

**BEAVER CREEK TOWNSHIP SPECIAL MEETING
AUGUST 10, 2018**

The Beaver Creek Township Board held a special meeting on Friday, August 10, 2018 at 10:00 am. Members present: Van Nuck, Meisner and Hartman. On the phone: Raybuck and Little calling in at 10:12 am. Attorney Meihn was also on the phone.

The purpose of the meeting was to work on the fire department reports and budget amendment as the fire chief will be in Lansing during next week's regular meeting.

Motion by Van Nuck and seconded by Max to approve the agenda as presented. Four ayes, one absent, motion carried.

1. Discussion regarding the fire department budget. The current budget approved in July, was figured using old figures showing Non-Industrial Taxable Value Real Property of approximately 49 mils when it should have showed approximately 59 mils. The board also approved an increase in the non-industrial assessment rate from the 2.79 rate to 2.95. This puts approximately \$20,000 more into the fire department budget.

It was suggested by the board members that this money be used to reduce amounts owing on pension or truck debt. Also suggested that next year's assessment rate could be reduced.

Motion by Van Nuck and seconded by Raybuck to amend the fire department special assessment budget as proposed. A copy of the new budget is attached.

2. The fire chief gave his monthly report showing 39 total runs for July.

The fire chief is putting together an "Inspection Division" for inspections and plan review and he will determine a rate to charge for this.

Little left the meeting at this time.

3. Motion by Van Nuck and seconded by Raybuck to approve the fire chief to attend the 69th Annual Inspector Conference in Lansing at a cost of \$355.00.

Motion by Van Nuck and seconded by Raybuck to rescind this motion as it was not properly listed on the approved agenda. Four ayes, one absent, motion carried.

Motion by Van Nuck and seconded by Meisner to approve \$265 for the fire chief to attend the Instructor Conference in Traverse City for three days.

Motion by Van Nuck and seconded by Meisner to rescind this motion as it was not properly listed on the approved agenda. Four ayes, one absent, motion carried.

The fire chief should receive per diem checks for conferences.

4. Motion by Van Nuck and seconded by Meisner to hire Kevin Kondrat as a "paid on call probationary firefighter". Four ayes, one absent, motion carried. Kevin is certified as 1 & 2 firefighter.

Motion by Max and seconded by Van Nuck to adjourn the meeting at 10:53 am.

Sharon K. Hartman, Clerk

2018-2019 FIRE DEPARTMENT BUDGET

LINE ITEM	DESCRIPTION	AMOUNT
702	WAGES	\$190,000.00
713	RETIREMENT	\$6,000.00
727	SUPPLIES BUILDING	\$3,500.00
730	SUPPLIES, OFFICE, POSTAGE	\$1,500.00
740	SUPPLIES FIRE RELATED	\$3,000.00
741	TRUCK FUEL	\$4,000.00
742	TRAVEL EXPENSES	\$700.00
745	TURN OUT GEAR	\$5,000.00
746	DUTY UNIFORMS	\$3,000.00
801	PROFESSIONAL SERVICES	\$2,500.00
826	LEGAL SERVICES	\$2,000.00
862	SOCIAL SECURITY (MESC)	\$13,000.00
910	INSURANCE, LIFE, WORK COMP.	\$28,000.00
911	HEALTH INSURANCE	\$23,000.00
920	ELECTRIC	\$5,000.00
921	PHONE / INTERNET	\$4,500.00
922	BUILDING HEAT	\$4,500.00
927	REPAIR/MAINTANCE TRUCK	\$6,000.00
928	REPAIR/MAINTANCE EQUIPMENT	\$4,000.00
931	REPAIR/MAINTANCE BUILDING	\$6,000.00
933	REPAIR/MAINTANCE RADIO	\$1,500.00
956	MISCELLANEOUS	\$4,455.99
958	FIRE DEPARTMENT MEMBERSHIP DUES	\$800.00
960	EDUCATION & TRAINING EMS	\$4,800.00
962	EDUCATION & TRAINING FIRE	\$2,500.00
976	RADIO / TOWER	\$2,000.00
977	FUTURE PPE/SCBA FUND	\$4,000.00
978	TRUCK PAYMENT FUND	\$10,000.00
979	INSURANCE LOSSES	\$500.00
992	PENSION PAYBACK PMT	\$52,000.00
993	TWP PENSION PAYBACK	\$10,222.00
	TOTAL	\$407,977.99

REVENUES	AMOUNT
206000672.000 Assessment	\$399,177.99
XXXXXXXXXX.000 PENSION ASSESMENT PMT	
XXXXXXXXXX.000 TWP PENSION PMT	
206000674.000 Georgia Pacific	\$0.00
206000676.000 Insurance Reimbersment	\$1,000.00
206000675.000 Lease (MMR)	\$7,800.00
206000610.000 Cost Recovery	\$0.00
206000611.000 Instructor Revenue	\$0.00
206000664000 Intrest	\$0.00
206000671000 Other Revenue	\$0.00
206000673000 Sales of Assets	\$0.00
TOTAL REVENUE	\$407,977.99

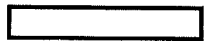
2016-2017 FIRE DEPARTMENT ASSESSMENT
WITH 10,000 TO FIRE PROTECTION 52,000 TO SPECIAL ASSESSMENT

Parcel No.	Owners Name	Sp. Assessment	Amount	%
20056-004-005-030-00	WEYERHAEUSER COMPAN	103: FIRE PROTECTION	\$129,496.48	0.76
20050-004-005-030-01	GEORGIA PACIFIC	103: FIRE PROTECTION	\$23,306.04	0.14
20050-005-002-020-00	CONSUMERS POWER	103: FIRE PROTECTION	\$5,178.20	0.03
20051-017-003-020-00	BREITBURN RESOURCES	103: FIRE PROTECTION	\$13,048.20	0.08
			\$171,028.92	1
TOTAL for 103 FIRE PROTECTION			\$171,028.92	% of Asmt. + \$10,222
			\$160,806.92	% of Asmt.
Non-Industrial Taxable Value Real Property				
			\$59,711,550.00	
Non-Industrial Assessment Rate				
			0.00295	assessment + \$52,000
Non-Industrial Assessment Rate			\$176,149.07	(from sheet1)
total				
			\$336,955.99	assessment - JUDGEMENT
rate with budget cuts and no pension/twp payback			\$399,177.99	TOTAL ASSESSMENT
			\$0.00	check (s/b 0)

BEAVER CREEK TOWNSHIP FIRE DEPARTMENT

MONTHLY REPORT (for July 2018)

Alarms This Month 39
 Alarms This Year 181
 Alarms last year 109
 Total Alarms Last Year 221
 Runs ahead of last year 72
 Estimated Run Pace 271



STATISTICS

	<u>Last Month</u>	<u>This Month</u>
Amount Endangered by Fire	\$0.00	\$0.00
Amount Lost by Fire	\$0.00	\$0.00
Average Personnel Per Run	3.7	3.4
Medical Related 321	8	13
Structure Fire 111	0	0
Fire Related Runs 141	2	2
PIA/PDA 322	2	5
Conf. Space S.B. 381	6	7
Citz. Asst 550	5	2
Water Asst. 551	2	4
Public Service 553	2	3
Unauth. Burn 561	0	1
Good Intent 600	0	1
Canceled en route 611	0	0
Weather Stand By 815	0	1
Other Type of Runs	1	0
Mutual Aid - Given	0	0
Mutual Aid - Received	1	1
Total Runs	31	39
Bug Investigations	0	1
Violations Issued	0	4
Violations Corrected	0	0
Outstanding Violations	0	4

Submitted by: Fire Chief Doug Bourgeois

7/6/2018



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,

6/04/2018

This is the written report to complement the statistical report for the June 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 30 Requests for aid.

- Although we lost our EMS director this month we will continue to provide licensed EMS care to our citizens as a state of Michigan "Life Support Agency". I am considering options on how to fill our EMS needs.
- I have made an agreement with Lyon Twp. for our medically trained Firefighters to receive Continuing Education Credits (C.E's).
- We received 1 application for paid on call Firefighters. The hiring committee interviewed her and I ran her driving record and background check which came back negative. I therefore ask that you consider hiring Ashley Harrington as a Paid on Call probationary firefighter.
- Fire Chief Bourgeois attended the Crawford County Chiefs meeting. Items discussed were: MABAS, Fire Ground Communications, FFTC grant for departments and county, E.M. grant and Firewise home inspections.
- Chief Bourgeois and Lt. Morrow hosted a 8 hour fire brigade training class with Weyerhaeuser at our burn facility exercise.
- Chief Bourgeois completed 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.
- PFF Hodgkin, Sobonek, Hinman and Dopp are doing well at the Firefighter 1 and 2 classes. They will be taking the state written test on Friday, June 8th and practical on Saturday June 9th. Lt. Miller and Chief Bourgeois will be proctoring the test.
- Station training in May was Confined Space and Pump Operations. Burned the brush pile at the Twp. As part of training.
- 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 26 man hours for Georgia Pacific and 12 man hours for Weyerhaeuser.
- Chief Bourgeois taught an Educational Methodology class for firefighters in the area.



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- Still striping the bay floors for painting in June.
- Attended the re-dedication ceremony at Pere Chaney
- Replaced overhead hose reel.
- Cleaned and power washed the interior of the burn building
- Working on replacing the front door and also painting the exterior of the burn building.
- Filled 7 pools for the citizens with approximately 56,000 gallons of water
- Replaced a water pump on Tender 730
- Lt. Morrow graded the drive way from the winter plowing.
- Planted the flowers in the flower boxes and helmets.
- Attended the Law Enforcement Memorial in Grayling.
- Lt. Morrow will be taking the MFR exam in June 2018.

Thank you,

Submitted 6/04/2018

By Fire Chief Doug Bourgeois

**BEAVER CREEK TOWNSHIP
REGULAR MEETING AUGUST 14, 2018**

The regular meeting of the Beaver Creek Township Board was held on Tuesday, August 14, 2018 at 10:00 am. Board members present: Van Nuck, Meisner, Little and Hartman. Trustee Raybuck was on the phone. Attorney Meihn was on the phone for some of the meeting.

AGENDA:

Motion by Van Nuck and seconded by Meisner to approve the agenda with the following additions under New Business: #9 MTA "On The Road", #10 renew property for sale contracts, #11 move Pere Cheney to last of list. All ayes, motion carried.

MINUTES:

Motion by Van Nuck and seconded by Little to approve the July 10, 2018, Election Commission minutes. All ayes, motion carried.

Motion by Little and seconded by Meisner to approve the July 10, 2018 Regular Meeting minutes. All ayes, motion carried.

Motion by Raybuck and seconded by Van Nuck to approve the July 19, 2018 Special Meeting minutes. All ayes, motion carried.

Motion by Van Nuck and seconded by Meisner to approve the August 10, 2018 Special Meeting minutes. All ayes, motion carried.

FINANCIAL REPORT:

We have a CD that is maturing and it will be moved to Huntington Bank, as well as our credit cards. Books still do not balance but they are being worked on.

Supervisor accepts the Financial Report for auditors review.

CLERKS REPORT:

We had 417 people vote in the August 7th Primary Election. We did have problems with the new voting machines as did most other townships.

SUPERVISOR:

The supervisor has been attending many meetings.

H.L.U.A.:

Motion by Van Nuck and seconded by Little to pay to the H.L.U.A. \$36,275.04 from the Sewer Account, to be used to pay off our township portion of the local bond with Mercantile Bank. Roll call vote with all ayes, motion carried.

FIRE DEPARTMENT:

Motion by Van Nuck and seconded by Little to send the fire chief to "Instructor Training" in Traverse City October 25-28, at a cost of \$265.00. Roll call vote with all ayes, motion carried.

Motion by Van Nuck and seconded by Little to send the fire chief to "Inspector Training" in Lansing in October, at a cost of \$355.00. Roll call vote with all ayes, motion carried.

There was an emergency purchase for truck tires and two new tires were purchased from Upper Lakes Tire. The truck was out of service for just 36 hours.

Motion by Little and seconded by Van Nuck to Amend Ordinance #55 Emergency Services Cost Recovery, Section 01: B, with new costs and fees for non-domiciled residents. They are as follows:

a. Motor Vehicle Accident	\$250.00 per incident
b. Extinguish Vehicle	\$200.00 per incident
c. Extraction from Vehicle	\$150.00 per incident
d. Medical Aid Provided	\$100.00 per incident
e. Traffic Control	\$ 75.00 per incident
f. Hazmat Incident	\$150.00 per incident plus third party costs
g. Wires Down	\$0 First hour/\$50 Additional hours
h. Manpower	At current Rate of Pay.

Roll call vote with all ayes, motion carried.

Bill Morrow reported that they are doing a lot of training, many confined space hours.

DPW:

It has taken two months to get the compactor working correctly.

Discussion regarding the proposed "Job Description-Beaver Creek Township Public Works Director". We will look at the Senior Maintenance Person job description and bring this back to the next meeting.

PLANNING/ZONING:

The zoning report shows building permits for construction at \$1,979,128.09 with 30 permits issued so far this year.

GRAYLING CHARTER TOWNSHIP/BEAVER CREEK TOWNSHIP UTILITIES AUTHORITY:

Everything is on time and moving along.

DEPARTMENTAL ISSUES:

None.

NEW BUSINESS:

1. There is an opening on the Board of Review so let the supervisor know if you have anyone in mind who would like to fill the opening.
2. Discussion regarding an invoice from NEMCOG in the amount of approximately \$900 for using their services this year. Commissioner Priebe will check on this.
3. Motion by Meisner and seconded by Little to replace the seats in the playground swings at \$410.05 for six new seats. Roll call vote with all ayes, motion carried.
4. Discussion regarding the Iron Belle Trail with a change in the location by going down Dort Road. Steve Schimel has stated that there is grant money to cover the township cost and the board has requested Steve to be at our next meeting for more information.
5. Motion by Little and seconded by Van Nuck to have the clerk sign the Auditor Agreement for a full audit this year by Miller & Cook, PLC, requesting an October date for the audit. Roll call vote with all ayes, motion carried.
6. Motion by Little and seconded by Raybuck to have DPW Director proceed with building an overhang at the transfer site as previously talked about, or moving the old recycling canopy to that area. Roll call vote with all ayes, motion carried.

7. Recycling for the township is being worked on by the supervisor.
8. Motion by Van Nuck and seconded by Little to have the treasurer attend "MTA On The Road" at a cost of \$113.00, October 22, or 23, 2018. Roll call vote with all ayes, motion carried.
8. Motion by Little and seconded by Raybuck to renew the three properties currently listed, with following changes: \$15,000 acreage reduce to \$12,500 and the two lots reduce to \$3,900 each. Ayes: Little, Van Nuck, Meisner, Raybuck, nay: Hartman. Motion carried.
9. Attorney Meihn addressed the Pere Cheney Cemetery rules.
 - a. The cemetery is a public asset.
 - b. It is open, but to be used per ordinance.
 - c. Cemetery cannot be used for profit.
 - d. State law, cannot be open after dusk.
 - e. Liability issues.
 - f. Hold workshop on cemeteries, Friday, August 17th at noon.
 - g. The attorney will file civil action, if necessary, but best to sit down and go over it all.
10. Motion by Van Nuck and seconded by Little to pay the accounts payable invoices in the amount of \$53,344.42, checks #32163-#32214. Roll call vote with all ayes, motion carried.

PUBLIC COMMENTS:

Sharon Priebe asked for support for Hanson Hills millage request which will be on the November ballot.

Motion by Van Nuck and seconded by Little to adjourn the meeting at 11:40 am.

Sharon K. Hartman, Clerk