forest Lodge Road will also be paved next year.

### **PUBLIC COMMENTS**

- Renee Gray EMS Director praised Chief Micolo and his intern for their quick response to home last week.
- Rick Bernhardt SRF Consultant- SAW grant paperwork will be in next week. He also requested to contact Attorney Mark Nettleton regarding SAW Grant money for disadvantaged communities.

**#4 MOVED:** by Jim Moore, second by Luanne Kooiman, to authorize the Rec Director Frasure to spend up to five thousand seven hundred dollars for Kids Christmas and Senior Citizens meal. Motion carried.

**#5 MOVED:** by Sheila Gaines, second by Carla Sare, to deny the additional late charges on the Townships' Visa cards at the Soo Co-Op Credit Union. Motion carried.

The township has accepted a handicap accessible swing from the Rotary Club of Sault Ste. Marie free of charge.

**#6 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to accept the offer from Brad Ormsbee to purchase the Kincheloe Post Office in the amount of one hundred thousand dollars (\$100,000.00). Motion carried with two no votes.

Quotes were submitted for a new display sign at the township hall purchase will be delayed pending further research and cost to purchase.

**#7 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve Sam Ortiz full time Paramedic for Kinross EMS effective October 30, 2017. Motion carried.

**#8 MOVED:** by Jim Moore, second by Kathy Noel, to approve EMS Director Gray's request to restructure pay scale and pay changes for existing employees as submitted. Motion carried.

**#9 MOVED:** by Sheila Gaines, second by Carla Sare, authorize Treasurer Kooiman to open a savings account at the Soo Co-Op Credit Union for the DPW SAW Grant. Motion carried.

**BOARD MEMBER COMMENTS**

- Trustee Mills - I disagree with selling the Post Office.
- Trustee Sare - Why did a seasonal employee get paid for an additional eighty hours of work when it was stated that the person was laid off as of October 1, 2017?
- Kathy Noel- Just wanted to bring up that the fund budgets have a negative fund balance as of the end of September. We need to be careful about our spending until the taxes start coming in.

**CORRESPONDENCE**

Police Board Minutes

Fair Board Minutes

September 30, 2017 Balance Sheet & Budgetary Status Reports

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**

**November 20, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Sheila M. Gaines, Clerk  
Luanne Kooiman, Treasurer  
Bob Mills, Trustee  
Kathy Noel, Trustee  
Carla Sare, Trustee

**MEMBERS ABSENT**

Marvin Besteman, Trustee

Also, present Renee Gray, Brian Masterson, Rick Bernhardt, Fred McClendon, Deedee Frasure, and Joe Micolo.

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

**#1 MOVED:** by Jim Moore, second by Luanne Kooiman, to approve the November 20, 2017, meeting agenda with addition of discussion regarding the SAW Grant with Rick Bernhardt. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Carla Sare, to accept the November 6, 2017, meeting minutes as written. Motion carried.

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

General Fund	11,850.56
Fire Fund	868.52
Ambulance Fund	53,736.91
Property Management Fund	1,968.25
Parks Fund	502.84
Recreation Center Fund	7,052.64
Fairgrounds Fund	1,017.31
Golf Course Fund	6,797.29
Sewer Fund	62,769.49
Water Fund	12,353.29
Police Fund	7,844.37

Grand Total \$166,761.47

Ck#49199-49260

Motion carried.

**SUPERVISOR'S REPORT**

- I received the paperwork from the Post Office for the property transfer.
- Check received from Spectrum for Golf Course damage.

Consultant Bernhardt updated the Board on the SAW Grant.

**#4 MOVED:** by Kathy Noel, second by Carla Sare, to pay consultant Bernhardt for work done under the SAW Grant with SAW Grant money effective August 21, 2017. Motion carried.

**PUBLIC COMMENTS**

None

**#5 MOVED:** by Sheila Gaines, second by Carla Sare, to rescind motion #5 of the November 6, 2017, meeting due to misunderstanding. Motion carried.

**#6 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve agreement with the Kinross Recreation Fitness Center and Sault Tribe Community Health Program for use of fitness room for a fee of four thousand dollars (\$4,000.00) for twelve months beginning December 1, 2017, ending December 1, 2018. Motion carried.

**#7 MOVED:** by Sheila Gaines, second by Luanne Kooiman, to recognize EMS employee Chris Lucas's full time status effective October 30, 2017. Motion carried.

**#8 MOVED:** by Sheila Gaines, second by Kathy Noel, to approve EMS Director Gray's request to move Keri Evey from part time to full time status effective December 1, 2017. Motion carried.

**#9 MOVED:** by Luanne Kooiman, second by Sheila Gaines, to approve the EMS Department's General Compliance Policy and implementation of new scheduling and wages effective December 3, 2017. Motion carried.

**BOARD COMMENTS**

- Clerk Gaines-Spectrum has already increased our phone service from \$29.99 to 39.99.
- Trustee Noel- Great job on the policy very well written EMS Director Gray.

**November 20, 2017**

**Page 3**

**CORRESPONDENCE**

Spectrum - Damage Claim

Sault Tribe -After School and Furnace Funding

Planning Commission - Meeting Minutes

State of MI Department of Treasury - Re: Project 5611 02

Meeting adjourned at 7:25PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor



**KINROSS CHARTER TOWNSHIP  
REGULAR MEETING**

**December 4, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

James Moore, Supervisor  
Luanne Kooiman, Treasurer  
Kathy Noel, Trustee  
Robert Mills, Trustee

**MEMBERS ABSENT**

Sheila Gaines, Clerk  
Carla Sare, Trustee  
Marvin Besteman, Trustee

Also, present Judy Wright, Brian Bensel, Renee Gray, Mike Hoolsema, and Joe Micolo.  
Attendance 7

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 4, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Luanne Kooiman, second by Kathy Noel, to accept the November 20, 2017, meeting minutes as written. Motion carried.

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

General Fund	9,542.03
Fire Fund	2,935.68
Ambulance Fund	36,854.75
Property Management	(129.56)
Parks Fund	47.40
Recreation Center Fund	4,238.79
Fairground Fund	251.91
Golf Course Fund	3,984.00
Sewer Fund	303,179.24
Water Fund	14,424.32
Police Fund	8,153.69

Grand Total \$383,482.25

Ck#49261-49303

Motion carried.

**SUPERVISOR'S REPORT**

- SAW Grant paperwork submitted.
- Police Department has a possible new officer coming on board. Will have more on that at the next meeting.
- Delta is canceling the Police Department's services as of December 31, 2017.
- We have received all the money for damages at the golf course.

**PUBLIC COMMENTS**

None

**#4 MOVED:** by Luanne Kooiman, second by Kathy Noel, to deny Chippewa County Treasurer's offer of property #17-008-034-003-10. Motion carried.

**#5 MOVED:** by Kathy Noel, second by Luanne Kooiman, to acknowledge a change to EMS Director Gray's restructuring time frame from December 1 to December 31, 2017, due to staffing issues. Motion carried.

**#6 MOVED:** by Jim Moore, second by Luanne Kooiman, to reclassify Samantha Lucas from part time EMT to part time Paramedic effective December 31, 2017. Motion carried.

**#7 MOVED:** by Kathy Noel, second by Bob Mills, to hire Craig Benton AEMT effective December 4, 2017. Motion carried.

**#8 MOVED:** by Jim Moore, second by Luanne Kooiman, to enter into an agreement between Kinross EMS and Smithers Tire & Automotive Testing Services, Inc. at a rate of \$64,400.00. Motion carried.

**#9 MOVED:** by Jim Moore, second by Luanne Kooiman, to adopt Resolution 2017-21 Property Sale. Roll call vote: Moore yes, Kooiman yes, Noel no, and Mills no. RESOLUTION failed.

**#10 MOVED:** by Jim Moore, second by Kathy Noel, to adopt Resolution 2017-22 Budget Adjustment. Roll call vote: all present voted yes. RESOLUTION declared carried.

**#11 MOVED:** by Jim Moore, second by Kathy Noel, to adopt Resolution 2017-23 ACH Designated Authority. Roll call vote: all present voted yes. RESOLUTION declared carried.

Fire Chief Bensel requested permission to sell the old tanker. Board requested advertisement for sealed bids minimum bid one thousand dollars. The twelve bar airbag control box was damaged. Insurance claim approved less deductible.

**#12 MOVED:** by Jim Moore, second by Luanne Kooiman, to appoint John Payne to the KVFD.  
Motion carried.

**BOARD COMMENTS**

- Tax bills were mailed.
- Senior Christmas Dinner is Thursday, December 7, 2017, beginning at 12:00PM.

**CORRESPONDENCE**

Police Board Meeting Minutes  
Chief of Police Monthly Report  
Department of Treasury- SAW Grant Award  
PFM Financial Advisors

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**

**December 18, 2017**

**4884 W. Curtis St.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Robert Mills, Trustee

Also present Brian Masterson and Joe Micolo.

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

**#1 MOVED:** by Luanne Kooiman, second by Kathy Noel, to approve the December 18, 2017, meeting agenda as presented. Motion carried.

**#2 MOVED:** by Kathy Noel, second by Luanne Kooiman, to accept the December 4, 2017, regular meeting minutes as written. Motion carried.

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

General Fund	13,361.85
Fire Fund	3,448.07
Ambulance Fund	52,466.26
Property Management Fund	1,800.61
Parks Fund	88.98
Recreation Center Fund	5,867.73
Fairgrounds Fund	762.13
Golf Course Fund	6,212.65
Sewer Fund	144,536.63
Water Fund	23,762.33
Rubbish Collection Fund	11,422.95
Police Fund	8,584.30

Grand Total \$272,314.49

Ck# 49304-49373

Motion carried.

**SUPERVISOR'S REPORT**

- Bids are being accepted for the Dollar General Store. Information available at [www.springfieldbuilders.com](http://www.springfieldbuilders.com)

**PUBLIC COMMENT**

None

**#4 MOVED:** by Jim Moore, second by Luanne Kooiman, to adopt Resolution 2017-21 Property Sale. Roll call vote Moore, Gaines, Kooiman, Besteman, and Sare, yes Noel no. RESOLUTION declared carried,

**#5 MOVED:** by Sheila Gaines, second by Carla Sare, to post in-house, beginning December 27, 2017, for five days for a Lab Operator. Motion carried.

**#6 MOVED:** by Jim Moore, second by Carla Sare, to reappoint Ron Gilmore and Heidi Hetrick to the DPW Advisory Committee. Motion carried.

**#7 MOVED:** by Jim Moore, second by Luanne Kooiman, to offer Darrin Wilcox a part time officer position with the Kinross Police Department at an hourly rate of thirteen dollars and seventy one cents. Motion carried.

**#8 MOVED:** by Jim Moore, second by Kathy Noel, to approve the MIRA Race Lease agreement as written. Motion carried.

**#9 MOVED:** by Kathy Noel, second by Carla Sare, to approve the Yooper Classic Cattle Show Lease agreement as written. Motion carried.

**#10 MOVED:** by Jim Moore, second by Sheila Gaines, to rehire Kaitlyn McDonald RV West host for 2018. Motion carried.

**BOARD MEMBER COMMENTS**

None

**CORRESPONDENCE**

Rodeo Production Schedule of proposed Events  
Planning Commission Meeting Minutes  
Charter Communication Rates  
Chippewa County Fair Board Meeting Minutes

Meeting adjourned at 7:30PM.

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Sheila M. Gaines, Clerk

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James R. Moore, Supervisor