

**Beaver Creek Township Regular Meeting  
September 9, 2014**

The regular meeting of the township board was held on September 9, 2014 at 10:00 am. It was called to order by the supervisor. Board members present: Ashton, Van Nuck, Little, Raybuck and Hartman. There were 6 guests present.

The Pledge of Allegiance & Invocation were led by the supervisor.

**AGENDA:**

Motion by Raybuck and seconded by Van Nuck to add two items to the agenda; under Unfinished Business #5. Pere Cheney and under New Business #5. Personal Policy. All ayes, motion carried.

Motion by Raybuck and seconded by Van Nuck to also add another item to the agenda under Minutes; Picnic Meeting August 12, 2014. All ayes, motion carried.

**MINUTES:**

Motion by Raybuck and seconded by Van Nuck to approve the minutes from the August 12, 2014 meeting with two corrections to the Credit Card Acceptance Resolution: add OTHER to transaction devices after AMERICAN EXPRESS and change date in third paragraph from 2012 to 2014. All ayes, motion carried.

Motion Van Nuck and seconded by Raybuck to approve the Picnic Meeting minutes from the August 12, 2014 meeting. All ayes, motion carried.

Motion by Raybuck and seconded by Van Nuck to approve the minutes to the September 2, 2014 minutes. All ayes, motion carried.

**TREASURER'S REPORT:**

Treasurer went over her report with added information. Motion by Little and seconded by Hartman to accept the treasurer's report as presented. All ayes, motion carried.

After the 2014 picnic, the Picnic Fund has a balance of \$630.94 available for use on next year's picnic. More money will be needed if we are to have one next year.

Motion by Raybuck and seconded by Little to allow the treasurer to attend the MMTA meeting for township treasurers October 5-8 at a cost of \$550.00 (\$350 class fee and \$200 for motel room). Roll call vote with all ayes, motion carried.

Motion by Van Nuck and seconded by Raybuck to do a newsletter to be included with the winter taxes. All ayes, motion carried. Please get your articles to the secretary before November 1<sup>st</sup>.

**CLERK'S REPORT:**

Absentee ballots should be here by September 20<sup>th</sup>. The new Deputy Clerk, Hope Schram, was introduced.

**SUPERVISOR'S REPORT:**

The supervisor has attended the local MTA meeting and is currently working on the 2015 tire cleanup. He has talked to Mr. Rendon who has been very helpful and worked with a resident in need of help. He has also attended meetings with the DNR and road commissions regarding our ownership of King Road at Higgins Lake.

**HLUA:**

There has been a problem with the hay production and will let board know when we have more information.

**FIRE DEPARTMENT/DPW:**

Fire Chief was not present to give reports.

**PLANNING/ZONING REPORT:**

The zoning administrator has been working on changing our regulation for pools, and suggestions for camping zoning law. He has been checking on complaints and blight. There were 5 permits issued in August 2014.

**CORRESPONDENCE:**

1. DNR letter
2. Medical Marijuana
3. Consumers Energy Co. Hearing
4. Joan Burkhardt
5. AuSable Valley Youth Service Bureau thank you

**OLD BUSINESS:**

- Corrected 10-14-14 mtg*
- by Van Nuck & seconded by Raybuck*
1. Motion to send the MMR Agreement with the letter from Attorney Smith dated September 11, 2013 to MMR for corrections. All ayes, motion carried. The supervisor will take care of it.
  2. Motion by Van Nuck and seconded by Raybuck to have Jeff Cook do our audit and F65 form, not to exceed \$4,400. Roll call vote with all ayes, motion carried.
  3. Discussion regarding the King Road/Forrest Avenue property exchange with the DNR. The Roscommon County Road Commission sent a letter stating that they are "not currently inclined toward relinquishment of its jurisdiction". Raybuck reported that on the fire department deed and the deed to our property, both have "Reversal" clauses in them. The fire department deed states that they are not getting mineral rights, but the township deed does not address mineral rights. Thus, would the township want to consider asking the DNR for a trade of King Road for mineral rights and getting rid of the reversion clause on our existing properties? Put on next month's agenda.
  4. Motion by Van Nuck and seconded by Raybuck to pay half of the remaining charge of \$2,075.25 for installation of a new street light on W. 4 Mile Road at the railroad tracks plus the monthly charge for the electric. Roll call vote with all ayes, motion carried. The total charge is \$5,075.25 with Georgia Pacific paying \$3,000 and Beaver Creek Township and Grayling Charter paying the balance.
  5. Discussion of plan for Pere Cheney Cemetery which involves winter work of writing a grant, with the help of Mr. Riley, for a fence and repairs. Raybuck has discussed this with the county prosecutor who gave her information for a properly posted sign and stated damage of over \$1,000 would be a felony and he will prosecute when needed. Motion by Raybuck and *per 10-14-14 mtg* seconded by Ashton to purchase two signs and have them put up siting ~~MCL~~ *Law* 750.387 (5) (a) with our cemetery open to the public from 9:00 am to sundown. Roll call vote with all ayes, motion carried. Can Metro funds be used to purchase signs? Van Nuck will check. Ashton will talk to the road commission about improving the road to the cemetery.

**NEW BUSINESS:**

1. The zoning administrator needs a new monitor for his computer and will be using one loaned to the township by Raybuck.
2. Motion by Little and seconded by Van Nuck to appoint Ron Wood and Dean English to the Higgins Lake Utilities Authority for two year terms, 7/1/2014 thru 7/1/2016 as our township representatives. English is our shared representative with Lyons Township.

3. Motion by Raybuck and seconded by Hartman to pass Amendment #46 which is an amendment to Deferred Compensation Plan Ordinance #21. Roll call vote with all ayes, motion carried. *Title: Ordinance #46 Amendment to Ord #21 10-14-14 mtg.*
- Ordinance #21 created and established a Township Deferred Compensation Plan under Section 457 of the Internal Revenue Code of 1954, as amended, adopted 8/12/2002 and effective 8/29/2002. At a regular board meeting of the Beaver Creek Township Board held on September 9, 2014, the board agreed to amend the Deferred Compensation Ordinance as follows:
- A. In Section II-ELIGIBLE INDIVIDUALS-In the first sentence 25 hours will be changed to 30 hours.
  - B. In Section II-ELIGIBLE INDIVIDUALS-The original ordinance has no waiting period to join the deferred compensation plan upon an elected taking office or employment. Effective October 1, 2014, when an elected takes office or a full time employee is hired, there shall be a ninety (90) day waiting period before contributions can be made to the deferred compensation plan.
4. Discussion regarding lock for the inside office door. Supervisor will gather more information and we will put this on next month's agenda.
5. Discussion regarding a proposed Employee Benefit Policy. Motion by Van Nuck and seconded by Raybuck to accept the policy as written with one change: first paragraph, next to last paragraph at end of that sentence add "with the exception of scheduled, approved vacation days". Roll call vote with all ayes, motion carried.

**PERSONAL POLICY REGARDING  
PERSONNEL HOLIDAY, VACATION, PERSONAL DAYS AND BREAKS**

**HOLIDAY, VACATION & PERSONAL DAYS:**

Personnel (full time employees, administrative secretary position, senior maintenance position) shall receive 5 vacation days and 5 sick/personal days after one year of employment and after 3 years of employment shall receive 10 vacation days and 5 sick/personal days. Personal days are for illness, family illness, doctor and dentist appointments and funeral attendance. Unused vacation/personal days do not carry over to the next year and the employee will not receive compensation for those unused days. Additional days off must be approved by the Township Board or department head. Upon termination of employment, there will be no payment to the employee for unused vacation/personal days. A holiday will be paid if the employee works the day before and day after a scheduled holiday, with the exception of scheduled, approved vacation days. If the employee works on the actual holiday, he/she will be paid at the overtime rate.

**BREAKS-LUNCH BREAKS:**

- (A). Employees working a forty or more hour work week are entitled to a one hour unpaid break for lunch. The lunch breaks will be scheduled so that they will coordinate with their fellow workers. Fire Department will determine their own break/lunch schedule as they eat while on duty during their shift.
- (B). Generally, a full time employee will receive two 15 minute paid breaks throughout the day. An employee working a four hour scheduled day will receive a one 15 minute break. These breaks are not cumulative and should be taken when time allows so that it does not affect services provided to the public.

6. Motion by Van Nuck and seconded by Raybuck to pay the accounts payable in the amount of \$26,620.48, checks #29285-29328. Roll call vote with all ayes, motion carried.

**COMMENTS FROM RESIDENTS:**

1. Riley said someone had made the request for a baby changing table in the rest rooms.
2. Wood stated that the paving on Military Road is done.

Meeting adjourned at 11:50 am.

Sharon K. Hartman, Clerk

**BEAVER CREEK TOWNSHIP  
SPECIAL MEETING  
SEPTEMBER 26, 2014**

The Beaver Creek Township Board held a special meeting on Friday, September 26, 2014 at 4:00 pm. Board members present: Ashton, Little, Van Nuck, Raybuck and Hartman. Also present was the fire chief and one resident. Attorney Greg Meihn was on speaker phone.

The purpose of the meeting was to discuss 1.) action to be taken in an employee matter and 2.) Pension matter.

The meeting was called to order at 4:00 pm.

1. Motion by Raybuck and seconded by Little to approve the agenda as presented. All ayes, motion carried.
2. Discussion between Board and Attorney regarding employee Scott Baker in regard to two incidents one being a PPO filed by the treasurer against him and secondly an incident taken place at the fire hall with another fireman. Per attorney recommendation, motion by Ashton and seconded by Hartman to issue an oral and written reprimand along with a 30 day suspension with no pay. Van Nuck asks to abstain. Roll call vote with all ayes, one abstained, motion carried. Per Attorney, if there is any insubordination in the future, he should be terminated immediately.
3. Motion by Raybuck and seconded by Hartman that it is mandatory that Scott Baker attend an "Anger Management" class before returning to work. Roll call vote with all ayes, one abstained, motion carried.

*10-10-14  
mtg w/SCC*  
Add to the above motion, *by Ashton & seconded by Little* "this is a program to be paid for by the board and requires completion of course before he returns to work, with notice of completion coming to the board," Roll call vote with all ayes, one abstained, motion carried. *effective immediately*

4. Motion by Ashton and seconded by Little that suspension of 30 days of Scott Baker, starts immediately September 26<sup>th</sup>, at 5:00 pm. Roll call vote with all ayes, one abstained, motion carried.
5. Regarding the pension suit, an answer has been filed with the court. The attorney is working with the insurance companies, of which one has agreed to some settlement.

No Public Comment.

Meeting was adjourned at 4:20 pm.

Sharon K. Hartman, Clerk

**BEAVER CREEK TOWNSHIP ELECTION COMMISSION  
MEETING OCTOBER 9, 2014**

The Beaver Creek Township Election Commission held a Special Meeting on October 9, 2014 at 10:00 AM. Election Commission members present: Ashton, Van Nuck and Hartman.

The purpose of the meeting was to choose election workers for the November 4, 2014 General Election.

1. Motion by Ashton and seconded by Van Nuck to ask the following to work that day:
  1. Norma Pless, Chair
  2. Marian Hilliker
  4. Gerry Toman
  5. Ron Wood
  6. Kay Wood
  6. John Welt
  7. Jim Lawless

Alternates: Paula Capling and Donna Schnoor. Ayes: 3, nays: 0. Motion carried.

2. Motion by Ashton and seconded by Van Nuck to ask the following to work as Receiving Board: Jim Lawless and Marian Hilliker. Ayes: 3, nays 0. Motion carried.

Meeting adjourned at 10:05 AM.

Sharon K. Hartman, Clerk

