



**ACME TOWNSHIP BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, November 12, 2013, 7:00 p.m.**

**MEETING CALLED TO ORDER WITH THE PLEDGE OF ALLEGIANCE AT 7:00 p.m.**

**Members present:** C. Dye, A. Jenema, G. LaPointe, P. Scott, D. White, J. Zollinger  
**Members excused:** C. Collett  
**Staff present:** N. Edwardson, Recording Secretary

**A. PUBLIC OPEN DISCUSSION:**

D. Hoxsie, President of Acme Heritage, along with the Acme Business Association announced a Christmas tree lighting at the Hoxsie house on December 4<sup>th</sup> from 4-8. Acme Business Association will provide the tree.

D. Stadel, representing the Acme Business Association (ABA) read a prepared statement citing two major expenses in the Board budget for contractual services. ABA would like to see discussed further this evening under New Business. ABA holds the position that every four years the Board seek sealed bids and review the services being provided.

Jacob Veliquette, grandson of Gene Veliquette, was also in attendance for his school Government class.

**PUBLIC OPEN DISCUSSION CLOSED AT 7:10 pm**

**B. LIMITED PUBLIC COMMENT:**

C. Abernethy, 4312 Westridge Dr, stated her comments were regarding the last meeting and the accounting difficulties. She felt that there was a lot of finger-pointing. Abernethy did some researching into the different duties of the Board; Supervisor develops the Budget, treasurer in charge of the income, clerk maintains financial statements and works with treasurer on a check and balance, and the trustees have a fiduciary. Everybody has a responsibility and must see to carrying them out.

**CLOSED PUBLIC COMMENT: 7:12 pm**

**C. APPROVAL OF AGENDA:**

Zollinger asked to add two items to New Business, # 7 Letter from Treasurer, Collett and #8 Contractor services.

**Motion by Jenema seconded by LaPointe to approve the agenda as amended, adding two items under New Business. Motion carried by unanimous roll call vote.**

**D. INQUIRY AS TO CONFLICTS OF INTEREST:** None noted

**E. 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.

**1. RECEIVE AND FILE:**

1. [Treasurer's Report](#) September 2013
2. [Clerk's Report](#) 09/30/13

3. Draft Unapproved Meeting Minutes:
  - a. Planning Commission [09/30/13](#) and [10/21/13](#)
  - b. Shoreline Advisory [09/24/13](#)
  - c. Parks & Rec Advisory [09/26/13](#) and [10/17/13](#)
  - d. Farmland Advisory [10/29/13](#)
  - d. [Parks and Maintenance Report](#) – Tom Henkel
  - e. [Planning, Zoning & Administrative Activity Report](#)
  - f. [North Flight September](#)
  - g. [New billing format for Department of Public Works](#)
2. **ACTION – Consider approval:**
  - a. Township Board meeting minutes of [10/01/13](#) and [10/22/13](#)
  - b. ~~[Accounts Payable Prepaid](#)~~—of \$35,466.06 and [Current](#) to be approved of \$38,600.47 (Recommend approval: Cathy Dye, Clerk)

**Motion by Dye, seconded by LaPointe to approve the consent calendar less Item 2 b Accounts Payable Prepaid/Current, Item 1 a Treasurer’s report and 1d Parks and Maintenance Report. Motion carried by 4 in favor (Dye, Jenema, LaPointe, Zollinger) and two opposing (Scott, White)**

**F. ITEMS REMOVED FROM THE CONSENT CALENDAR:**

**1. Account Payable Prepaid and Current**

Dye said an invoice for mailing/postage of winter taxes was received changing current and a total was added twice in prepaid.

**Motion by LaPointe, seconded by Jenema to accept the Account Payable prepaid and Current as amended. Motion carried by unanimous roll call vote.**

**2. Treasurer’s report**

LaPointe asked for the treasurer’s report to be removed because the report shows a reconciled bank statement through the end of September when August is still not reconciled. The sequence would be to approve August first and then September. Jenema agrees with LaPointe regarding the Treasurer’s report. She would like to see Collett present to bring us all to the same page.

**Motion by Zollinger, seconded by Jenema, to not approve the Treasurer’s report and remove to the end of the agenda for discussion. Motion carried unanimously.**

**3. Parks and Maintenance report**

Jenema asked for an update on the winter plowing of the Tart Trails from Bunker Hill to Five Mile road. Zollinger said it was a question of insurance coverage. Tart Trails does not have insurance coverage. Zollinger will go back and address the issue with our insurance carrier and pending no problems we will plow.

**Motion by Jenema, seconded by White to approve the Parks and Maintenance report as presented. Motion carried unanimously.**

**REPORTS:**

**1. [Sheriff’s Report](#) for September and October – Deputy: Ken Chubb**

Chubb was not present but he did encourage residents to lock cars and homes. Sheriff, Tom Bensley, was present and he briefly talked about the proposed county budget. He encouraged talking to Larry Inman about any concerns or issues.

**2. [County Commissioner’s Report](#) – Larry Inman:**

Inman was unable to attend tonight’s meeting.

**H. Correspondence:**

**1. [E-Mail dated 10/8/13 from Charlotte & Trevor House-Road Complaint](#)**

Zollinger read the email and will forward to the Road Commission.

**2. Charter Communications letter**

Zollinger read a letter stating a restacking of the channels. The letter was for informational purposes only.

**I. Public Hearing : None**

**J. NEW BUSINESS:**

**1. 2% Tribal grant request for December cycle----Supervisor Zollinger**

**a. [Water engineering Request](#)**

Zollinger said the grant request of \$140,000.00 is for financing for preliminary engineering to extend Tribal water along the main business corridors of Acme Township including M-72, US-31 and Mt. Hope Road.

**b. [Acme Historic Society Request](#)**

Hoxsie stated that the Acme Historic Society is requesting \$25,000.00 to move the Hoxsie House to a centrally located property donated by the Grand Traverse Town Center and create a historical museum and community center.

**Motion by Scott, seconded by Jenema to forward the 2% Tribal grant request for the December cycle. Motion carried unanimously.**

**2. [Approval of Rezoning](#) of 5549 S. Bates Rd for Traverse City Bulldogs Athletic Association (TCBAA) Brian Harcey, from B-4 Material Processing & Warehousing to A-1 Agricultural---Lennox**

Lennox stated that the applicant sought and was granted a request for rezoning of a ten acre parcel on S. Bates Rd from B-4 to A-1 at the September Planning Commission meeting. In October, the County Planning Commission had no objections to the rezoning. Bill Crain, representing TCBBA, stated this is a Christian based, board-governed, parent-run founded with the mission to provide homeschooled youth with competitive athletic opportunities.

Jocks commented that part of the Board's consideration tonight is when you are looking at a rezone you really are suppose to look at the land use and the zoning change not the proposed use of the applicant.

**Motion by White, seconded by Dye to approve the rezoning of 5549 S. Bates Rd for the Traverse City Bulldogs Athletic Association as presented. Motion carried unanimously.**

**3. Parks and Recreation Master plan approval--- Marcie Timmins**

Timmins, Chair of Parks & Rec advisory, said the Board was given the latest draft of the Acme Parks Master Plan tonight. This plan is always linked to our website. She encouraged the Board to review. The Board will be voting on approval of the plan at the December meeting.

**4. [Farmland PDR Update](#) – Bourdages**

Bourdages stated that Acme's farmland program has just one remaining project from Round 1 of their applications to complete. That project is the Sayler Farm. With additional Grant funding and the remaining PDR revenue, there is also an opportunity to purchase a significant portion of the highest ranking project in the 2<sup>nd</sup> round of applications, the Cherry Country Fruitworks Farm located next to the Shoreline Fruit plant.

**Motion by Jenema, seconded by LaPointe to support the proposed funding strategy with the allocated funds of Acme Township for the Sayler and Cherry Country**

**Fruitworks properties. Motion carried unanimously.**

**5. Metro Fire –ESI contract Support –Zollinger**

Zollinger stated that this ESI contract was initially introduced at the August Board meeting requesting the hiring of a consulting firm to conduct a comprehensive evaluation of potential regionalization and consolidation of operations between Metro Fire and the Traverse City Fire Department.

**Motion by Scott, seconded by LaPointe that Acme Township hereby confirms the Personal Services Contract between the Grand Traverse Metro Services Authority and Emergency Services Consulting International for “Evaluation and Analysis of Potential Regionalization and Consolidation of Operations between the Grand Traverse Metro Emergency Services Authority and surrounding Departments Including the Traverse City Fire Department” is approved by the Acme Township Board of Trustees, and that its Competitive Grant Assistance Program (CGAP) grant number 103022-13 shall be applied to expenses related to the performance of said contract. Motion carried by unanimous roll call vote.**

**6. Resolution to support Motion from Sept 3<sup>rd</sup> Board meeting regarding “Southshore Bayside park” Phase 3 Conceptual plan - Zollinger**

Zollinger stated that a motion was made at the September Board meeting to do a survey of the south end of Bayside Park. Zollinger said a resolution should have been presented.

**Motion by LaPointe, seconded by Scott, to accept Resolution R-2013-41 as presented. Motion carried by unanimous roll call vote.**

**7. Letter from Collett, Treasurer, dated 11/12/13**

Zollinger read into record a letter from Collett stating she is taking a leave of absence for 6 weeks due to medical reasons. LaPointe commented that a elected official may take a leave without approval or disapproval of the Board with pay.

Discussion on the availability of the Deputy Treasurer followed . Zollinger suggest our attorney draft a letter to Collett requesting a clarification of the hours the Deputy would be able to work and also Collett stating she would take a reduction in treasurer’s salary as stated by Collett in her letter dated 11/12/13.

**Motion by Dye, seconded by White that we hire a person to assist in the Treasurer’s office for the next six weeks to work. Motion carried by unanimous roll call vote.**

**Motion by Scott, seconded by LaPointe, to appoint Zollinger to make contact with, Collett, in an email or phone call as to the deputy’s availability requesting the information to be given within a 24 hour period ending 11/14/13. If no response then the Deputy will be contacted. Motion carried by unanimous roll call vote.**

**Motion by LaPointe , that the Board recommend a letter be written by the treasurer stating that the pay for the additional worker will come from her budget during her absence. Seconded by Scott. Motion carried by unanimous roll call vote.**

**8. Township Contractual Services**

Following up with the remarks from Stadel, in Limited Public Comment, Zollinger stated that all data is available for public review and encouraged Stadel to come in and review the information. Zollinger stated that there were some “big ticketed” items like the Master Plan and the Five year Parks & Rec plan in the budget.

**K. OLD BUSINESS:**

**1. Kane follow-up – Jocks**

Jocks said the easement and quit claim deed were drafted but the legal description

wording needs to be updated. Gosling-Czubak will complete that and Jocks will present at the December Board meeting.

**2. Treasurer Report from 10/1/13 meeting status and review Fund 101-Collett**

Zollinger stated that not having the Treasurer present in the last two meetings we do not have the information to make a decision.

LaPointe stated that the August report stated that we were operating with only \$20,000.00 and then we received a second report in September the numbers and format were completely different. Now comes the third report. LaPointe can not approve the Treasurer's report.

LaPointe said we are waiting for the audit which will show the bank balances to June 30, 2013. LaPointe suggests that our accountant working with the auditors year end reports reconstruct July, August, September and October treasurer's reports, based on the audit, not the treasurer's report.

**Motion by LaPointe, support by Scott that our accountant working with the auditors ending statement balances on June 30th to reconstruct the July, August, September and October Treasurer's report. Motion carried unanimously.**

**Motion by Scott to table the treasurer's report that we spoke about tonight, seconded by LaPointe. Motion carried unanimously.**

**Motion by Scott, seconded by Jenema to rescind the motion to transfer money from the 101 Septage plant funds. Zollinger stated this was not done but motion to rescind previous 10/01/13 motion is appropriate. Motion carried unanimously by roll call vote.**

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

**Meeting adjourned at 9:25 p.m. on a motion by LaPointe with support from Jenema.**