

**KINROSS CHARTER TOWNSHIP
REGULAR MEETING**

September 17, 2007

4884 W. Curtis St.

MEMBERS PRESENT

Jason Oberle, Supervisor
Marvin Besteman, Clerk
Vicki Ulrich, Treasurer
Ed DeWitt, Trustee
Dan Mitchell, Trustee
Fred McClendon, Trustee

MEMBERS ABSENT

Herb Henderson, Trustee

Also, present Sheila Gaines, Alan Moses, Mike Hoolsema, Norm Perkins and Jamie Davison.

Attendance 22

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

#1 MOVED: by Vicki Ulrich, second by Dan Mitchell, to approve the September 17, 2007 meeting agenda as presented. Motion carried.

#2 MOVED: by Vicki Ulrich, second by Dan Mitchell, to accept the September 4, 2007, regular meeting minutes and September 5, 2007, Special Assessment Public Hearing as presented. Motion carried.

The finance committee reviewed the bills and found no withholdings.

#3 MOVED: by Vicki Ulrich, second by Ed DeWitt, to pay the following bills.

| | |
|--------------------------|-----------|
| General Fund | 20,218.54 |
| Fire Fund | 200.69 |
| Ambulance Fund | 40,064.38 |
| Property Management Fund | 8,545.90 |
| Trail Grooming Fund | 74.91 |
| Parks Fund | 1,245.61 |
| Recreation Center Fund | 4,395.62 |
| Fairgrounds Fund | 3,168.08 |
| Golf Course Fund | 56,649.41 |
| Public Works Fund | 77,357.10 |
| Police Fund | 11,814.05 |

Grand Total \$223,734.29

Ck# 32104-32200

Motion carried.

ANDERSON TACKMAN & COMPANY, PLC

Ken Talsma CPA presented a power point presentation of the audit. Ken explained the report to management, audit standards and how the embezzlement by Kendra Mahar had occurred without being caught and that, the township should write a fraud policy.

PUBLIC COMMENTS

- Who would write the townships fraud policy?
- Resident questioned why the auditors were not able catch the embezzlement.
- Helen Wilkins questioned if the Board received the police report she submitted regarding harassment charges and what if anything the Board was going to do about it.
- Resident asked about the money that was returned from the embezzlement.
- Brenda Case asked if AARP could use the township on Thursdays for filing of senior citizens tax returns.

SUPERVISORS REPORT

- Supervisor Oberle asked the Board for direction regarding the storm water drains that overflow every year. Jason explained that the county has stated that they are not responsible for the drains.
- Supervisor stated that Jim Lucas from MSU faxed over an electric bill, which is in their name however, they did not use the electric and apparently, campers and other groups using the grounds used it during events at the fairgrounds. The Board requested that Jason contact Jim and see what kind of settlement they could come to.

#4 MOVED: by Vicki Ulrich, second by Ed DeWitt, to direct the Supervisor to seek estimates for a legal opinion regarding storm water drains. Motion carried.

#5 MOVED: by Ed DeWitt, second by Fred McClendon, to adopt Resolution 2007-3 Confirmation of Special Assessment Roll: LIEN; Payment and Collection of Special Assessment for Police Protection in the Special Assessment District. Roll call vote all members present voted yes. RESOLUTION declared carried.

#6 MOVED: by Vicki Ulrich, second by Fred McClendon, to retain UP Engineers to design a schematic plan for 911 services at the Chippewa County Fairgrounds cost not to exceed \$950.00. Motion carried.

#7 MOVED: by Vicki Ulrich, second by Marvin Besteman, to allow Golf Course Superintendent Palmer to purchase fungicide for snow mold prevention cost not to exceed \$16,575.00. Motion carried.

#8 MOVED: by Ed DeWitt, second by Dan Mitchell, to allow Superintendent Palmer to hire Pat Fruik part time seasonal for the golf course at a pay rate of \$7.00 per hour. Motion carried.

#9 MOVED: by Dan Mitchell, second by Fred McClendon, to approve a thirty-cent (.30) per hour merit increase for DPW employee Brian McMillan as request by DPW Superintendent Perkins. Motion carried.

#10 MOVED: by Dan Mitchell, second by Ed DeWitt, to implement a longevity pay increase of one dollar per hour at twenty years of service and twenty-five years of service. Motion carried.

#11 MOVED: by Vicki Ulrich, second by Fred McClendon, to request any employee affected by 20 or 25-year longevity increase submit request in writing. Motion carried.

#12 MOVED: by Dan Mitchell, second by Vicki Ulrich, to amend the section 506 of the employee handbook by changing the one-hour meal break to a 30-minute meal break. Motion carried.

#13 MOVED: by Fred McClendon, second by Ed DeWitt, to approve the Police Departments and Recreation Center 2% applications as presented. Motion carried.

#14 MOVED: by Marvin Besteman, second by Fred McClendon, allow the EUPISD and Maple Wood Baptist Academy to use the Recreation Center, providing it does not interfere with any township functions, at a cost of five hundred dollars per year. Motion carried.

#15 MOVED: by Vicki Ulrich, second by Fred McClendon, to submit delinquent water bills to the county as a lien on owners tax bill. Motion carried.

#16 MOVED: by Ed DeWitt, second by Dan Mitchell, to adopt Resolution 2007-A6 Budget Adjustment as presented. Roll call vote all members present voted yes RESOLUTION declared carried.

#17 MOVED: by Ed DeWitt, second by Fred McClendon, to approve the US Postal Services lease agreement with the township as presented. Motion carried with one no vote.

Board discussed the Planning Commission request to amend section 3.13a of the Home Occupation applications. Supervisor will review and research the request.

PUBLIC COMMENTS

- DPW Superintendent Perkins expressed appreciation for the way the Fair Board and Trappers cleaned the fairgrounds also complimented Rick Southwell on the work he is doing at Kinross and Dukes Lakes.

- Planning member Brenda Case asked if the Commission would get to have any input on who was hired to do the Comp Plan.
- Is the post office lease agreement passed tonight for both post offices?

DEPARTMENT MANAGERS

The Board received reports from Golf Course Superintendent Bill Palmer and Chief of Police Joe Micolo.

COMMITTEE REPORTS

The Board reviewed meeting minutes from the Personnel Committee, Police Board and Planning Commission.

CORRESPONDENCE

Fair Board Meeting Minutes
Work Comp Notice of Hearing
Correspondence delivered by
Helen Wilkins

Meeting adjourned at 9:00PM and reconvened at 9:01PM following the findings that Attorney Judy Varga attended at the meeting to discuss a work comp settlement as requested by the Board.

Judy explained the procedures of how the insurance carrier had reached the settlement decision. It was stated the employee in question was working and Attorney Varga asked that the Board not make a decision until she had time to research. Supervisor Oberle stated that he would call a special meeting if the need arose.

Meeting adjourned at 9:20PM.

Marvin Besteman, Clerk

Jason Oberle, Supervisor