

**Unapproved Minutes of the Whitefish Township Board**

**Date: October 5th, 2023**

**7052 N M-123, Paradise MI 49768**

**906-492-3452**

Supervisor Forrester called the meeting to order at 7:00pm

**A. ROLL CALL:** Present: Edson Forrester, Kim Bean, Glen Gomery, Earl Skeans, Katie Becker

Absent: None

Citizens present: 12

**B. PLEDGE OF ALLEGIANCE:**

**C. AMENDMENTS TO AGENDA: None**

**D. REVIEW OF MINUTES:** (Regular Meeting September 14th) Motion by Gomery, 2<sup>nd</sup> by Bean to approve. Motion by Forrester, Second by Gomery 5 YES, Motion Carried.

**E. CLERK'S REPORT:** Spent time at the Clerk's Retreat, Clerk Becker learned and will be implementing several policies to align with the Michigan Chart of Accounts. The main change will be selecting a date for our monthly payroll to be honored regardless of our meeting date. The Library Director, EMS Director and Fire Chief will all be made aware of the policy. There are new I-9 forms that will be required for each employee as well as complete employee packets so our employee records can be up to date. Clerk Becker will be attending a QVF Election training on Tuesday October 10<sup>th</sup>, 2023. . The Website.gov domain is up and running but still needs documents and announcements loaded to be complete.

**F. TREASURERS REPORT:** Treasurer Bean will be doing the work to close our accounts at Central Savings Bank and move the money to our Soo Co-Op accounts. \$11,292 more was collected in taxes this past week. Treasurer Bean will be attending the Treasurer's retreat with her deputy next week

**G. SUPERVISORS REPORT:** The EMS Feasibility study has begun. Hoping to report back by Mid-February. The Articles have been signed by all parties involved. The Authority will be putting out literature to educate the public. Clerk Becker and Treasurer Bean again asked to make sure were able to keep our equipment or be reimbursed upon our exit of the authority, Supervisor Forrester stated that the Bylaws are still being worked on.

**H. PRESENTATION OF BILLS:** Payroll: \$40,217.66, Bills \$16,318.78. TOTAL: \$56,536.44. Trustee Gomery expressed extreme concern over the amount of EMS Payroll. Clerk Becker pointed out that our EMS Director has been extremely transparent about the rise in EMS payroll cost. Supervisor Forrester said our board needs to come together and give our EMS director directions on how to proceed. Trustee Gomery also reminded the board of our purchase policy and credit card policy. Clerk Becker, Trustee Gomery and Renee Grey, EMS Director will meet Friday October 6<sup>th</sup>, 2023 at 9:00am to discuss EMS Budget. Motion by Forrester, Second by Becker. Roll Call Vote: Skeans Y, Gomery Y, Becker Y, Bean Y, Forrester Y. 5 YES, Motion Carried

**I. CORRESPONDENCE/ RECOGNITION/ ANNOUNCEMENTS:** The Department on Aging will not be providing a Thanksgiving Meal this year. If anyone in the community wants to take it on, please let the board know.

**J. PUBLIC COMMENT:** Cindra Moore shared her concern for the speed on Whitefish Point Road.

**K. DEPARTMENTAL/ COMMITTEE REPORTS**

**FIRE:** Chief discussed some repairs on our Vehicles however the vehicle in question is on loan from the DNR. Chief Degler is working to get funding from the DNR for repair. We gained 2 new volunteer firefighters.

**EMS :** 12 runs this month, Sunday November 5<sup>th</sup> will be emergency driver training. The Halloween Trunk or Treat needs volunteers. My Michigan will be bringing an ambulance to the Soo.

**LIBRARY:** NO REPORT

**ZONING BOARD OF APPEALS:** NO REPORT

**PLANNING COMMISSION:** NO REPORT

**WFT ENVIROMENTAL CLEAN-UP:** EGLE and the MI Land Bank representatives are waiting to hear from our Township Board. Trustee Gomery and Supervisor Forrester have made contact and have not heard back.

**L. GUEST SPEAKER:** NONE

**M. OLD BUSINESS**

- 1. Ordinance Enforcement Officer:** No interest currently.
- 2. ZBA Appointments/ Alternates:** No Interest currently.
- 3. Board of Review Vacancy:** No interest currently.
- 4. Housing Project Discussion:** No new developments
- 5. Zoning Ordinance:** Public Hearing is scheduled for November 2<sup>nd</sup>, 2023, at 5pm.

**N. NEW BUSINESS**

**1. TAP GRANT Application:**

**a. Ordinance for Snowmobile use West M-123:** Motion by Forrester, Second by Becker to adopt Resolution 060100 – 15MPH Snowmobile Speed Limit Ordinance on Town Trail. Treasurer Bean asked who can cite this violation? Supervisor Forrester stated DNR, Law Enforcement and our Zoning Admin can cite offenders. Roll Call Vote: Skeans Y, Gomery Y, Becker Y, Bean Y, Forrester Y. 5 YES, Motion Carried

**b. Resolution for No Parking on ORV Trail :** Resolution 20231005. Motion by Forrester, second by Skeans. Roll Call Vote: Skeans Y, Gomery Y, Becker Y, Bean Y, Forrester Y. 5 YES, Motion Carried

**2. Fireworks Discussion:** Supervisor Forrester is asking for the public to create a fireworks Committee. Trustee Gomery stated we needed to send letters to the businesses and put this in their lap. Clerk Becker stated that letters were sent out asking for donations from all local businesses and only 2 responded for a total donation amount of \$250.00. Motion by Forrester, second by Becker to inform citizens they need to create a fireworks Committee. 5 YES, Motion Carried.

**3. Purchase Policy:** Discussion on amount Supervisor can spend without permission. Clerk Becker stated EMS and Library are turning in very complete purchase order forms. Clerk Becker shared the credit Policy, item C should be amended to include Department Heads/ Directors aside from Township Officers. No motions were made but will have amendments for next month.

**4. Expenditure and Budget Reports:** Supervisor Forrester would like to see a more concise budget and revenue report for each month. Clerk Becker stated she would work with BS&A to get the reports that each board member is requesting. The EMS Director made the Clerk and Supervisor aware of several EMS Reports being required for a study regarding EMS. Trustee Gomery also expressed concern about building employees and their hours. Trustee Skeans would also like to see a breakdown of where their working hours are being spent.

**5. Audit 2022/2023:** Audit is underway, working with Gabridge and Company to complete.

**6. Speed Reduction North Whitefish Point Road:** A Petition was out for signature in the community. 44 total signatures were collected and 26 signatures were residents from Whitefish Point Road. The county informed Supervisor Forrester they do not control the speed limits, the State Police do

**O. SIGN AND RETURN MINUTES TO CLERK**

**P. ADJOURNMENT:** Motion by Gomery to adjourn, 2<sup>nd</sup> by Forrester. Meeting Adjourned at 8:27pm