

REGULAR MEETING June 12, 2018

The regular meeting of the Beaver Creek Township board was held on Tuesday, June 12, 2018. Board members present: Hartman, Meisner, Little and Raybuck was on the phone. Absent: Van Nuck. Little will chair the meeting in the absence of the supervisor.

Motion by Little and seconded by Hartman to approve the agenda and add #18 under New Business: Waiver for Volunteers. Ayes: 4, absent 1. Motion passed.

MINUTES:

Motion by Little and seconded by Raybuck to approve the minutes to the May 8, 2018 meeting with the following changes: 1. NEW BUSINESS #4, change "Newspaper" to Newsletter. 2. NEW BUSINESS #10 change Treasurer to Clerk, 3. NEW BUSINESS #12 change July 31, 2018 to 2019 and 4. NEW BUSINESS #14 at the end of the first sentence add, "in advance of board approval." Ayes: 4, absent 1, motion carried.

Motion by Little and seconded by Raybuck to approve the minutes to the May 16, 2018 meeting. Ayes: 4, absent 1, motion carried.

FIRE DEPARTMENT REPORT:

The fire department has been very busy, anticipating 273 runs this year. The fire chief will hire Ashley Harrington as a Paid on Call Probationary fireman.

Lt. Miller addressed the board that he will be retiring as of July 1, 2018.

FINANCIAL REPORT:

The end of the month treasurer's figures do not match the trail balance therefore will get with clerk's office. We are establishing a relationship with Huntington Bank. This report will be accepted based on auditor review.

CLERKS REPORT:

Primary will be held August 7th with three parties on the ballot. St. Helen Monument owners are retiring and it will become Roscommon-St. Helen Monument and move to Roscommon.

SUPERVISOR:

Not present.

HLUA:

Ron Wood is through with his term and does not seek reappointment to the board.

DPW:

Treasurer Meisner stated that for clean-up day the township filled three large container trucks, and two small trucks.

PLANNING/ZONING:

The zoning administrator reports he is working on numerous blight reports. He has issued one "Stop Work" order, 17 permits and two camping permits.

Discussion regarding whether an "event venue" falls under a special use permit. Motion by Meisner and seconded by Little to approve Sheldon's project to move forward with an event venue based on Zoning Book 5.02 Permitted Principal Uses (under Agricultural Residential District), I. and K., per Attorney Meihn. Roll call vote with 4 ayes, 1 absent. Motion carried.

GRAYLING CHARTER TOWNSHIP/BEAVER CREEK TOWNSHIP UTILITIES AUTHORITY:

Trustee Raybuck would like to know when funds will be disbursed for township reimbursement, but we do not have an answer at this time.

DEPARTMENTAL ISSUES:

None.

PUBLIC HEARING ON FIRE DEPARTMENT BUDGET:

10:35 Motion by Raybuck and seconded by Little to leave the regular meeting and open the Public Hearing on the Fire Department. There will be fire protection fee increase, from 2.7 to 2.9 with an increase of approximately \$9,600, which should be good for several years. Motion by Little and seconded by Raybuck to close the Public Hearing on the Fire Department budget. Ayes: 4, absent: 1. Motion carried.

PUBLIC HEARING ON GENERAL FUND BUDGET:

10:45 Motion by Raybuck and seconded by Little to open the Public Hearing on the General Fund Budget. There were no public comments. Motion by Hartman and seconded by Little to close the Public Hearing on the General Fund Budget. Ayes: 4, absent: 1. Motion carried.

PUBLIC HEARING ON TRANSFER SITE BUDGET:

10:50 Motion by Little and seconded by Raybuck to open the Public Hearing on the Transfer Site Budget. There were no public comments. The board did explain that with the Fund Balance in the Transfer Site account and the Metro Fund Account, there might be enough money to pave the road going into the site. Motion by Little and seconded by Raybuck to close the Public Hearing on the Transfer Site Budget. Ayes: 4, absent: 1. Motion carried.

OLD BUSINESS:

1. Community Center Rental Agreement. Motion by Hartman and seconded by Meisner to remove the sentence "The township reserves the right to cancel this rental for a funeral dinner." This sentence is under Group Meetings section. Ayes: 4, absent 1. Motion carried.
2. Pere Cheney. Thank you to Little for her set up of the program at the rededication ceremony. A clean-up day will be held on Sunday, June 17th by volunteers. The attorney has stated that a Waiver for Volunteers needs to be signed by those volunteers present at the clean-up. Motion by Raybuck and seconded by Meisner to accept the Waiver for Volunteers, to be modified by attorney to include "provision as historical site". Ayes: 4, absent 1. Motion carried.

NEW BUSINESS:

1. Discussion regarding the "Local Road Cost Sharing Policy" received from the Crawford County Road Commission. This makes an allocation available to each township with matching funds for eligible projects. Consensus of the board to have our attorney read it.
2. Motion by Hartman and seconded by Raybuck to approve the General Fund Budget for the 2018-2019 fiscal year, to edit in July per attorney advice. Roll call vote with ayes: 4, absent: 1. Motion carried.
3. Motion by Hartman and seconded by Meisner to approve the Fire Department Budget for the 2018-2019 fiscal year, to edit in July per attorney advice. Roll call vote with ayes: 4, absent: 1. Motion carried.
4. Motion by Hartman and seconded by Meisner to approve the Transfer Site Special Assessment Budget for the 2018-2019 fiscal year, to edit in July per attorney advice. Roll call vote with ayes: 4, absent: 1. Motion carried.
5. Motion by Hartman and seconded by Raybuck to appoint Brian Ashton to the Higgins Lake Utilities Authority. Roll call vote with Aye: Raybuck, Hartman, nay: Little, Meisner. Absent: 1. Motion failed.

6. Motion by Little and seconded by Hartman to pay the Workers Comp invoice, thru Accident Fund, for the next fiscal year. Roll call vote with ayes, 4, absent 1. Motion carried.

7. Motion by Raybuck and seconded by Hartman to approve the Wage Scale/Meeting Dates for the next fiscal year. Roll call vote with ayes: 4, absent: 1. Motion carried.

**BEAVER CREEK TOWNSHIP
JULY 1, 2018 THROUGH JUNE 30, 2019
WAGE SCALE MEETING DATES**

The township Board for Beaver Creek Township hereby establishes that there will be one regular monthly meeting, held the second Tuesday of each month, starting at 10:00 a.m. at the Township Hall on the following dates:

July	10, 2018	January	08, 2019
August	14, 2018	February	12, 2019
September	11, 2018	March	12, 2019
October	09, 2018	April	09, 2019
November	13, 2018	May	14, 2019
December	11, 2018	June	11, 2019

Special meetings shall be called at the discretion of the Board, with due and proper notice of such meetings given. Let it be allowed that Chemical Bank be designated as the primary depository. Investments may be deposited in any Federal insured bank within the County of Crawford.

WAGES

ELECTED OFFICIALS:

Supervisor	\$28,047.80 per year
If assessing	\$28,048.80 per year
Clerk	\$31,328.35 per year
Treasurer	\$28,047.80 per year
Trustee	\$4,000.00 per year

MAINTENANCE:

Sr. Mtc. Labor	\$14.00 per hour
Mtc. Labor	\$10.00 per hour
Sr. Transfer Site	\$14.00 per hour
Cleaning Person	\$10.00 per hour
DPW Director	\$125.00 per mo.

ADMINISTRATIVE:

Assessor	\$32,500.00 per year
Secretary	\$12.50 per hour
Deputy Clerk	\$12.50 per hour
Deputy Treasurer	\$12.50 per hour
Zoning Administrator	\$15,700 per year

ELECTION WORKERS:

Chairperson	\$11.00 per hour
Inspectors	\$10.00 per hour

BOARD OF REVIEW:

Members	\$65.00 per day
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PLANNING COMMISSION & ZONING BOARD OF APPEALS:

Members	\$40.00 per meeting
Chair and Secretary	\$50.00 per meeting

FIRE DEPARTMENT:

Fire Chief	\$52,000.00 per year
Assistant Chief	\$16.00 per hour
Captain	\$15.00 per hour
Firefighter Lt.	\$14.00 per hour
Full Time Firemen	\$13.00 per hour
On Call Firemen	\$10.50 per hour
Fire Fighter	\$9.25 per hour (After Probation) w/o certification and /or on probation

NEWLY HIRED MAINTENANCE and Secretarial/SUBSTITUTES:

\$9.25 per hour

PER DIEM

\$50.00 per day

LIQUOR INSPECTION:

Liquor Inspector	\$75.00 per mo.
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MILEAGE:

.50 cents per mile

8. Insurance proposals tabled as need information from the attorney.

9. Discussion regarding the estimates for transfer site road paving and resealing of parking lot, tennis courts, basketball court. The treasurer suggested that we reseal the parking lot this year. Raybuck would like to make sure that the parameters for each bid were the same. The attorney advised that we should talk to them face to face and get all necessary information before making a decision.

10. Discussion regarding rewriting of the Zoning Ordinance. Motion by Hartman and seconded by Little to accept the Proposal with the following changes suggested by our attorney: 1. New zoning must be approved by the Township Board, 2. New zoning must be approved by the township attorney and 3. We need a breakdown of the \$1,740 cost. Roll call vote with ayes: 4, absent: 1. Motion carried. The Proposal/Contract with NEMCOG must have the above added before signature.

11. Johnson W 6 Mile Road cleanup. Need info from supervisor.

12. Motion by Hartman and seconded by Raybuck to have the supervisor sign the "Waiver of Right to Purchase Foreclosed Property". Ayes: 4, absent: 1. Motion carried.

13. Motion by Hartman and seconded by Raybuck to allow the Zoning Administrator to attend a class on July 12th, Hot Topics and Zoning, in the amount of \$113. Roll call vote with ayes: 4, absent: 1. Motion carried.

14. Discussion regarding the CemSites Cemetery Software. Raybuck had several concerns and will call Michael at CemSites. We should have the attorney check the Licensing Agreement and the clerk will call East Jordon and see how they like the program.

15. Motion by Hartman and seconded by Meisner to pass the Resolution amending the 2017-2018 Budget, with seven changes. Roll call vote with ayes: 4, absent: 1. Motion carried. The board would like it addressed why the Supervisors Education is so far above the budgeted figure.

16. Motion by Hartman and seconded by Little to pay the Accounts Payable in the amount of \$29,864.60, checks #32042 through #32080. Roll call vote ayes: 4, absent: 1. Motion carried. The board would like to know why permission was not requested before the supervisor ordered a sign for Pere Cheney?

COMMENTS FROM THE AUDIENCE:

Amy stated that the name for the 501c for the Pere Cheney Cemetery is "Amber Pere Cheney Restoration Fund" which has over \$50,000 so far.

Ray Franz introduced himself as he is running for the State Senate 35th District, from Onkama.

Motion to adjourn at 12:15 pm.

Sharon K. Hartman, Clerk



BEAVER CREEK FIRE DEPARTMENT

8972 S. Grayling Road, Grayling, Michigan 49738-8089

989.275.8548 * BCFD@beavercreektownship.com

Fire Chief Doug Bourgeois * dbourgeois@beavercreektownship.com



Dear Township Board,

7/06/2018

This is the written report to complement the June statistical report for the July 2018 Township Board Meeting. Please feel free to call me if you have any questions.

In June 2018 BCFD fire fighters were busy responding to 28 Requests for aid.

- Our training this month consisted of: On site confined space training at Georgia Pacific, Rescue air bags, Medical training at Lyon (C.E.'s)
- Received a state grant to teach 3 classes related to officer development.
- Informed by Weyerhaeuser that they will need BCFD for confined space stand by during their shut down starting July 12th 2018 for 12 weeks.
- We hires one paid on call Firefighter who is a certified EMT-B .
- Fire Chief Bourgeois attended the Crawford County Chiefs meeting at Denton. Items discussed were: MABAS, Fire Ground Communications,
- Chief Bourgeois hosted an Instructors meeting where FFTC grant for departments and county, E.M. grant and Firewise home inspections were discussed.
- Lt. Morrow has been re-conditioning and repairing the mower deck for the Arins riding mower.
- Chief Bourgeois submitted a "Bucket Brigade Grant" for \$11,680.00 the grant request was for (2) T.I.C.'s (2) truck mounts for T.I.C.'s, (2) Confined space/High Angle rescue kits and (1) four gas monitor base station.
- Installing new doors and windows as well as painting the "Burn Building" to be able to utilize it more.
- PFF Hodgkin, Sobonek, Hinman and Dopp passed there written and praticles for Firefighter 1 and 2. They are now state certified. They are working on getting off probation.
- FF Murray donated flowers to the station and planted them on the front deck.
- FF Murray gave out a crib to a Beaver Creek citizen for the "Safe Sleep" program sponsored by the Crawford/Roscommon Child Protection Council.
- Still waiting to program 800 radios. We would have a cost of \$180 per radio for microphones and programing.
- BCFD has covered confined space stand by of 30 man hours for Georgia Pacific and 4 man hours for Weyerhaeuser.

BEAVER CREEK TOWNSHIP FIRE DEPARTMENT

MONTHLY REPORT (for June 2018)

Alarms This Month	28
Alarms This Year	142
Alarms last year	89
Total Alarms Last Year	221
Runs ahead of last year	53
Estimated Run Pace	284



STATISTICS

	<u>Last Month</u>	<u>This Month</u>
Amount Endangered by Fire	\$120,000.00	\$0.00
Amount Lost by Fire	\$0.00	\$0.00
Average Personnel Per Run	3.6	3.7
Medical Related	7	8
Structure Fire	0	0
Fire Related Runs	1	2
PIA/PDA	2	2
Conf. Space S.B.	4	6
Citz. Asst	7	5
Water Asst.	1	2
Public Service	1	2
Unauth. Burn	4	0
Good Intent	2	0
Canceled en route	1	0
Weather Stand By	1	0
Other Type of Runs	0	1
Mutual Aid - Given	0	0
Mutual Aid - Received	1	1
Training Runs	31	28
Bug Investigations	0	0
Violations Issued	0	0
Violations Corrected	0	0
Outstanding Violations	0	0

Submitted by: Fire Chief Doug Bourgeois

7/6/2018

**BEAVER CREEK TOWNSHIP
SPECIAL MEETING JUNE 21, 2018**

The Beaver Creek Township Board held a special meeting on Thursday, June 21, 2018, at 4:03 pm. Board members present: Van Nuck, Hartman, Little and Meisner. Raybuck attended on the phone.

AGENDA:

Motion by Little and seconded by Raybuck to approve the agenda. All ayes, motion carried.

NEW BUSINESS:

1. Policy for Vacation & Holiday Pay. The supervisor would like to remove "senior maintenance position" from those who receive payment for holidays. The majority of the board members felt this should be brought up when and if we hire a new senior maintenance person, not taking it away from the current position.
2. Discussion of who should attend a zoning class "Hot Topics" on July 12th which deals mainly with agricultural zoning. Motion by Meisner and seconded by Van Nuck to send Planning Commission Chair to the class if he wishes to attend. Roll call vote: Aye: Van Nuck, Meisner, Hartman, nay: Little, Raybuck. Motion carried.
3. Motion by Van Nuck and seconded by Meisner to appoint Doug Keipert to the Higgins Lake Utility Authority board. Roll call vote with all ayes, motion carried.
4. Parking lot reseal. We have two quotes, one from Northern Seal Coating and the seconded from Gutter Pros. Motion by Van Nuck and seconded by Meisner to have Northern Seal Coating do the crack sealing and commercial seal coating for \$4,300.00, to be paid from this year's budget. Roll call vote with all ayes, motion carried.
5. Transfer Site Road Paving. The supervisor submitted three quotes for the paving of the transfer site road: Crawford County Road Commission \$27,777.76, Rieth-Riley \$84,542.73 and Hodgins Asphalt Paving, Inc. \$41,610.00. Motion by Raybuck and seconded by Little to accept the bid from the Crawford County Road Commission of \$27,777.76 to pave the transfer site road. Roll call vote with ayes: Little, Raybuck and Hartman, nays: Van Nuck and Meisner. Motion carried. We will budget at the July meeting and determine if Special Assessment funds or Metro Funds can be used to pay for it.
6. Motion by Van Nuck and seconded by Hartman to purchase a computer for the treasurer, not to exceed \$1,500.00. Roll call vote with all ayes, motion carried.
7. Motion by Van Nuck and seconded by Meisner to let the supervisor attend the MTA summer session, August 1 and 2, Up North Summit in Harris, MI. Roll call vote: ayes, Meisner, Hartman, Little, Van Nuck, nay: Raybuck. Motion carried.
8. Motion by Van Nuck and seconded by Little to pay NEMCOG for the Master Plan in the amount of \$9,550.00 this fiscal year. (Supervisor agreed to hold the check until work complete.) Roll call vote with all ayes, motion carried.
9. Motion by Van Nuck and seconded by Raybuck to turn over the W. Six Mile Road cleanup to our attorney for action. All ayes, motion carried.
10. Motion by Little and seconded by Raybuck to pass the following "Resolution Amending 2017-2018 Budget" with changes. Roll call vote with all ayes, motion carried.

Resolution Amending 2017-2018 Budget

Whereas, a budget was adopted by the Board to govern the expenditures of anticipated receipts within the Township for the 2017-2018 fiscal year, and

Whereas, as a result of unanticipated changes in revenues and needed expenditures, it is necessary to modify the aforesaid budget as follows:

1. 101 215 801.000	Deputy Clerk	+410.93
2. 101 294 384.000	Unallocated	-410.93
3. 101 253 801.000	Deputy Treasurer	-1,500.00
4. 101 101 977.000	Computer Hardware	+1,500.00
5. 208 750 976.000	Improvements	+4,300.00
6. from 208 fund bal		-4,300.00

11. Discussion regarding paying off transfer site early?

UNFINISHED BUSINESS:

No changes to the budgets as passed at the June 12th meeting.

It was decided to wait on the CemSites purchase and let the secretary work with getting cemetery set up in the Excel Program.

Motion by Hartman and seconded by Little to adjourn the meeting at 5:30 pm.

Sharon K. Hartman, Clerk