



ACME TOWNSHIP REGULAR BOARD
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, October 14, 2008 7:00 P.M.

MEETING CALLED TO ORDER WITH PLEDGE OF ALLEGIANCE AT 7:00 P.M.

Members present: D. Boltres, D. Dunville, R. Hardin, W. Kladder, P. Scott, E. Takayama, F. Zarafonitis
Members excused: None
Staff present: S. Vreeland, Township Manager/Recording Secretary
T. Henkel, Parks & Maintenance Manager
C. Bzdok, Legal Counsel

INQUIRY AS TO CONFLICTS OF INTEREST: None noted

APPROVAL OF AGENDA: Motion by Takayama, support by Zarafonitis to approve the agenda as amended to add New Business Items F8, proposed budget amendment resolution and F9, proposed resolutions amending township retirement plan. Motion carried unanimously.

A. CONSENT CALENDAR:

Motion by Zarafonitis, support by Dunville to approve the Consent Calendar as presented, including:

RECEIVE AND FILE:

1. **Treasurer's Report** as of 08/31/08
2. **Clerk's Report** as of 10/08/08
3. Draft Unapproved Meeting Minutes:
 - a. **Marina Advisory** minutes 9/18/08
 - b. **Facilities Advisory** minutes 9/23/08
 - c. **Parks and Recreation Advisory** minutes 9/25/08
 - d. **Planning Commission** minutes 9/29/08
 - e. **Board of Review** minutes 09/29/08
 - f. **Metro Fire Board** minutes 08/26/08
 - g. **County Road Commission** minutes 09/03/08
4. **MTA Legislative Alert 09/26/08** regarding possible changes to property taxation

ACTION – Consider approval:

5. Township Board meeting minutes of **09/02/08**
6. **Accounts Payable** of \$65,949.80 through 10/7/08

Motion carried by unanimous roll call vote.

B. LIMITED PUBLIC COMMENT: None

C. REPORTS:

1. **Sheriff's Deputy** – **Mike Matteucci**: received and filed.
2. **County Commissioner's Report** – **Larry Inman**: received and filed.
3. **Parks and Maintenance** – **Tom Henkel**: received and filed.

D. SPECIAL PRESENTATIONS: None

E. CORRESPONDENCE:

1. **Certificate from Michigan Capitol Committee stating that new State of Michigan flag flew over the Capitol on 05/28/08:** Representative Jason Allen presented the flag to the township during the past month, thanks to the efforts of Rod Kuncaitis and the Masonic Lodge. The flag will be displayed alongside the American flag in the meeting room.
2. **\$20,000 Grant Award from the Les & Anne Biederman Foundation for the Shoreline Preservation Project:** received and filed. The township continues work towards additional grant funding and private donations.
3. **09/30/08 Charter Communications letter regarding cable channel lineup changes:** received and filed.

F. PUBLIC HEARINGS:

1. **Public Hearing to consider whether or not to adjust sanitary sewer monthly user fees:** Vreeland explained the provided memo and spreadsheets distributed in the packets, and a new scenario placed on the tables this evening. By updating the cash flow spreadsheets she maintains as requested by the Board in August, she and Kladder observed that a rate increase to \$28/month would still project that the Sewer Fund would be drained under the assumptions used by December 2011. An increase to \$30/month would slow the net reductions to the point where the December 2011 balance in the fund could be around \$155,000. In increase to \$32/month would create a projected December 2011 balance of around \$300,000.

The new scenario was developed after a discussion with Hardin about possibly calling some of the existing bonds early. Vreeland spoke with County Treasurer Bill Rokos, and their discussion focused on Bonds 322 and 326, the only that involve only Acme Township projects and payments. Both bonds mature in late 2011, and both could be called in early 2009, when the next interest payments are due. It would cost \$140,000 to pay off the remaining principal balances, but since the interest rates we are paying are 6.4% and 5.5% respectively, while our investments are currently earning only about 2%, through the end of 2011 calling the bonds would improve our projected ending balance by about \$10,000 if user rates are also increased to \$30/month. Kladder and Vreeland are therefore recommending an increase to \$30/month for user fees plus calling the two bonds.

Mr. Rokos indicated, as do the spreadsheets, that the calculations for Acme's share of the other bond payments are quite complex, with many of them creating payments that can vary every six months. Therefore, it is his recommendation that looking at options for the other bonds be done by the DPW as a whole, including all participating townships in the discussion and decision. He says that he reviews bonds and investment rates frequently, but to date it has not appeared that current conditions would provide a true savings if the debt were refinanced after legal costs to do so are factored in.

Takayama expressed frustration with why the County hasn't taken a harder look at calls or refinancing to reduce interest rate. Scott asked what would happen if the two bonds are called but the monthly user fee is left at \$25; Vreeland ran the scenario and determined that the Sewer Fund would reach a negative balance in April 2010. Kladder will discuss refinancing option thoughts with DPW Director Chris Buday at a lunch meeting tomorrow.

Kladder reported that Peninsula Township's Supervisor says that his township will not be expanding centralized sewer service further than it exists today, so they expect operating costs and user fees to remain low. Garfield Township has been able to save up \$2 million and will be able to pay for new treatment plant studies and construction through new connection fees already paid. Elmwood Township is not experiencing the type of growth Garfield Township has and is relying on monthly user fees rather than new connection fees to pay both operating and maintenance expenses and debt expenses, as is Acme. Elmwood's current monthly rate is \$28, and has been for a while. Kladder recalls that this issue was first raised by Bill Kurtz several years ago. There has been discussion about implementing regular small

increases in the future versus the following the historic pattern of periodic large increases. He agrees with Takayama about the need to ease the burden on taxpayers and system users whenever possible, but the Board also needs to be fiscally responsible. Hardin noted that the fees for pumping septic tanks have risen sharply – more than tripling – within the past two years, and there is discussion of instituting a monthly fee on septic tank users to pay for the septage plant.

Public Hearing opened at 7:37 p.m.

Chuck Walter, 6584 Bates Road, has been involved in many discussions about sewer rates over the past 10 years. The one thing he has not heard discussed this evening is growth within the township. He believes a committee should be formed to market Acme to new commercial development. This would help the sewer fund and perhaps enable residential user fees to be reduced again. He believes that most potential developers feel Acme is an unfriendly place to do business right now.

Public Hearing closed at 7:39 p.m.

Kladder stated that he is meeting with the Acme Township Business Association on October 29 to see what can be done to enhance economic development. Mr. Walter suggested that some communities develop marketing packets to distribute that list various available development incentives.

Dunville stated that she would favor an increase in the monthly user rate to \$30, and calling the two bonds maturing in 2011, as well as further investigating possibilities for refinancing or calling the other bonds. Scott reluctantly agrees that this scenario is the best thing to do at this time, but would like the township to be in a position to reduce the rates again as soon as possible.

Motion by Scott, support by Hardin to approve Resolution #R-2008-28 raising the sewer usage rate to \$30/month effective October 1, to proceed to call Bonds 322 and 326 at the earliest opportunity, and to review sewer usage rates again in approximately a year when the annual DPW budget figures are available.

Takayama believes that government agencies tend to “run too fat.” Officials tend to be too complacent. Before rates are raised, he would prefer to have a hard look at the 2009 DPW budget and see where it can be trimmed. In this regard government should be run more like business; when times are lean we should look for ways to cut costs. Simply raising rates may not provide sufficient incentive for sincere efforts to reduce costs.

Kladder noted that the DPW is an arm of the County government, and some workers are unionized. The DPW personnel budgets are subject to the general conditions of County employment. The Board of Public Works has investigated whether it would be more cost effective to go out on its own, separate from the County, but concluded that any savings would be eclipsed by having to create new positions in human resources management and the like for functions performed by the County at this time.

Dunville felt that Takayama’s comments have merit. Hardin noted that the Board has deferred a raise in rates before. By the time additional analysis is complete, the situation may have worsened. Raising the rates now will help at least for the short term, and if the additional analysis indicates room for savings we can lower the rates again. If the analysis indicates there is no room for improvement, the township has already taken a step to fix the problems that exist. Scott observed that while \$5/month can be a lot to add to peoples’ budget, it’s better than waiting too long and having to make a much bigger monthly increase. Zarafonitis agreed, noting that since his business pays for 21 benefits it will be a significant increase for him.

Takayama asked that we total up all outstanding DPW-related debt. Has the County considered calling all the bonds that can be called, paying them off from their reserves, and then loaning money to the Townships at a rate between the bond rates and current interest rates on bank accounts? This could benefit everyone.

Motion amended by Scott, with support by Hardin to approve Resolution #R-2008-28 raising the sewer usage rate to \$30/month effective October 1, to proceed to call Bonds 322 and 326 at the earliest opportunity, and to review sewer usage rates again in approximately six months. Motion carried by a roll call vote of 6 in favor (Boltres, Dunville, Hardin, Kladder, Scott, Zarafonitis) and 1 opposed (Takayama.)

2. **Public Hearing to consider adoption of Acme Township Ordinance 2008-2 Civil Infractions:** Bzdok reported that there have been few major ordinance enforcement issues raised over the past few years, so how they are enforced has not been examined in detail. Many of the township's ordinances indicate that enforcement is done as a civil infraction – basically the issuing of a ticket and paying a fine, with the ability to appeal. This is a fairly new way for townships to perform enforcement. The older model was that violations were misdemeanors that had to be prosecuted. Because many of our ordinances contain civil infraction clauses Bzdok assumed that we had a civil infraction ordinance in effect. Having become unsure this is the case, a proposed ordinance has been prepared.

The ordinance designates the township office as the enforcement bureau, and would designate the Clerk's office as the Bureau Clerk for processing tickets issued. Ticket books would be printed. This new ordinance would not change the substance of other existing ordinances. Anyone ticketed would have the right to appeal to District Court, possibly through the County Magistrate's office as an initial step.

Scott asked if there is a warning period involved: if someone violating an ordinance can be given a grace period to correct a problem before being issued a citation. The township has the discretion to begin by issuing a warning or a citation in any given situation, and for the fine to rise if one entity incurs multiple tickets. The handling of one situation will not set precedent for others, similar to how police may issue a warning to one speeder but a ticket to another.

Any fines paid would be retained by the township if they relate to an ordinance is ours alone. There are some ordinances such as the junk, noise and stormwater control ordinances that were adopted by the township but are enforced by County agents. In these cases the enforcing agency would continue to collect any fines imposed. There is no expectation that there will be a need to issue a rash of citations or collect many fines; this is a tool to use so that the township can seek effective enforcement without having to work through the County Prosecutor's office.

Public Hearing opened at 8:05 p.m.

Deb Zerafa, 9750 Bates Road, has worked in the legal field for 15 years. She believes that this ordinance is inadvisable and will only serve to complicate things. She had a problem with heavy equipment creating dust when she first moved into her house and the township and other local agencies effectively took care of the problem within a day. She believes that the township has worked hard on its zoning ordinance and that should easily take care of any problems that might arise.

Public Hearing closed at 8:11 p.m.

Dunville was concerned as to whether her personality would be suitable to dealing with this issue as the Bureau Clerk. Bzdok clarified that it was his suggestion that others perform actual enforcement, and she would only process any tickets and fines that occurred. The

enforcement agents could be our Zoning Administrator, Sheriff's Deputy and or other township staff positions specifically designated.

Kladder asked if costs to a potential violator are different whether the system is a civil infraction or a misdemeanor. Bzdok does not believe costs would vary, but he personally would rather be convicted of a civil infraction than a criminal misdemeanor. Scott believes the C.I. method is less expensive due to a lack of potential court costs and attorney fees.

Boltres can recall several situations where informing someone of a regulation did not improve the outcome. Having the ability to issue a ticket might help reinforce the importance of following the appropriate rules. Hardin would prefer the route of issuing a ticket rather than having to ask the County Prosecutor to issue criminal charges, which can have lasting impacts on many facets of a person's life. He believes it is a gentler form of enforcement.

Motion by Zarafonitis, support by Takayama to enact Civil Infraction Ordinance #2008-2 as presented. Motion carried by unanimous roll call vote.

Motion by Takayama, support by Scott to adopt Resolution #2008-29 establishing the Clerk as the Civil Infractions Bureau Clerk, and the Supervisor, Manager, Zoning Administrator and Community Policing Officer as enforcement officials. Motion carried by unanimous roll call vote.

G. NEW BUSINESS:

1. **Discuss proposed design for Saylor Park boat launch:** Vreeland presented the proposed preliminary design and cost estimate for an improved boat launch at Saylor Park, which has been recommended to the Board by the Parks & Recreation Advisory to be forwarded to the DNR to close out our 2003 grant for the project. The advisory is also asking that the township immediately apply for a construction grant through the DNR Waterways program, and that the \$18,000 returned to the township from the 2003 design grant be reserved towards actual construction costs to match any grants received from the DNR or other sources. Zarafonitis likes the idea and thinks we should consider this as an earmark. Scott had trouble finding a place to launch to fish, resorting to the launch in Peninsula Township, so he supports the project. Hardin asked what the maximum size boat launched could be; Takayama did not hear a specific number discussed at the last Parks & Recreation Advisory meeting. Henkel and Vreeland stated that the largest boat that can launch now is 18-21', which would remain the case for a new launch. Parking would be on the sides of the road as it is now, or a small (25 space or less) parking area could be created on the east side of the park entrance where there is currently woods if needed. Andy Andres Jr. suggested that a turning area somewhere along Yuba Park Road might be advisable to turn vehicles with trailers around after they park facing eastward and need to head westwards to pick up their boats again. Jay Zollinger suggested some angled parking near the ramp so cars and trailers could pull into a parking space and back right to the ramp to pick up their boats again. Henkel suggested that either parking or simply a looped trail through the woods for turning movements would work.

Scott recommended approving the plan for submission to the DNR Waterways unit conditioned upon revision by the Parks & Recreation Advisory and Gourdie Fraser to provide for some parking and/or a loop suitable for turning a vehicle and a trailer for an 18' boat.

Takayama feels the design is nice, but that it will attract people trying to launch boats bigger than the launch can truly accommodate. He expressed concern about the proximity of the turning area just before the ramp and if it might get washed away if water levels rise significantly. The Board asked that Jamie Wade from Gourdie Fraser attend the next Board meeting to answer questions.

Motion by Dunville, support by Scott to have the plans amended and discussed at the October 23 Parks & Recreation Advisory and resubmitted to the Board on November 11. Motion carried unanimously.

2. **Consider appointment of two Board Members to the new Metro Emergency Services Authority Board**: The new Metro Emergency Services Authority Articles of Incorporation were signed on September 11 and were approved by Lansing on September 22. Therefore, the new authority is in effect. According to the bylaws an organizational meeting must be held by October 22 and two representatives to the new board must be appointed by each member township board. Metro may ask for an extension to January to hold the organizational meeting, but the township should be prepared now by appointing two Metro Board members and one alternate. He also suggested a formal policy on how future appointments are conducted by the township.

Zarafonitis has attended many Metro meetings in the past and would be willing to serve on the new authority board. Scott is interested in emergency services, but if policing were eventually rolled in he would have a conflict of interest at that time due to his employment. Until such time he would be interested in serving. Takayama would have a difficult time making it to meetings based on the current schedule but would be willing to serve as alternate. Hardin has a direct conflict of interest due to employment and cannot serve. Dunville would be willing to serve as an alternate, and Boltres is not able to serve.

Kladder nominated Zarafonitis to the Metro Authority Board; seconded by Dunville. Nomination carried unanimously.

Dunville nominated Kladder to the Metro Authority Board; seconded by Takayama. Nomination carried unanimously.

Hardin nominated Dunville as an alternate to the Metro Authority Board; seconded by Zarafonitis. Nomination carried unanimously.

Kladder and Scott stressed the importance of having two members attend at all times. Scott suggested that it be policy that any Board member could attend if 2 of the 3 appointed members cannot, which was approved by consensus.

Turning to Kladder's draft policy, the Board agreed that 4 year terms of office would be appropriate, to be held the December after each general election. The automatic appointment of the Supervisor was removed, as future holders of the office may be for some reason unable or unwilling to serve. Appointments to fill vacancies would be made within 45 days, to allow some scheduling leeway and avoid the need for special Board meetings.

3. **Consider adoption of Resolution Supporting Realignment of the North Bates Road/M-72 Intersection**: Vreeland amplified on the information in the memo accompanying the proposed resolution. Beginning with a meeting last summer organized by Rise Rasch, the local MDOT Manager when some downstate MDOT signalization and railroad specialists were and including Acme and Whitewater Townships, the Grand Traverse Band and Immanuel LLC, there has been discussion about preparing intersections along M-72 at Turtle Creek, Lautner Road, Bates Road and Elk Lake Road for eventual signalization. There was also discussion in particular about the inability to signalize at Bates Road as the intersection exists today because the railroad tracks run diagonally through it, and the inability to remove the railroad tracks because they are still used by a building supply company on South Bates Road. The idea of discussing a realignment of the intersection of North Bates Road and M-72 in meetings facilitated by County Planner John Sych and TC-TALUS Director Matt Skeels (as neutral third parties) was introduced. Immanuel LLC hosted the first meeting at the offices of their consultants, Mansfield & Associates. The meeting included representatives from Immanuel, MDOT, the Road Commission, Acme Township and Consumers Energy. A

second meeting included all of the above plus a representative from the Tribe. The meetings have been productive and to date have led to discussion of three possible new alignments for a portion of North Bates Road and the intersection with M-72, which could be aligned with the new entrance for the Bates Crossings shopping center project. At the second meeting Rob Larrea from Mansfield & Associates asked if the township might consider adopting a resolution of support for the process. Vreeland has been impressed by the cooperation and the likelihood of a successful outcome that she agreed to draft a proposed resolution of general support for the Board to consider at this evening's meeting, which is attached.

Mr. Walter suggested that any alignment for a new road should have curves where possible to make it easier for semi-tractors and livestock trailers to negotiate the road. Right angle construction would, based on his experience, be more dangerous and slower, backing up traffic more than currently. He also asked whether the road would be brought up to a Class A standard so semis could use it even when frost laws are in place. Mr. Walter would also like to see a new entrance to the road to be as close as possible to Railway Industrial park to eliminate jogs for semis as much as possible. Again he strongly advocated for curves rather than 90-degree angles.

Dave Hoxsie, who owns property on M-72 adjacent to the proposed new North Bates Road realignment and intersection expressed concern about the ability to access the possible new section of road. He was reassured by Vreeland that this should be possible, and that the plans call for the new road section to be entirely on property owned by Consumers Energy and/or the Tribe. At the last project meeting Rob Kalbfleish from the Tribe indicated that when they purchased the property often referred to as the "Hoxsie Property" they learned that they own in fee simple some land between Mr. Hoxsie's eastern boundary and the Consumers Energy property that is 91' wide. Vreeland expressed surprise when it was mentioned because the township tax maps and assessing and tax records indicate that Mr. Hoxsie's property extends all the way to the Consumers property along M-72. Mr. Hoxsie asserts strongly that the Tribal ownership assertion is not correct. Vreeland is certain that some additional research and surveying will be necessary to clear up any disagreement about the matter, but either way there is no plan to use Dave's property for the project.

Rob Larrea from Mansfield & Associates, consultants for Immanuel LLC relative to Bates Crossings, expressed appreciation for the production of the proposed resolution in a timely manner. It has been a great cooperative effort involving people traveling from all over the state. This addresses a public health, safety and welfare need, but the proposed plan would necessitate a redesign of the northern portion of the Bates Crossings site plan. It is most likely that they will need to apply to the Zoning Board of appeals for relief from some setback requirements to do so. By asking for the resolution, they were hoping for acknowledgement of support of a collaborative effort, and understanding that it will not create a self-created hardship that would cause denial of their probable variance request to accomplish the end goal.

Mr. Andres, as an industrial designer, is aware of all the problems that can occur when ideas are being explored. He said that he originally provided the idea for this initiative to Rise Rasch from MDOT at a Grand Vision meeting, and he never expected it to go any further. Page 70 of the township Master Plan discusses the Bates area and creation of a neighborhood center. He understands that a new power substation is planned for this region, and is likely quite needed due to development in the area. Mr. Andres has created his own sketch of how a redesign of the Bates area could be created, and particularly how creation of a new power substation could be accomplished in a way that does not negatively impact the larger Master Plan.

Vreeland addressed Mr. Larrea's comments, observing that she has performed the role of Zoning Administrator and staff to the Zoning Board of Appeals. She understands the concerns being expressed by him and Immanuel LLC that by creating a site plan and

participating in the road realignment that they will be deemed to have created their own need for a variance, which in our ordinance is grounds for denial of the variance. She stated that in her opinion their actions to date should not constitute a self-made problem that would work against receiving needed variances. She cited two recent situations that she personally feels are analogous to the Bates Crossings situation. The first is the proposed cheese shop on the Shaw Property on US 31 North. They wanted to site their proposed food processing building building closer to two lot lines than would normally be permitted, but their grounds for doing so was to enable a conservation easement on the east portion of the site to so it could be functionally a part of the Yuba Creek Natural Area, and the variance was granted on those grounds. Likewise, the Lautner Commons project sought and received a variance of required setbacks for the Meijer store to enable creation of a concentrated and more meaningful wetlands remediation area rather than having to create small linear new wetlands that would be less beneficial. In her personal opinion, the sort of variance request Bates Crossings is likely to make is similar to these two examples – necessary to provide a greater public benefit, and would be requested before any actual construction, and she will be a strong proponent for their case.

Motion by Scott, support by Zarafonitis to adopt Resolution #R-2008-30, with a recommendation that a curved design be used as possible to facilitate large vehicle traffic safety. Motion carried unanimously.

4. Consider adoption of **Resolution Creating Planning Commission** pursuant to the revised Michigan Planning Enabling Act: Bzdok reported that the Michigan Planning Enabling Act effective September 1 requires a Planning Commission Ordinance. There is a long timeline before the adoption deadline, but staff wanted to take care of the requirement right away. The actual composition and operation of the Commission will remain unchanged; it simply places things in ordinance form as required by statute. Public Hearing is permitted but not required for adoption of this ordinance.

Motion by Zarafonitis, support by Takayama to adopt Ordinance #2008-3 Establishing Township Planning Commission pursuant to the Michigan Planning Enabling Act.

5. Consider expenditure of \$2,200 to enable **remote computer access** by multiple users: Vreeland summarized her memo. The expenditure would allow up to five authorized users at one time to access the township network fileserver through a single always-on workstation that would be created by modifying and upgrading the outdated fileserver that was recently replaced. She and Kladder would be able to access data that would make them more efficient when working or participating in meetings off-site. The assessor and treasurer, who both currently work primarily off-site, would have direct, real-time access to the live databases for taxes and assessing from off-site rather than having to work from outdated data and transfer periodic updates from the office. Currently, to achieve this type of remote access one computer in the office for each person would have to be on and unused, which would be less efficient and not currently practicable. The expense would be a one-time expense versus an on-going monthly charge for other ways to accomplish the goal.

Motion by Zarafonitis, support by Scott to approve expenditure for remote computer access. Motion carried by unanimous roll call vote.

6. Consider **recommendations for County Planning Certificates of Appreciation**: Every year there is a County Planning/Michigan Townships Association awards dinner. Local units of government can nominate individuals, groups and developers for various awards in appreciation of their contributions to local planning or beneficial and innovative design. It has been a few years since the township made a nomination, and Vreeland suggests it might be beneficial to participate again. Kladder would like to nominate the Shoreline Advisory for their work, and there was general consensus to this effect. Once some farmland properties are under option it would be appropriate to nominate that advisory as well.

Motion by Dunville, support by Takayama to nominate the Shoreline Advisory for a Certificate of Appreciation. Motion carried unanimously.

7. Consider **establishing project designations for portions of the unrestricted General Fund balance**: Kladder explained the memo provided, regarding his discussion with our auditing firm about informally allocating a portion of our general fund balance towards various projects to demonstrate how the money built up in the bank could be utilized to the public benefit. Items discussed for allocations included:

- Shoreline Preservation Project: \$150,000
- Township Hall: \$250,000
- Motor vehicle replacement \$30,000
- Saylor Park Boat launch: \$68,000 (half of projected construction cost, to include the \$18,000 reimbursement from the outstanding grant)
- Zoning Self-Insurance: \$50,000

There was some general concern about creating perceptions that these are firm commitments of township funding when they are not – they are more along the lines of financial planning tools. If reallocations were made, the side “losing” an allocation might feel cheated. The Board is not comfortable leaving only a 3 month reserve, feeling that more along the lines of 6 months would be appropriate. Boltres also observed that it’s important for taxpayers to understand why some of their money is built up in the bank – what public purpose could it serve? Simply saving taxpayer money to have it in the bank is not a good idea. There was general consensus to plan for some bigger projects, but without using terminology such as “designating” that may have firmer commitment connotations than actually are intended. “Potential allocation” was the preferred terminology. Takayama thought it would be a good idea to add an allocation for town center planning, to reflect at least the \$25,000 line item in the General Fund budget and the \$25,000 in a segregated fund from the Tribal grant for this purpose. Henkel suggested calling it a “strategic plan” as Metro Fire did. Kladder will prepare a resolution for consideration at the November meeting.

8. Consider adoption of **2008-09 Budget Amendment Resolution** to loan money from **General Fund to Fire Fund temporarily for cash flow purposes**: Two years ago the Board followed a recommendation from the Public Safety Advisory to use some of the Fire Fund balance to meet annual Metro Fire budget requirements as opposed to raising our special assessment rate to our taxpayers. Because we make quarterly payments to Metro Fire but only receive revenue during the Winter tax collection every year, and even though for most of the year the fund balance is fairly healthy, around October or November we run into a cash flow problem. Last year the General Fund loaned the Fire Fund \$75,000 to make it through the two months until revenues started coming into the Fire Fund again; this year the required amount is \$46,000. The loan will be repaid in early 2009, and we continue to move closer to not having to make the annual loan in the future.

Motion by Takayama, support by Scott to adopt budget amendment Resolution #R-2008-31. Motion carried by unanimous roll call vote.

9. Consider adoption of **two resolutions amending and restating the Acme Township Retirement Plan**: Vreeland spoke to a representative at ALCOS, the current plan administrator for the township retirement plan. The resolutions amending and restating the retirement plan document were prepared by them in direct response to changes in IRS regulations. They include only one potential direct impact on plan participants: in the past employees could set aside a pre-tax contribution to their retirement accounts from their paychecks to go along with the annual township contribution of 10% of wages earned, but will not be able to do so in the future. No current employee has made a pre-tax wage contribution in many years. The ALCOS representative told her that we will likely see plan

amendment documents every year for a few years, and that there is now and IRS requirement that the retirement plan documents be re-adopted in entirety every 5 years (similar to state DNR requirements for township parks and recreation plans.)

Motion by Takayama, support by Scott to adopt Resolution #R-2008-32. Motion carried unanimously.

Motion by Takayama, support by Scott to adopt Resolution #R-2008-33. Motion carried unanimously.

H. OLD BUSINESS: None

I. PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:
None.

Meeting adjourned at 10:15 p.m.