

**Regular Meeting of Beaver Creek Township
August 8, 2017**

The Beaver Creek Township Board held its regular meeting on August 8, 2017 at 10:00 am. Board members present: Van Nuck, Hartman, Meisner, Little and Raybuck.

The Pledge of Allegiance was led by the supervisor.

Agenda:

Motion by Meisner and seconded by Raybuck to approve the agenda as presented. All ayes, motion carried.

Minutes:

Motion by Little and seconded by Meisner to approve the minutes from the July 11, 2017 regular meeting. All ayes, motion carried.

Motion by Raybuck and seconded by Little to approve the minutes from the July 11, 2017 closed meetings. All ayes, motion carried.

Motion by Raybuck and seconded by Van Nuck to approve the minutes from the special meeting held July 24, 2017, with one correction: #1 under FIRE DEPARTMENT should read, Per chief, looked into having a local chief and company check into someone who could certify the gear, waiting to hear from them. All ayes, motion carried.

Financial Report:

Supervisor would like to accept the financial report as presented, subject to the auditor's review.

Treasurers Report:

Treasurer reported that he had attended class for treasurers only, but that it was not very informative.

Supervisors Report:

Commissioner Sharon Priebe called and said she would not be able to attend today's meeting. The supervisors retreat was very good and she missed several meetings due to illness.

Motion by Van Nuck and seconded by Raybuck to return the \$25.00 cleaning fee paid by Mary Weatherly for a community center rental, as everything was cleaned perfectly and they left many unused items in the cupboards for future use. Roll call vote with all ayes, motion carried.

Higgins Lake Utilities Authority:

We are working on the quarterly O & M fees and if they need to be increased.

Fire Department:

Motion by Van Nuck and seconded by Raybuck to amend the minutes to the July 11, 2017 regular meeting under Fire Department, first sentence should read, "Aaron Pryer is now a / ***paid on call*** fire fighter". All ayes, motion carried. (Per 9/12/2017 meeting, should read "***full time***" firefighter and remove "paid on call".)

DPW:

The scanner used at the transfer site to count bags of garbage is not working. It was purchased in February 2016 for \$825.00 with a 90 day warranty. The supervisor and DPW Director are checking into options.

Planning/Zoning:

We have 19 zoning permits issued so far this year. The Zoning Administrator will attend a class on the 9th in Frankenmuth.

Beaver Creek Township/Grayling Charter Township Utilities Authority:

After a review of our offices by Rural Development, we are not ADA compliant and some work needs to be done to make us compliant.

Old Business:

1. Discussion regarding updating the Master Plan for the township. Motion by Hartman and seconded by Little to have the supervisor to get options ready and back to the board as soon as possible. Roll call vote with all ayes, motion carried.
2. Township sign. Motion by Raybuck and seconded by Hartman to appoint someone on the board to approach the two high schools, grades 9-12, and offer a prize for sign design. All ayes, motion carried.
3. Pere Cheney burials. Motion by Van Nuck and seconded by Little to have the Attorney and board member Little look into feasibility of burials in the Pere Cheney Cemetery. All ayes, motion carried. Other items to look at: Who owns plots, is there room for more burials, are there uncharted burials, contact Michigan State/Oakland University/State Crime lab and see if they can help us with locating burial spots.
4. Per diem. Motion by Van Nuck and seconded by Hartman to pay per diem when someone attends a full day of class and it is over 100 miles (one way) from the township offices. Roll call vote with ayes: Van Nuck, Meisner, Raybuck, Hartman, nay: Little. The current per diem policy and update states that one must stay overnight, inferring two days of classes.

New Business:

1. Trustee Medical Insurance. Motion by Raybuck and seconded by Van Nuck to remove the Trustees from receiving healthcare benefits by amending the Healthcare Ordinance. Roll call vote with all ayes, motion carried. Raybuck stated that she did not believe that healthcare should be part of the trustee's package, but that it should be made up / in their salary, to be determined by board. This is to be revisited next month. with an adjustment (Added from 9/12/17 meeting.)
2. Motion by Little and seconded by Van Nuck to purchase a new roll cart for table storage in the community center; the "Work Smart" rack for \$164.95. Roll call vote with all ayes, motion carried.
3. Motion by Hartman and seconded by Meisner to give the zoning administrator a 3% raise, effective September 1, 2017. Roll call vote with all ayes, motion carried.
4. The fire chief addressed the problem of no separate sleeping quarters at the fire department. Motion by Little and seconded by Van Nuck to allow the fire chief to spend up to \$2,000 to make three separate sleeping quarters, to code. Also contact MMR and see if they would be willing to help with the cost. Roll call vote with all ayes, motion carried.
5. Motion by Little and seconded by Van Nuck to hire William Sborek as a probationary fire fighter at \$9.00 per hour until certified. Roll call vote with all ayes, motion carried.
6. Motion by Hartman and seconded by Little to have the auditor do a bring up audit and Form 65 for the year ending June 30, 2017. Roll call vote with all ayes, motion carried.
7. A six month review was done by Raybuck and Van Nuck of the fire chief, with all issues being looked at and discussed areas of improvement. In conclusion, it was felt he is doing a / very good job as fire chief. (Per 9/12/17 meeting, delete word "very".)
8. Discussion regarding giving employees discounts when renting the township hall. Board did not feel that this should be done.

9. The fire chief stated that the Fire Code Ordinance needs to be updated so he will check to see if a new ordinance needs to be written or if an amendment will do.

10. On September agenda, the fire chief would like to make changes to the "Code for Operating Policy".

11. Motion by Van Nuck and seconded by Raybuck to have the clerk sign the necessary paperwork for VOYA / changes. All ayes, motion carried. (Addition per 9/12/2017 meeting)

Notice of Change

12. Listing of vacant property. Motion by Raybuck and seconded by Meisner to have the supervisor and clerk sign the agency agreement with the broker, Century 21 River Country. Roll call vote with all ayes, motion carried.

Motion by Van Nuck and seconded by Little to sign a listing agreement for vacant property at 10101 S. Grayling Road, listed at \$15,500, with commission minimum of \$1,000 or 7%, for one year. Roll call vote with all ayes, motion carried.

Motion by Van Nuck and seconded by Raybuck to sign a listing agreement for vacant property Lot 327 of Indian Glens, listed at \$4,500, with commission minimum of \$1,000 or 7%, for one year. Roll call vote with all ayes, motion carried.

Motion by Van Nuck and seconded by Raybuck to sign a listing agreement for vacant property Lot 351 of Indian Glens, listed at \$4,500, with commission minimum of \$1,000 or 7%, for one year. Roll call vote with all ayes, motion carried.

13. Motion by Van Nuck and seconded by Little to pay the accounts payable in the amount of \$17,585.11, checks #31527 through #31560. Roll call vote with all ayes, motion carried.

Public Comments:

Helvie: stated that we should hold meetings at night. Trustee should not get paid if not present at meeting.

Small: the fire chief did the adding of windows without board approval and has the roof issue been resolved?

Motion by Van Nuck and seconded by Meisner to adjourn the meeting at 11:57 am.

Sharon K. Hartman, Clerk

**Special Meeting of Beaver Creek Township Board
August 11, 2017**

A special meeting of the board was held August 11, 2017 at 9:04 am. Those present: Van Nuck, Hartman and Meisner with Raybuck and Little on the phones.

The purpose of the special meeting was to pay two bills for the fire department and approve obtaining bids on the Accessibility Assessment and Transition Plan submitted from Michigan Rural Development.

The Pledge of Allegiance was led by the supervisor.

Motion by Hartman and seconded by Meisner to accept the agenda as presented. All ayes, motion carried.

Motion by Van Nuck and seconded by Meisner to pay two fire department bills. Roll call vote with all ayes, motion carried. The checks were as follows: 1. from attorney for Investigative Report for the fire department in the amount of \$1,800.00, and 2. From West Heating & Air Conditioning for work on air conditioners for \$700.00.

The fire chief is getting quotes on ac replacement/repair.

Motion by Raybuck and seconded by Van Nuck to get quotes for fixing and addressing issues in the Accessibility Assessment and Transition Plan. All ayes, motion carried.

It should be advertised for bids.

Motion by Van Nuck and seconded by Raybuck to adjourn meeting at 9:14 am.

Sharon K. Hartman, Clerk

**Beaver Creek Township
Special Meeting September 1, 2017**

The Beaver Creek Township Board held a special meeting on Friday, September 1, 2017 at 10:00 am. Board members present: Van Nuck, Hartman, Meisner, Raybuck. Little was on the phone. Attorney Greg Meihn was also on the phone.

The purpose of the meeting was to decide on a list of agenda items: 1. Fire department purchases, 2. Transfer site expenditures, 3. Hot water heater quotes, 4. Medical marihuana, 5. Master Plan quote, 6. Merry-go-round price to fix, 7. Bids for fire department interior repair and 8. Banking changes.

Agenda:

Motion by Raybuck and seconded by Meisner to approve the agenda as presented. All ayes, motion carried.

1. Fire department purchases.

a. Motion by Raybuck and seconded by Meisner to send Van Nuck and the fire chief to a MTA Emergency Services Class September 19, 2017. Roll call vote: ayes, Van Nuck, Raybuck, Meisner, nays, Little and Hartman. Motion carried.

b. Motion by Van Nuck and seconded by Hartman to purchase two SCBA bottles for the Scott Air Packs, in the amount of \$1,202.00. Roll call vote with all ayes, motion carried.

c. Motion by Van Nuck and seconded by Meisner to purchase demo gear from Time emergency Equipment in the amount of \$450.00. Roll call vote with all ayes, motion carried.

d. Motion by Van Nuck and seconded by Meisner to purchase a Carbon Monoxide and Oxygen Confined Space Kit MX4, Multi-Gas Monitors from Airgas in the amount of \$1,120.00. Roll call vote with all ayes, motion carried.

e. Motion by Van Nuck and seconded by Meisner to purchase a rescue and safety harness from rescuedirect.com in the amount of \$245.00. Roll call vote with all ayes, motion carried.

f. Motion by Raybuck and seconded by Van Nuck to purchase a rescue pulley system from rescuedirect.com in the amount of \$326.00. Roll call vote with all ayes, motion carried.

2. Transfer site expenditures.

a. Consensus of board to not replace the scanner for the transfer site at this time.

b. Motion by Van Nuck and seconded by Raybuck to accept the quote from Speed Tech Equipment for \$2,661.38 for compactor maintenance. Roll call vote with all ayes, motion carried.

3. Hot water heater quotes.

Motion by Raybuck and seconded by Meisner to accept the bid from Hebert Plumbing & Heating in the amount of \$1,899.24 (less sales tax) to replace the hot water heater in the community center, install a 6 gallon electric hot water heater in the kitchen area and fix pump switch. Roll call vote with ayes: Van Nuck, Raybuck Meisner, nays: Little, Hartman. Motion carried. We received two other prices from Chris West (who did not get back to the supervisor with kitchen pricing) and R.J. Nichols Heating.

4. Medical marihuana.

Recent MTA information is in your packet. There will be someone at our next meeting promoting the opt-in of the township in the marihuana issue.

Per attorney, this info is nothing new; there is a big push to allow this in townships from an economic aspect. Board members must weigh if this will bring in good people to the township, help employment, effect on our new authority, college, Arauca/ present development. We should probably go into closed session at our next meeting regarding this. If we decide to have a public hearing on this, Attorney Meihn will chair it. How will this affect our tax base? (Correct spelling of Arauco, per 9/12/17 minutes.)

5. Master Plan quotes.

Motion by Van Nuck and seconded by Hartman to proceed with hiring NEMCOG to do our Master Plan Update, quote in the amount of \$9,550.00. Roll call vote with all ayes, motion carried. The supervisor stated that she had requested bids from two other companies, MC Planning out of Petoskey and Canfield Planning (supervisor was not sure if this name was correct) with no reply.

6. Merry-go-round.

Motion by Van Nuck and seconded by Meisner to have Morgan Neilson fix the merry-go-round, his quote being \$750.00. Roll call vote with four ayes: Van Nuck, Hartman, Meisner, Raybuck. Absent: Little who left the meeting. Motion carried. Mr. Neilson needs to give us a signed document showing his conformity to "Standard Practices" after repair, per attorney.

7. Bids for fire department interior repair.

Consensus of board to allow supervisor to advertise for a contractor to repair the fire department building from previous water damage. Items to be repaired: insulation, mildew to be sealed, wall, ceiling, carpet repair, airflow in soffits.

8. Banking changes.

Per attorney, pay Chemical Bank the \$500 billed to us regarding the purchase of the fire truck.

Consensus of board to have treasurer proceed with looking into using Huntington Bank for part of our accounts.

Other concerns of supervisor:

- a. Changes to chart of accounts.
- b. In storage room, tv, tv stand, vcr. Must determine who owns them and then can fill out a "Delete and Destruction Document" form, per attorney.
- c. Bingo machine in storage? Consensus of board to donate said machine.
- d. Changing current pension to a 401K.

Meeting adjourned at 11:53 am.

Sharon K. Hartman, Clerk