



APPROVED

ACME TOWNSHIP REGULAR BOARD MEETING
3593 Bunker Hill Rd, Williamsburg MI 49690
Will be held in the old Acme Laundry
Tuesday, May 14, 2019 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:00 p.m.

ROLL CALL: Members present: J. Zollinger, C. Dye, A. Jenema (arrived 7:29 pm), J. Aukerman, D. White, P. Scott

Members excused: D. Nelson

Staff present: S. Winter, Planning & Zoning Administrator, V. Donn, Recording Secretary

A. LIMITED PUBLIC COMMENT: Open at 7:02 pm

Jim Heffner, 4050 Bayberry Lane (Submitted written comments to be added to packet)

Brian Kelley, 4893 Ridge Crest (Submitted written comments to be added to packet)

Limited Public Comment closed at 7:07 pm

B. APPROVAL OF AGENDA:

Zollinger added to the agenda under K. New Business, 8. Tribal 2% Grant Application, and 9. Boom Boom Club.

Motion by White to approve the agenda as presented with the addition under K. New Business, 8. Tribal 2% Grant Application, and 9. Boom Boom Club, supported by Aukerman. Motion carried unanimously.

C. APPROVAL OF BOARD MINUTES: 04/02/19 and Special Meetings 04/11/19 and 04/29/19

Motion by Aukerman to approve the meeting minutes of 04/02/19 and Special Board Meetings 04/11/19 and 04/29/19, supported by Dye. Motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS

- a. **Clerk:** Dye reported a mailing went out May 1 to register voters asking if they would like to be placed on the absentee voter application list with a return response form. This will help reduce the volume of attendees in the township hall during the elections. The cemetery is now open and there have been four burials.
- b. **Parks:** Zollinger reported the Grand Opening Ceremony for Bayside Park will be held Saturday, May 18, 2019 from 12:30 – 1:30 pm. Working with the DNR to closed out the Park project, the last item is to approved is the draft for the park's sign. The well pump at Sayler Park went bad and had to be replaced.

He asked for the board's approval to order and pay for sway benches to be placed in Bayside Park that has been submitted from the Parks & Trails committee. There is a donator for the benches leaving the township to pay for any remaining costs after the donation.

Motion by Dye to approve the purchase from GameTime for the sway benches for \$5,765.58, supported by Scott. Roll call carried unanimously.

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- c. **Legal Counsel – J. Jocks:** No report
- d. **Sheriff:** Deputy Nate Lentz reported the nice weather has increased traffic and car break-ins.
- e. **County:** G. LaPointe informed the pension liability is still on the forefront with the commissioners. The jail is another focus looking at alternative options for those who are dealing with sobriety instead of placing them in jail. Checking-in to programs that test for drugs and alcohol to address these issues would lower costs instead of housing them in jail. The tree cutting at the airport was a big concern from the community. The airport commission has the right to do whatever is an aeronautical benefit for them.
- f. **Supervisor:** No report

F. SPECIAL PRESENTATIONS: None

G. CONSENT CALENDAR:

1. RECEIVE AND FILE:

- a. **Treasurer's Report**
- b. **Clerk's Revenue/Expenditure Report and Balance Sheet**
- c. **North Flight March Report**
- d. **RecycleSmart April 2019**
- e. **Draft Unapproved meeting minutes**

1. Planning Commission 04/08/19

2. APPROVAL:

- 1. Accounts Payable Prepaid of \$288,501.50 and Current to be approved of \$16,660.57 (Recommend approval: Clerk, C. Dye)**

Motion by White to approve the Consent Calendar as presented, supported by Scott. Roll Call motion carried unanimously.

H. ITEMS REMOVED FROM THE CONSENT CALENDAR: None

I. CORRESPONDENCE:

- 1. Letter dated 5/7/19 to Brad Kluczyski/GTCRC Manager from Supervisor, Jay Zollinger**
Zollinger explained the correspondence is to have GTCRC turn over the ownership of the Shores Beach Lane to Acme Township. The Township is interested in this road since it is an exit from Bayside Park. Left turns onto US 31 North takes cars out to the light at Shores Beach Lane and US 31 north. This was a MDOT requirement when the entrance was moved for the new parking lot. The township is working with the Tribe and BIA to see if funds can be obtained to improve the pavement surface of the road.

J. PUBLIC HEARING: None

K. NEW BUSINESS:

1. Resolution #R2019-16 for liquor license for LeBos LLC, DBA BOS Wine

The Board discussed the permit for the premise located at 7352 Angell Rd., Williamsburg. This is to begin the process to submit for approval for a small on-premise tasting room permit for a product they produce.

Motion by Scott to approve the license application for LeBos LLC, DBA BOS Wine, supported by White. Motion carried unanimously.

2. Bayside Park Tents/wedding concerns- Supervisor

Zollinger stated he would like to set a policy not to have tents allowed at the park for events. The park is open to everyone and cannot be closed for a private function. There is also the problem of people putting tent stakes in the ground that could damage the irrigation system. The board agreed with this rule.

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3. **Emergency Sewer repair- Hope Rd and M72 east**

Zollinger informed DPW notified him there was road erosion on M72 and Hope Rd caused by the sewer. He believes the damage occurred when DTE put in a gas main and hit a sewer line. He wants the board to be aware of the repair bill and that he will try to go back to DTE with DPW to recover the costs.

Motion by Scott to approve up to \$30,000 to repair the sewer and to have DPW and the Supervisor go to DTE to try to get a reimbursement for the damage, supported by Aukerman. Roll call motion carried unanimously.

4. **Road repairs in Acme Township this summer**

Zollinger gave a list of roads to be repaired in Acme Township with tar and chip seal.

5. **Memo Marihuana Licensing Fees**

Winter explained when the Medical Marihuana Licensing Ordinance was adopted, they gave their best estimate of fees. After the first year and half it has become apparent the work completed by both staff and counsel needed have the amount increased.

Motion by Jenema to amend the Acme Township Fee Schedule to set the fee for a new medical marihuana facility license application at \$1,500 and a medical marihuana facility license renewal or amendment at \$500, supported by Dye. Motion carried by five (Jenema, Dye, Zollinger, White, and Aukerman), opposed by Scott.

6. **Resolution #R-2019-17 Amending Burial fees and change of Sexton**

Dye informed of a new burial contractor for the Acme and Yuba cemeteries and amended fees, since the current contractor gave notification, he will no longer be doing the job. If the board agrees, Robert Wilkinson who has over 18 years of experience performing burials in Grand Traverse would be the replacement. There would also be a change in the burial fees as described on the agreement.

Motion by Jenema to pass Resolution #R-2019-17 for the Acme Township Board of Trustees agree to Robert Wilkinson as contractor for burial services and the amended burial fees and hours presented, supported by White. Motion carried unanimously.

7. **Stipend for Non-Statutory Clerk Duties**

Dye presented a report to the board for consideration of a yearly stipend of \$3,000 for duties that are non-statutory and take time to complete. She gave a list of the items and an estimate of what each task's percentage would be of the \$3,000. The board discussed various ways of delegating some of the tasks to other offices or increasing the clerk's salary and keeping them as the clerk's duty to handle.

Motion by Jenema to increase the Clerk's salary by \$1,500 for additional work that is related to payroll and the cemetery, and a \$1,500 increase to the stipend for the FOIA Coordinator, notary and reporting for workers comp audit, general liability reporting, and deferred compensation retirement plan management, supported by Aukerman. Roll call motion carried by four (Jenema, Zollinger, Scott and Aukerman), opposed by White, recused by Dye.

8. **Tribal 2% Grant Application**

Winter informed this is a request for the Board's approval to submit a Tribal 2% Grant Application in the May 2019 allocation cycle. The application will request \$38,593 funding for trail amenities along the proposed Traverse City to Charlevoix Trails Bunker Hill Rd. to M-72 Segment.

Motion by Jenema to approve the Township submitting a Tribal 2% Grant for the May allocation cycle in the amount of \$38,593 for trail amenities along the Traverse City to

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Charlevoix Trail: Bunker Hill Rd. to M-72 segment, supported Scott. Motion carried unanimously.

9. Boom Boom Club

Zollinger stated this is an annual request from the club that the township has supported for fireworks. He said the amount to contribute would be \$300.

Motion by White to approve \$300 to Boom Boom Club, supported by Aukerman. Roll call motion carried unanimously.

L. OLD BUSINESS:

1. Zoning/Planning Position

Zollinger informed the Zoning/Planning position has been offered to Lindsey Wolf who has a background in zoning and planning. She is available to start in four weeks and will come in for training with Winter prior to that time. She has been offered a starting salary of \$56,500, after six months performance another \$1,500, and first year good performance of an additional \$1,500. \$1,500, Full medical benefits with employee contribution, 457 savings plan 10% base wage totaling \$59,500 at one year, paid bi-weekly, 9 annual holidays per employee handbook, vacation at start 64 hours annually, after one year 104 hours annually, work week 4/10-hour days starting 7:30 am until 6:00 pm. A background check will be performed prior to employment.

Motion by White to approve hiring Lindsey Wolf starting at \$56,500 with benefits as discussed, supported by Scott. Roll call motion carried unanimously.

Jenema suggested there be an exit review with Shawn Winter to get his feedback for future use. Aukerman agreed to do the review.

2. Budget discussion 2019-2020

Zollinger stated he has all the resolutions and how much is budgeted for each expenditure by category. He will finish working on the package to have for the board's review at the June meeting.

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

Opened at 9:40 pm

Brian Kelley, 4893 Ridge Crest

Winter thanked the board for the opportunity he was offered and is grateful for what everyone provided during his employment.

Public comment closed 9:45 pm

ADJOURN: Meeting adjourned at 9:46 pm


Acme Twp. Clerk.