



**ACME TOWNSHIP BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, December 3, 2013, 7:00 p.m.**

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

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

A. LIMITED PUBLIC COMMENT:

D. Coats, from Gosling Czubak expressed Holiday greetings to the Board. Coats has enjoyed working with the township and looks forward to the coming year.

R. Evina, Woodland Creek, Vice-president of Acme Business Association (ABA) stated that a letter was read into record at the November Board meeting that either implied or stated that this letter was endorsed by the ABA. Evina said it was not representative of the majority of the Board.

C. Collett, Township Treasurer, asked to speak to the Board. She expressed appreciation for the calls and cards during her recent recovery. [Handouts](#) were provided to the Board as well as the public reviewing her perception of the activities in the Treasury's office since October.

L. Wikle, former Acme Township treasurer expressed deep disappointment in the Board's conduct in the last year.

CLOSED PUBLIC COMMENT: 7:12 pm

D. APPROVAL OF AGENDA:

Zollinger asked to add two items to Reports, #3 North Flight and #4 Road Commission.

Motion by Jenema seconded by White to approve the agenda as amended, adding two items under Reports. 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:

- a. Treasurer's Report
- b. Clerk's Report 10/31/13
- c. Draft Unapproved Meeting Minutes:
 - a. Planning Commission 11/18/13
- d. Parks & Rec Advisory 11-21-13
- e. Parks and Maintenance Report – Tom Henkel
- f. The Metro Insider Newsletter November 2013
- g. Planning, Zoning & Administrative Activity Report
- h. North Flight

2. ACTION – Consider approval:

- a. Township Board meeting minutes of [11/12/13](#)
- b. [Accounts Payable Prepaid](#) of \$2,431.23 and [Current](#) to be approved of \$32,275.33
(Recommend approval: Cathy Dye, Clerk)
- c. [2014 Board of Trustees Regular Meeting Schedule](#)

Motion by LaPointe, seconded by Dye to approve the consent calendar less Item 2 c 2014 Board of Trustees Regular Meeting Schedule. Motion carried by 6 in favor (Dye, Jenema, LaPointe, Scott, White, Zollinger) and 1 abstaining (Collett)

F. ITEMS REMOVED FROM THE CONSENT CALENDAR:

1. 2014 Board of Trustees Regular Meeting Schedule

Jenema had issue with the January date and Scott with April and November dates. Discussion followed. The April meeting moved to the 8th and the November moved to the 12th.

Motion by Scott, seconded by Collett to amend the 2014 Board Schedule to April 8 and Wednesday, November 12, as presented. Motion carried by unanimous roll call vote.

REPORTS:

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

Chubb stated that 229 calls were handled in November. He encouraged residents to slow down in winter weather driving and again to keep your homes and cars locked.

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

Inman commented that the commission is still working on the budget that is due in November. There are two unresolved issues; affordable health care and the retirement package. Discussion followed.

3. Rick Osborn, a 22 year employee of North Flight and 25 years with Metro Fire, and a medic at Station 8. Osborn stated that North Flight has been in Acme about fifteen months and response times has been reduced from 8-15 minutes to 2-5. Residents ask how did you get here so fast. Osborn cited two calls that resulted in lives being saved because of the quick response time.

4. Bill Mosher, Road Commission, reviewed the recent 3.5 millage that passed in the November Election. He reviewed the projects ahead.

H. Correspondence: None

I. Public Hearing : Parks and Recreation 5 year master plan approval - Timmins

Timmins, Chair of Parks & Rec advisory, said the Board was given the latest draft of the Acme Parks Master Plan at the November meeting. She had some drawings rendering the projected plans. Timmins reviewed.

Public Comment opened at 8:10 pm

E.Takayama 5100 Lautner Rd, commented that it was good planning although not real familiar with the plan. He commented on visiting Central Lake last summer on a Friday afternoon and found the area to be rather deserted, went on over to Boyne City where he found a “activity hub”. There was dancing for young and old, music, lines waiting to eat at the local eateries. Just like night and day from one town to the next. He stated it was just the difference in good planning. It takes energy, funding but well worth it.

K. Guy, Co- Chair of the Shoreline advisory and a resident of Peaceful Valley stated that we have come a long way since 2006. She applauds the Parks & Recreation advisory, past and previous members of the Shoreline advisory, the Conservancy, the Board and the citizens of Acme Township for their work.

Public Comment closed at 8:30 pm

LaPointe commented that he had attended the majority of the Parks & Recreation advisory meetings and found there was a lot of opinions but with comparison and compromising we were able to come up with this plan. LaPointe and Collett agreed that funding is the big issue.

Motion by Jenema, seconded by LaPointe, to approve the Parks and Recreation 5 year master plan as presented. Motion carried unanimously.

Jenema commented that she needed to excuse herself at 9:00 p.m. and would like to have a full Board present to vote on Item # 6 Resolutions under New Business. Board in agreement to move Item # 6 up.

J. NEW BUSINESS:

6. Resolutions:

a) [Approval to move Liquor fund monies to Police Fund](#) – Zollinger

Motion by Scott, seconded by Jenema, to approve Resolution R-2013-# 42, moving Liquor Fund monies to Police Fund. Motion carried by unanimous roll call vote.

Jocks asked Collett if Resolutions B and C under New Business were the two she and her attorney were taking issue with. Collett replied yes. Jocks stated that the attorney did not specific but had legal issues with the Resolutions presented. Jocks would suggest tabling the two resolutions until further research is done into the letter from Collett's legal counsel.

Motion by Scott, seconded by White under the advise of counsel to table Resolutions B and C until further review. Motion carried 6 in favor (Collett, Dye, Jenema, Scott, White, Zollinger) and 1 (LaPointe) opposing.

d) [Township Health Benefit cost increase](#)

Clerk, Dye, presented a resolution showing cost increases for 2014.

Motion by Jenema, seconded by White to approve Resolution R-2013-43 admending Health Insurance for a 21% increase to the Budget. Motion carried by unanimous roll call vote.

Jenema dismissed from the meeting at 9:00 p.m.

1. [Allocations for Township Fund Balances](#) – Supervisor

Zollinger stated this resolution allows for potential allocations for township fund balances.

Motion by Collett, seconded by Scott to approve Resolution R-2013-# 44 for Potential Allocations for Township Fund Balances. Motion carried by unanimous roll call vote.

2. **Annual Audit report – Dennis, Gartland & Niergarth**

Trina Edwards and Mary Krantz presented the annual audit for the recently-completed township fiscal year. The auditors have issued an “unqualified” rating, the highest possible audit rating with a Fund Balance of approximately \$1.172 million in General Fund.

a. [Communications Letter](#)

b. [Financial Statements](#)

Motion by Collett, seconded by Scott to accept the 2012-2013 Audit as presented. Motion carried unanimously.

3. [Replacement of Board meeting table chairs](#) – Supervisor

Zollinger is looking for a motion to replace chairs in the meeting room. Many of the chairs have been repaired several times. Collett asked the cost and how many. Zollinger said we are looking at replacing 8-10 chairs at about \$150.00 a piece. This money will come from Township Improvements line.

Motion by Scott to approve spending up to \$1,500.00 for chairs in the meeting room, Seconded by Collett. Motion carried by unanimous roll call vote.

4. Board Meeting protocol

Zollinger stated this will not be discussed this evening.

5. Township Hall wall replacement plan

Zollinger expressed concern about the wall in the township that is leaning and concerned about the safety issues. Henkel provided a drawing of new doors. Scott was concerned about blocking the windows. This will not be done.

Motion by Dye to cap the spending at \$1,400.00 to improve the wall, seconded by LaPointe. Motion carried by unanimous roll call vote.

K. OLD BUSINESS:

1. Kane follow-up – Jocks

Jocks reviewed the agreement regarding the quit claim deed easement for Kane and Saylor properties.

Motion by Scott to approve the acceptance of the Quit Claim Deed easements in conjunction with the Kane and Saylor Park properties contingent on approval of

Kane’s legal counsel with any substantial changes being brought back to the Board otherwise as written. Motion carried unanimously.

2. New Monthly Cash flow report prepared by Township Accountant, July, 2013, to October, 2013

a) Balance Sheet as of 10/31/13

Zollinger stated that this balance sheet shows unrestricted balances net of anything reserved on each sheet. The accountant reconciled from the June 30th balance as presented in the audit report to October 31st per Board’s instructions at the November meeting.

b) Monthly cash report as of 10/31/13

Zollinger stated that this is a new monthly statement prepared by our accountant. Collett said this report is very similar to what she has prepared. Discussion.

Motion by Scott, seconded by Collett, that the above format be followed for the Treasurer’s report and the Prior monthly adjustments column being filled out or zeros in place. Motion carried by unanimous roll call vote.

3. Treasurer’s reports for 10/3/13 and 11/12/13

Zollinger asked Collett if she would accept the reports and her response was yes.

Motion by Scott to approve the Treasurer’s reports for 10/3 and 11/12 as presented. Seconded by White. Motion carried by unanimous roll call vote.

4. Acme Website update – Brickhouse productions

Zollinger stated that the website updating was moving along very well.

5. Tart Trails snow removal Status

Henkel provided a memo to the Board regarding the Tart Trails plowing from Bunker Hill to the railroad tracks on Five mile road,

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

Meeting adjourned at 10:15 p.m. on a motion by Scott with support from White.