



ACME TOWNSHIP BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, June 4, 2013 7:00 p.m.

MEETING CALLED TO ORDER WITH THE PLEDGE OF ALLEGIANCE AT 7:01 p.m.

Members present: C. Collett, C. Dye, A. Jenema, G. LaPointe, P. Scott, D. White, J. Zollinger
Members excused: None
Staff present: J. Jocks, Township counsel
N. Edwardson, Recording Secretary

A. LIMITED PUBLIC COMMENT:

P. Salathiel, 4882 Five Mile Rd, encouraged the Board to pass the resolutions on the agenda tonight regarding Shoreline planning.

G. Trill, 7174 Deepwater Pt Rd, expressed concerns with recent conduct at Board meetings. She encouraged respect for each other.

R. Babcock, 4261 Bartlett Rd, expressed concern with the expense of two audits to the taxpayer.

C. Abernethy, 4312 Westridge Dr, expressed her support of the Tart Trails.

L. Wikle, 7174 Deepwater Pt Rd, expressed her concerns with the current proposed township budget for 2013-14.

B. APPROVAL OF AGENDA:

Zollinger asked that the Tart Trails presentation be removed from the agenda, and the need to add under new business a Resolution from Clerk Dye on meeting minutes. Trustee LaPointe had questions on the clerk's report which was moved to Item F for later discussion.

Motion by LaPointe, seconded by Scott to approve the agenda as amended. Motion carried unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. CONSENT CALENDAR: The purpose is to expedite business by grouping non-controversial items together for one Board motion (roll call vote) without discussion. A request to remove any item for Discussion later in the agenda from any member of the Board, staff or public shall be granted.

Motion by Collett, seconded by LaPointe to approve the Consent Calendar as presented. Motion carried unanimously.

1. RECEIVE AND FILE:

- a. [Treasurer's Report](#) as of April 2013
- b. [Clerk's Report](#) as of 05/24/13
- c. Draft Unapproved Meeting Minutes:
 - a. [05/13/13](#) Planning Commission [05/20/13](#) Zoning PC Sub-committee and [5/20/13](#) Regular PC meeting
- d. [Parks and Maintenance Report](#) – Tom Henkel
- e. [The Metro Insider Newsletter May 2013](#)
- f. [Planning, Zoning & Administrative Activity Report](#)
- g. [North-flight Statistics](#)

2. **ACTION – Consider approval:**
 - a. Township Board meeting minutes of [05/13/13](#) and [05/14/13](#)
 - b. [Accounts Payable Prepaid](#) of \$262,356.65 as of 05/24/13 and [Current](#) to be approved of \$77,273.30 (Recommend approval: Cathy Dye, Clerk)

E. ITEMS REMOVED FROM THE CONSENT CALENDAR:

1. **Clerks Report**_____

F. SPECIAL PRESENTATIONS/DISCUSSIONS:

1. **Tart Trails ,Item removed from Agenda**

G. REPORTS:

1. **Sheriff's Report – Deputy Jason Roelofs:**
2. **County Commissioner's Report – Larry Inman:**
3. **GTC Emergency Management--- Gregg Bird**

H. CORRESPONDENCE:

- 1.

I. PUBLIC HEARINGS:

[Proposed Acme Township Budget for fiscal year 2013-2014](#). Consideration of adoption of the budget will take place directly after the Public Hearing.

Supervisor Zollinger informed the public that there was a budget sheet comparison sheet available for them to follow and that it was shown by budget department or cost center. He opened the public hearing at 7:35pm. Questions were ask by N. Knopf about the amount shown on the Budget for VGT permit's she express concern about the amount .Supervisor Zollinger responded that the amount was large because this was a very big project and based on our fee schedule the amount was proper. Knopf also expressed concern about our Tax collection Fee of 1% for Administration. Trustee Jenema answered this concern and explained what it covered. Al Rigarillo asked about the yearend expense of \$782520 being over the budget amount. Supervisor Zollinger explained this amount is a projected amount which will probably come in lower based on various resolutions in progress. Knopf also ask about Attorney fees .Supervisor Zollinger explained they were two places in the budget The first was under Township board and second was under Planning Zoning expenses Dept 410. The public hearing was closed at 7:42 pm.

Supervisor Zollinger then brought the discussion back to board and went through the various budget cost centers and revenues lines, it was mention we get most of our revenue from property taxes, State shared sales taxes ,Cable TV fees and 1% administration fees. Supervisor Zollinger also read off the cost center totals and then he opened the discussion about any questions to line items.

Treasurer Collect, question why the contingency was being held in the supervisors cost center and after discussion it was moved to The Township board cost center line 992.000.

There was discussion on the Function of a CPA internal account function and a motion was made below.

Motion by LaPointe, seconded by Dye to leave the line item for a “CPA” as a placeholder. Motion passed by a roll call vote of 4 in favor (Zollinger, Jenema, LaPointe, Dye) and 3 opposed. (Collett, Scott, White)

2013-14 Fiscal Year Board Salary Resolutions for elected officials.

Zollinger recused himself and turned the gravel over to the Clerk Dye. Scott assisted Dye.

Motion by LaPointe, seconded by Scott to pass Resolution # 2013-23 that the salary of the office of Supervisor shall be \$37,000. Motion carried by a roll call vote of 6 in favor (Collett, Scott, LaPointe, Jenema, White, Dye) and 1 abstaining (Zollinger)

Zollinger reassumed the gavel and Dye recused herself.

Motion by Jenema, seconded by LaPointe to pass Resolution #2013-24 that states the salary of the Clerk shall be \$37,008. Motion carried by a roll call vote of 6 in favor (Collett, Scott, LaPointe, Jenema, White, Zollinger) and 1 abstaining (Dye).

Dye rejoined the Board and Collett recused herself.

Motion by White, seconded by Jenema to pass Resolution # 2013-25 that states the salary of the Treasurer shall be \$34,510. Motion carried by a roll call vote of 6 in favor (Zollinger, Scott, Jenema, White, Dye, LaPointe) and 1 abstaining (Collett)

Collett rejoined the Board.

Motion by Scott, Seconded by Jenema to pass Resolution # 2013-26 that states the salary of the office of Trustees shall be \$6,000.00 and \$50.00/meeting per diem for additional meetings where the Board has requested their attendance. Motion called by a roll call vote of 6 in favor (Zollinger, Collett, Scott, Jenema, LaPointe, White, Dye) and 0 opposed

There was discussion about moneys for a new township hall and this will be shown as Engineering under 101.882.002.. The Deputy Clerk's hours were questioned by Collett and expressed that the proposed hours however were too many for all year. After discussion it was decided to keep the deputy clerks hourly pay at \$16.00 but allow 20 hours per week for one quarter and keep the hours at 16 a week for three quarters.

There was the same discussion about the deputy Treasures proposed hours and after discussion it was decided to keep the proposed hourly wage at \$16.00 per hour but change the hours worked to one quarter at 16 hours and three at 20 hours.

It was suggested we changed the Planner Zoning person's job description to reflect both jobs being done by the same person. This will be corrected by the supervisor. This is not a budget item.

J. NEW BUSINESS:

1. [Memo dated 5/20/13 from N. Lennox, Zoning Administrator re: Branding](#)
Jenema suggested returning this item to the Planning Commission for more review.
2. [Memo dated 5/28/13 from N. Lennox, Zoning Administrator re: Food Trucks](#)
White commented that the Planning Commission would like to issue a permit for this instead of zoning for it. Jock said this would then be a police power ordinance. Lennox and Jocks will continue working on this and bring back to board for final approval.
3. [Approval of professional services contract resolution to conduct a topographic and boundary survey](#) for
Bayside Park and Bunker Hill Park, not to exceed \$3,500.00

Motion by Jenema, seconded by White to pass Resolution # R-2013-27 for approval of payment of \$3,500.00 for Engineering Survey works for the Shoreline Parks. Motion carried by a roll call vote of 7 in favor (Zollinger, Collett, Scott, Jenema, White, Dye, LaPointe) and 0 opposed.

4. [Approval of professional services resolution to retain Beckett & Raeder to prepare a development land cost estimate for Bayside Park improvements in an amount not to exceed \\$5,000.00](#)

Motion by Scott, seconded by Jenema to pass Resolution # R-2013-28 for approval of payment of \$5,000.00 for planning development work for the Shoreline parks. Motion carried by a roll call vote of 7 in favor (Zollinger, Collett, Scott, Jenema, White, Dye, LaPointe) and 0 opposed.

5. [Resolution for Cemetery Burial Fees/Contracting Services](#)

Motion by LaPointe, seconded by Collett to pass Resolution # R-2013-29 increasing burial fees and contracting burial services. Motion carried by a roll call vote of 7 in favor (Zollinger, Collett, Scott, Jenema, White, Dye, LaPointe) and 0 opposed.

6. [Resolution for accepting the CGAP Grant for Metro Emergency Services](#)

Motion by Scott, seconded by Jenema to accept Resolution # R-2013-30 accepting the Competitive Grant Assistance Program (CGAP) grant for Metro Fire in the amount of up to \$21,250.00. Motion carried by a roll call vote of 7 in favor (Zollinger, Collett, Scott, Jenema, White, Dye, LaPointe) and 0 opposed.

7. **Tribal 2 % grant cycle/Township and Yuba Historical Society.**

The board is in support of applying for a grant for the Yuba Historical Society and Donna Saylor will work with supervisor Zollinger to get grant in the proper format on the proper Tribal Grant forms. The Township will not be applying for any project at this grant cycle for their internal projects.

8. **Resolution to hire a Board Recording Secretary:**

Motion by Jenema, seconded by LaPointe to pass Resolution # R-2013-31 to hire a minute taker for \$120.00 per meeting with a cap of \$2,800.00. Motion carried by a roll call vote of 7 in favor (Zollinger, Collett, Scott, Jenema, White, Dye, LaPointe) and 0 opposed.

K. OLD BUSINESS:

1. **Kane Property South Boundary/Saylor Park North Boundary Issue**

Due to illness at Kane's attorney office the work on this project have been delayed. Jock will continue to pursue the issue.

2. Discussion with preceding forward with the Audit results: It's recommended by Treasurer Collect that we take the funds left in the in the Shoreline account after our bonds are paid off about (\$13,800) along with funds from the general funds (\$27,933) account to put back to the Farmland fund (\$41,562).

Motion by Scott and seconded by Collett to approve Resolution # R-2013-32 for repayment of loan from Shoreline fund to Farmland funds. Motion carried by a roll call vote of 6 in favor (Zollinger, Collett, Dye, Jenema, White, Scott) and 1 opposed (LaPointe)

L. PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

P. Salathiel, 4882 Five Mile Road, thanked the Board for their support/approval of the resolutions for the shoreline parks.

A motion to adjourn was made by Trustee Jenema with a second by Trustee Scott, Meeting adjourned at 10:35 pm.