



**ACME TOWNSHIP REGULAR BOARD
MEETING MINUTES
Tuesday, April 2, 2013,
7:00 p.m.**

Supervisor Zollinger called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance to the Flag.

MEMBERS PRESENT:

Gordie LaPointe, Paul Scott, Doug White, Jay Zollinger, Connie Collette, Amy Jenema

ABSENT: None

OTHERS PRESENT: Township Attorney and the Deputy Clerk

LIMITED PUBLIC COMMENT:

Kathleen Guy made five points in support of purchasing the Schmidt property, One- we have the vision, Two- caution on losing Trust from donors, Three- there is a limited downside and risk to purchase, Four- this is a development opportunity for the shoreline project and Five- we had a great return on our townships investment in the shoreline activities.

INQUIRY AS TO CONFLICTS OF INTEREST: None

APPROVAL OF CONSENT CALENDAR: Two items on the consent calendar were removed for additional discussion. The first was the minutes of a special board meeting held on 3/19/2013 and this was summarized by supervisor Zollinger for the audience as to why the meeting was held.

Motion by Collett, seconded by Jenema to approve consent calendar by removing special board minutes of 3/19/13 and the Clerk's report for further discussion. Motion carried.

The second item was the clerks report which Trustee LaPointe felt the report needed to be refined so it would present more meaning- full data. He also expressed a concern over the amount of corrections that has been made, so far, in the Fund balance Accounting System and suggested it might be the township's advantage to bring in technical support representatives to assist us in identifying all of the past accounting errors and getting those corrected. Trustee LaPointe gave several examples of areas that are over budgeted due to invoices being posted to the wrong account

~~Motion to receive and file made by Trustee Collett and seconded by Trustee Jenema. Motion passed~~

REPORTS:

1. Sheriff's Report – Deputy Jason Roelofs:
Reported on the number of tickets and calls for service in March for Acme Township. The radar trailer will be out soon. Roelofs encouraged the residents to let him know if there is a need for the trailer in a particular area of the community.
2. County Commissioner's Report – Larry Inman:
Larry Inman informed us of a new 911 system approved by Grand Traverse County Commissioners. The system is called Smart 911 and is in the early stages of being loaded. There is no charge to the public. He also reported on the Community Policing Agreement which was frozen for 2013/2014. This is a shared cost by the townships and county. There is also a new Emergency Manager. Inman provided information on the Maple Bay Support.

CORRESPONDENCE:

Dave Hoxsie read a letter requesting the Township Board give consideration, to the Acme Heritage Society, when deciding how to allocate the money from a previous twenty five thousand which was granted by the Grand Traverse Tribe in 2005.. The Acme Heritage Society would like to get a portion of this money to help with the moving of the Hoxsie house.

NEW BUSINESS:

1. **Letter to Grand Traverse Tribe concerning Funds received in 2008 2 % grant (RTKL) Suggested usage on Shoreline Park needs.**
Comments: Supervisor Zollinger explained the 2008 grant was originally to be used toward the Shoreline. Supervisor wrote a letter to the Tribal Chief informing him the township had not used the money and would they have a problem with Acme Township using this grant for the shoreline. Trustee Scott suggested the money be used on the Master Plan rather than the Shoreline. Trustee Collette suggested we need more info on where to use the money. Trustee LaPointe suggested the Shoreline would have more latitude so we do not lock ourselves into one area. **Motion made, by Trustee LaPointe, to send the letter and hold additional meetings to decide where and how the grant would better serve Acme Township's needs. Motion seconded by Trustee White. Motion passed by all Trustees.** Supervisor Zollinger thanked everyone for their input, and will get the letter out to the Tribe with changes suggested. Deciding how and where to use the money would be decided at a later Township Board meeting.
2. **Request from Marina to allow them to put sand on Beach's south of Mt Jacks and Sun & Sand when doing 2013 spring dredging-Adair Correll**
Comments: Supervisor Zollinger read the request by the Marina. Township Attorney Jocks advised a review of the application to the DNR for a permit for the marina dredging.
**Motion made to review the Marina's request by Trustee Jenema and seconded by Trustee White.
Ayes 6 Nays 0 Motion passed**
3. **Township Clerk Opening, discussion on procedures and meeting dates.**
Comments: Trustee Collette informed everyone the announcement for Township Clerk is out. Eight people have responded by submitting their resume. One was not a resident of Acme Township so could not be considered. Applicant must be a resident to run for an elected office. Interviews will begin on April 9th at a Special Township Board meeting to be held at the Acme Township hall. A second meeting is scheduled for April 10 at which time they will do their ranking and selecting top candidates. Trustee Scott asked if other applicants would be allowed to set in on other applicant's interviews. Acme Township attorney Jeff Jocks will check to verify if that would be allowable before giving a definite answer. He will inform Supervisor Zollinger of his findings.
4. **Preliminary status of Internal Audit and Possible additional steps – Collett**
Comments: Trustee Collette explained that Plante Moran was conducting the audit and they completed the first phase and it is progressing nicely. They have looked through several boxes of old records and have uncovered several issues with incorrect posting. They will need an additional five thousand dollars to finish and provide a report back to us. It was decided to get in writing that no more than the additional five thousand will be needed to complete this audit.
Motion made by Trustee LaPointe and seconded by Trustee Jenema to obtain a letter to this fact. Motion passed by all trustees.
5. **Maple Bay support Letter request from GTRLC**
Comments: Megan Olds, from the Grand Traverse Land Conservancy, informed every one of the plans to improve park amenities at Maple Bay. She provided the financial data for this project and is asking the township for a support letter. Trustee LaPointe likes the plan but voiced concerns with them allowing hunting in the pavilion area. There are homes in this

proximity.

Trustee Scott made a motion for the township to provide the letter requested and seconded by Trustee LaPointe, Ayes 6 Nays 0

6. **Resolution to remove Christine Bassett as Trustee from Acme Township Retirement plan effective March 19, 2013**

Comments: Supervisor Zollinger read the resolution (R2013-14) which removes resigned Township Clerk, Christine Bassett, from being listed as the township plan administrator for the Acme Township 401K plan.

Trustee Scott made a motion to remove her from that role and it was seconded by Trustee Collette. Ayes 6 Nays 0

7. **New Township web site needs/direction**

Comments: Trustee LaPointe gave history on the township's website. We have been having issues with our website and definitely has proven that we need a new website that is dependable and easy to maneuver for both the township employees and the Acme Township residents. Trustee LaPointe and Trustee Jenema will research other websites, look at other townships and what they use, and come up with a ball park cost and provide a proposal to the township board.

8. **Parks and Recs:**

Comment: Trustee LaPointe addressed Megan Olds concerning issues with short term funding. Trustee LaPointe voiced his concern. We cannot continue to wait and see no results this year. Megan assured Trustee LaPointe the G.T. Conservancy is committed to work with the township to identify areas that can be completed this year. Supervisor Zollinger stated the township needs to start something this year. The planner has provided a document which allows the township to look at areas the township can begin to do things this year.

OLD BUSINESS:

1. **Appoint FOIA Coordinator**

Comments: In resolution R-2013-15 passed at previous board meeting, the Treasurer would be the township's FOIA Coordinator. Trustee Collette felt this was a hasty decision and this responsibility did not belong in the Treasurer's office. Deputy Clerk agreed this responsibility really should be a function performed by the township clerk's office.

Motion made, to show this function of FOIA Coordinator should be performed by the Township Clerk's office, by Trustee Jenema and Seconded by Trustee Scott. Ayes 6 Nays 0

2. **Phase II/III Deconstruction Matt Mc Donnah**

Comments: Matt McDonough, GT Conservancy, reported on the demolition plan and Bid Plan for the wall. Deconstruction bid is out for Mountain Jacks. Package will be available by the end of this week. He reported on the bidders. This package will be available at the Acme Township Hall for review. There will be a walk-thru of the drawings and the existing retaining wall. Matt reported on the deconstruction and sections of the retaining wall that would not be touched. All of the asphalt will be removed. Existing curb cuts will stay. Supervisor Zollinger requested big boulders be placed where the existing curb cuts are so as to block people from entering the site. Supervisor Zollinger asked how the E-Docks will be constructed. Matt referred him to the last page of the handout. Other topics discussed were well heads, drainage issues, railing for the wall. The conservancy will make sure all is done correctly. Trustee LaPointe is concerned about available funds to do this project. Matt said he would not expect the township to move forward without sufficient funds.

Motion made by Trustee Jenema to move forward with this project and seconded by Trustee Scott. Ayes 6 Nays 0 Motion passed.

Matt said they would like to move on the purchase of the fifteen foot strip of land north of the Beech club property.

Motion made by Trustee Scott and Seconded by Trustee Jenema. Aye's 6 and Nay's 0. Motion passed to move forward with this purchase.

3. **Potential acquisition of Schmidt Property as part of Shoreline Project Phase III**

Comments: The GT Conservancy James Jackson representative provided a read-out to the township board concerning the Phase II Environmental site assessment conditions of this property. Phase 1 consist of historical research. Findings were this area use to support a gas station and there were gas tanks and oil change bays. Phase 2 there was testing for contaminates in the soil. Findings were: three locations were flagged red showing higher than state standards. Soil samples also exceeded state standards. What does this mean, their recommendation was to remove a portion of the top soil, lay down a rubber membrane and add top soil and plant grass seed. The soil in this area cannot be disturbed. We would have to do a cleanup of this area if we were to disturb this soil. The township board of trustee had many questions and discussed the pros and cons of purchasing this parcel. Supervisor Zollinger pointed out the owner has been to the ZBA to get approval for rebuilding plans. Trustee LaPointe felt this was not the best use of Township money and the asking price for this land could be used for other township projects. Trustee Jenema expressed concerns about the environmental issues with this property. Trustee Scott thought we should purchase the property. Trustee White agreed with Trustee Jenema about the environmental issues with this property. He also has concerns with where is the township coming up with the potential dollars that would be incurred for the environmental cleanup. Trustee Collette is not in favor of this purchase. Asked how purchase is tied to Phase 3. It was also noted that MDOT could decide to put a round-a-bout at this intersection and take a huge portion of that property and if that happened we would lose money invested in the purchase of the property and other expensed incurred. Resident, Gene Valequette voiced a concern that the township is spending more money for these projects and we are not seeing results. Supervisor Zollinger voiced concerns with the environmental issues too and pointed out the Place-making design does not show a entrance to the park through this parcel. He also voiced other issues. Supervisor Zollinger is not for purchasing this property. He said we need to consider what is right for the residence of Acme Township.

Motion, by Trustee LaPointe, to not proceed with the purchase of the Schmidt property and seconded by Trustee Collette. Roll call was made for a vote and the Ayes were Collett, Zollinger, White and La Pointe and Nays were Jenema and Scott. Motion approved.

Comments were made by Kathleen Guy that Township Trustees which were incumbents with experience with the Shoreline Project were aware how successful it had been and that we need to maintain our Township confidence in this project. This is important to the donors who have supported this Shoreline project.

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

Comments: Mr. Runhaug informed the township board about a possible private drain from Crest Haven Development which could ran under SR 31 toward the Mt Jack's property. The Township Board will investigate.

Meeting adjourned at 10:00PM on a motion made by Trustee Collette, supported by Trustee Jenema to adjourn the meeting.