



**ACME TOWNSHIP REGULAR BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, February 2, 2010 7:00 P.M.**

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

Members present: D. Dunville, R. Hardin, W. Kladder, P. Scott, E. Takayama, L. Wikle, F. Zarafonitis
Members excused: None
Staff present: S. Vreeland, Township Manager and Recording Secretary
J. Jocks, Legal Counsel

A. STUDY SESSION: None

B. LIMITED PUBLIC COMMENT: None

C. APPROVAL OF AGENDA:

Motion by Scott, support by Dunville to approve the agenda as presented. Motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST:

E. CONSENT CALENDAR:

Motion by Takayama, support by Scott to approve the Consent Calendar as amended to removed discussion of Accounts Payable to New Business, including:

RECEIVE AND FILE:

1. **Treasurer's Report** as of 12/31/09
2. **Clerk's Report** as of 01-26-10
3. Draft Unapproved Meeting Minutes:
 - a. Planning Commission **01-25-10**
 - b. GT County Road Commission **12-16-09**
 - c. Metro Emergency Services **11-24-09** and **12-22-09**
 - d. Shoreline Advisory Fund Development Subcommittee **01/13/10** and **1/20/10**
 - e. Shoreline Advisory **01/13/10**
 - f. Farmland Advisory **01/18/10**
4. **Metro Emergency Services Newsletter**
5. **01/26/10 Status Update** – VGT-Phase I SUP Application #2009-01P

ACTION – Consider approval:

6. Township Board meeting minutes of **01/05/10**
7. **Accounts Payable** of \$19,856.18 through 01/26/10 (recommend approval: Dunville)
8. **Resolution #2010-02** setting 2010 Board of Review Meeting Schedule

Motion carried by unanimous roll call vote.

F. SPECIAL PRESENTATIONS:

Kladder announced that today the township was awarded a \$75,000 grant from Rotary Charities towards Phase I of the Shoreline Preservation Project. The township needs to raise an additional \$419,000 to complete the match for the MDNR Trust Fund grant. We are working to close on one of the Phase I properties by the end of March and the other two by the end of June. Many people at the

Rotary meeting congratulated the township on the project, noting that a public shoreline is recognized as a strong driver of economic development and desirable communities. Glen Chown of the GT Regional Land Conservancy was a speaker, and he stated that a \$100,000 Rotary Charities grant that started the Conservancy has leveraged \$100 million in donations and grants, including \$55 million from the MDNR Trust Fund.

G. REPORTS:

1. **Sheriff's Deputy** – Mike Matteucci: Deputy Matteucci summarized the statistics report for January 2010. Takayama asked how serious the accident at Bunker Hill and Bartlett Road this morning was; Matteucci was not certain. He did say that if anyone involved in an accident complains of any pain at all they call for backup from the Metro Emergency Services and/or Northflight.
2. **County Commissioner's Report:** – Larry Inman: The Solid Waste Ad Hoc committee will meet later this month to discuss the completed solid waste study. Today's paper reported that Garfield Township, which along with the City initiated the study, is now pursuing solid waste management options separately from other governmental units. A joint County/Townships/BPW meeting has been rescheduled to March 22 at Twin Lakes Camp. There will be extensive discussion about potential changes to the DPW/BPW structure. DPW Director Chris Buday's National Guard deployment has been extended again for another 3-12 months, so the BPW may move forward to begin the process to hire someone to fill the position. When Buday comes back he must be offered the same job or one with an equivalent level and pay scale. A renewal millage for the Commission on Aging will be on the August ballot and a millage request from the Road Commission will be on the November ballot. The Commission on Aging is debating whether to assume full operational responsibility for the Traverse City Senior Center; a recommendation is due by the end of March.

Kladder observed that interim DPW Director Ross Childs has agreed to serve for no more than 6 months, but is also willing to work up to 7 hours a week beyond that to continue to market the services of the septage treatment plant to potential users and to file the paperwork necessary to require that all septage generated within a 25 mile radius of the plant be directed to a treatment facility rather than being land applied. The DPW is already planning ahead for when revenues from the Bay Harbor waste stream stop coming to our plant. The Solid Waste Committee is having a field trip for some township supervisors so they can visit communities with different DPW models. They may also meet with county bond counsel John Axe to discuss solid waste authorities.

3. **Parks and Maintenance** – Tom Henkel: received and filed.
4. **Zoning Administrator's Report** – John Hull: received and filed. There will be a public hearing regarding revision of the signage ordinances at the February 22 Planning Commission meeting.

H. CORRESPONDENCE:

1. **01-06-10 Dorance & Julia Amos letter** offering 2 parcels of land to future round 2 of the township Farmland Purchase of Development Rights (PDR) program: received and filed.
2. **01-18-10 Kladder response to Amos Letter:** received and filed.

I. PUBLIC HEARINGS: None

J. OLD BUSINESS: None

K. NEW BUSINESS:

1. **Accounts Payable** of \$19,856.18 through 01/26/10 (recommend approval: Dunville):

Takayama had a question about the payment to Fondriest for repairs to the water quality monitoring equipment. He has sponsored a stream at no small expense for the Watershed Center and is wondering if we are doing anything with the data. Vreeland explained that we have several years worth of data, but at some points it is spotty or the sampling data is questionable. She has tried in the past to interest the Watershed Center in having and interpreting the data, with no success so far but continued attempts underway. Takayama would like to see us share data with the Watershed Center. He is working with Denise Baker. Kladder stated that he is also making inquiries as to testing our East Bay Shoreline weekly for *e coli*. The cost would be about \$15/month for the lab assessment plus potentially \$35/sample for the labor if we work through the Watershed Center.

Motion by Takayama, support by Scott to approve the Accounts Payable as presented. Motion carried by unanimous roll call vote.

1. **Tribal 2% Grant award and Contract with TC Visitors & Convention Bureau for tourism promotion and Acme Township branding:** The Tribe does not pay the customary fees paid by hotels to the Convention and Visitors Bureau (CVB) for their marketing services. Brian Napont from the Tribal EDC contacted CVB CEO Brad VanDommelen encouraging him to apply for a 2% grant to support regional promotion in the Chicago area on December 31, the due date for the grant requests. The CVB submitted an application, but approached the township to sponsor their application because the tribal 2% grants can only be made to governmental entities. Kladder worked with Mr. VanDommelen on short notice to provide a letter of support for the grant application, and the two gentlemen met to discuss how the CVB would work on the Acme's behalf to assist our township in marketing itself. Mr. VanDommelen had been unaware of the Acme Business Association's (ABA) new website, or that for two years there has been a farmers market here (the CVB website has a listing of area markets), so Kladder was able to encourage him to include links to those items on the CVB website. They discussed ways that an agreement could be created between the township and the CVB such that the township would provide \$75,000, the amount of the grant request, to the CVB and receive in return assistance in promoting the township. We would also receive marketing metric information to assess the impact of the CVB's efforts in terms of increased traffic and spending at Acme Township businesses and hotels.

Wikle noted that Horse Shows By the Bay has a website that refers to them consistently as being in Traverse City. Can this program be used in part to have information on their website and the CVB's site reflect their location in Acme? Kladder earlier noted that while last year Acme Township was closely allied with the Cherry Capital Winter Wonderfest, which originated at the Resort, this year the marketing materials for the event do not make it clear that many of the key events are still at the Resort, along with downtown, and the township is still involved. Jay Zollinger observed that there is a need to do better promotion for the VASA, which largely takes part within the township.

The marketing program proposed to be funded by this money will take part largely this spring and/or summer. There is a feeling that the township needs to maintain more active ties with the CVB to ensure that we are being well represented and promoted. Kladder stated that several times Mr. Napont has thanked him for exploring having the township support the grant request.

Kladder and Jocks have prepared a proposed agreement between the township and the CVB. Mr. VanDommelen has not had the opportunity to review it yet.

Motion by Zarafonitis, support by Takayama with only major changes to be brought back to the board, supervisor and counsel authorized to make minor changes. Motion carried by unanimous roll call vote.

2. **Discuss Orchard Shores Sanitary System and rates:** The township has been seeking to

review infrastructure issues and clear up loose ends. We have been reviewing the physical and economic conditions for all of the various systems the township owns and operates. We have already reviewed and adjusted user rates for the Hope Village water system, and have turned our attention to the Orchard Shores common sanitary system. This is a township owned system where each house has its own septic tank, but from there grinder pumps send effluent to a dosing tank which slowly releases water to a central dosing tank, which periodically pumps flows in metered amounts uphill to a common drainfield. Normal gravity systems found at homes with individual septic systems don't require grinder pumps. On behalf of the township the DPW has been pumping the septic tanks for the homes every two years. Recently the question of how often tanks need to be pumped has been discussed as part of the septage treatment plant discussions.

The fee structure for the Orchard Shores system has been unchanged since system inception in 1989. Lots with homes pay a \$15/month user fee, and vacant lots pay a \$7.50/month ready-to-serve charge. Now that the system is 20 years old there may be more maintenance issues that come along, and the costs of pumping are higher than the used to be due to the septage treatment plant charge of \$0.12/gallon. As appropriate the DPW has budgeted expected expenditures somewhat high and revenues somewhat low. We also need to build up a reserve to provide for future repairs; and a suggested level for the reserve fund has been established at about \$5,000. We have also learned that there have not been annual inspections of the septic tanks as required in the initial system agreements.

After investigating the facts the township invited Orchard Shores Association president Gordie LaPointe in to discuss the situation. He proposed that septic tank pumping be performed less frequently based on commonly accepted wisdom; perhaps every 3-4 years rather than every 2. Kladder made a counter-proposal that biennial pumping proceed in 2010 as planned and that the annual inspections of the septic tanks be instituted. Data gathered about the levels of solids vs. liquids in the tanks will feed an informed decision in 2011 or 2012 as to how often the pumps truly need to be pumped. The goal is to minimize the likelihood of substantial levels of solids reaching the drainfield and clogging it, necessitating a costly replacement. It is also possible to place additional filters on each septic tank, at a cost as low as \$50/each, that would further protect the drainfield.

Kladder provided a spreadsheet and graph showing what an Orchard Shores fund balance might look like based on historical revenues and expenditures, a recent pump repair, the proposed budget for 2010 and pumping in 2010 and 2013 with a rate increase to \$20/month usage and \$10/month ready-to-serve. While this level of funding would not yet yield the desired reserve fund, it would provide time to gather additional data about actual system expenditures and the optimal pumping schedule.

A proposed rate increase resolution was provided in the packets. Mr. LaPointe communicated the proposed resolution to the association members. Mr. Zollinger stated that if a tank needs to be pumped every year there is a problem either with the tank size relative to the number of water-using fixtures and/or with the function of the system.

Motion by Dunville, support by Wikle to adopt Resolution #R-2010-01. Motion carried by unanimous roll call vote.

- Citizen Advisory bylaws and membership**: Kladder has been considering this proposal for over a year, in part due to questions raised by various individuals about who is a member of which committee, and how terms begin and end.

Kladder sees the Parks & Recreation, Farmland & Open Space Preservation, Heritage, Infrastructure, Shoreline Preservation and Yuba Creek Natural Area Steering Committees as generally active and highly helpful. The Infrastructure advisory has not meet since the resignation of its past chairperson, but a new leader should be identified and the advisory

brought back to life. He recommends keeping these advisories in force.

Several advisories have never met and/or have fulfilled their appointed roles: Budgetary, and Communications are two prime examples. The Economic Development advisory is an admirable idea but the chair selected for it never selected a committee or held a meeting. While he would recommend discontinuing it for now, he believes it should be revitalized soon and should work on promotion of the entire community in cooperation with the ABA. The charge of the Facilities advisory to consider potential for a different township hall is met for the time being, the initial Marina advisory has fulfilled its mission and any future need can be met by creating a new one. The Public Safety advisory meets twice a year to review the Metro Emergency Services budget and recommend a special assessment district rate, but they have never recommended any substantial changes to the budget. He recommends that at least for now all of these advisories be dissolved.

Scott recalled that the Board authorized funding for additional studies regarding the suitability of the former Real Estate One building as township offices; Kladder stated that preliminary cost-free investigations indicated that the price of the property was too high to warrant further consideration. Scott noted that perhaps other properties would be suitable and we should stay open to additional prospects, while Zarafonitis observed that with economic conditions what they are the right time to build or renovate may be well in the future.

Hardin asked if the Farmland & Open Space advisory is going to address both issues and not just the first one in their name. He noted that there are not currently any farmers who are members of the advisory. Vreeland stated that there used to be, but all but two of the farm families have applied to the PDR program and resigned from the committee to avoid any concerns regarding conflict of interest. They are actively participating in the group and in a current examination of our agricultural zoning ordinances.

Takayama recalled a presentation by former Cherry Festival Director and current BATA Director Tom Menzel about municipal promotion. He also heard earlier this evening that there have been some identified problems with promotion and recognition in the community. Looking around the table he is wondering whose job this would be, and which personalities might be best suited. He also wonders if this should be the task of an advisory or if we would be better served by selecting an individual with a strong marketing background and lots of energy to serve in this role. Kladder stated he has already become aware of several very likely candidates for this role in the community.

Scott is concerned that the proposal eliminates some committees that have not been used yet, but would be very useful in the future, and he would hate to not have them at the ready. Kladder would prefer not to have committees on the books that are not hard at work, and noted that they could be re-formed at any meeting by motion. Zarafonitis supported Kladder's point of view, and Scott agreed that this would be very workable.

Another change Kladder has proposed is that all advisory members have set terms that expire every 3 years on a staggered schedule. Each advisory would have to provide an annual meeting schedule and annual report to the Board, and would elect their officers annually.

Scott asked if the people on the committee lists, either those to be retained or eliminated, are fully aware of their status. Kladder referred to recent minutes to determine active membership and contacted anyone about whom there was a question. He wants to be sure that nobody feels unappreciated.

Motion by Scott, support by Dunville to continue the Parks & Recreation, Farmland & Open Space Preservation, Heritage, Infrastructure, Shoreline Preservation and Yuba Creek Natural Area Steering Committee advisories. Motion carried by unanimous roll call vote.

Discussion turned to proposed new standard rules for the advisories. They were prepared through cooperation between Kladder, Chris Bzdok and Jocks. Jocks noted that it is important the advisories fully comply with the Open Meetings Act and Freedom of Information Act. Kladder agreed that they need to be fully transparent bodies. The staff also helps them comply and prepares and distributes all meeting materials for them.

Motion by Takayama, support by Zarafonitis to adopt the proposed Rules for the Citizen Advisory Committees.

Hardin expressed hope that the township will work hard to identify some younger people to serve on various bodies of the township. At 52 he believes he may be the youngest Planning Commissioner. If our government is making plans intended for the next 20-25 years, the people who will be mature members of our community at that time should be involved. Perhaps we could advertise through the high school Civics classes, which already require their students to attend at least one public meeting and perform some community service.

Motion carried unanimously.

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

Jay Zollinger, 4232 Williamston Court stated that sometimes when discussing broadband service there can be confusion about terms. There is a state system that is designed to connect institutional uses, but there are many options for service to homes and general businesses including cable, DSL, satellite and cellular. As much capacity is available as people and businesses are willing to pay for. Looking to that variety of providers in the marketplace is advisable.

Takayama read in the paper about the Merit program proposed to run along some electric corridors. This is the program that Zollinger believes will primarily be useful to institutional outlets because they don't currently provide retail service in the marketplace.

Kladder, Dunville, Bob Carstens, John Hull and Clare David attended a meeting with Jean Derenzy, Bill Rokos and John Sych from the County Land Bank this morning. Land Banks can be a useful way to convert non-productive properties into socially and economically useful sites. We have much more investigation to do about how the concept might be useful to the township and will provide additional information after an additional informational meeting on February 18.

Motion by Zarafonitis, support by Dunville to adjourn the meeting at 8:35 p.m.