

East Bay Charter Township  
1965 Three Mile Road North  
Traverse City, MI 49686

Regular Board Meeting  
Monday March 9, 2009

**Call Meeting to Order:** Chairman Lile called the meeting to order at 6:30pm.

**Pledge of Allegiance:** was recited by all in attendance.

**Roll Call:** Board Members Present: Glen Lile, Bryan Marrow, Tracey Bartlett, Butch Strait and Matthew Courtade. McAllister arrived at 6:35pm

**Excused:** Sue Courtade

**Others Present:** Anne Wendling, Recording Secretary; Jim Young, Township Attorney;

Thirteen (13) members of the public were in attendance.

*Since S. Courtade is absent, Bartlett moved and Marrow seconded that Strait be the acting secretary for the meeting. The motion carried unanimously.*

**Review for Conflict of Interest:** None

**Correspondence:** Provided in the Board Packets.

**Public Comment:** None

**Consent Calendar:**

- A. Board Minutes: February 9, 2009 Regular Board Meeting Minutes were recommended for approval.
- B. General Fund: Checks numbered 6512-6581 were paid in the amount of \$121,835.00 with check number 6486 voided.
- C. Ambulance Fund: Checks numbered 1958-1972 were paid in the amount of \$10,939.99 with checks numbered 1955-1956 voided.

- D. Receiving Fund: Check numbers 1771-1776 in the amount of \$96,041.00 were paid.
- E. Payroll Fund: For the payroll dated 1/18/09 through 1/31/09 checks numbered 11147-11151 and automatic check deposits numbered 1000004092-4093, 4096-4100, and 4103-4105 totaling \$11,368.24.  
  
For the payroll dated 2/1/09 through 2/14/09 checks numbered 11152-11180 and automatic check deposits numbered 1000004088, 4128-4130, 4133-4141, 4146, 4148-4149, 4151, 4154-4156, and 4158 totaling \$17,885.82.  
  
Payroll for the two periods totaled \$29,254.06.

Payroll Taxes EFT Funds

For the payroll of 1/18/09 through 1/31/09 the transfer was \$4,009.39; for the payroll dated 2/01/09 through 2/14/09 the transfer was \$5,106.23.

The total payroll amount for the two time periods combined was \$38,369.68.

Total amount paid: \$267,185.67.

- F. Motion to accept the proposed Budget Adjustments.

Strait asked to move the General Fund bills to #8 under New Business for further discussion.

*Marrow moved and McAllister seconded to approve the consent calendar with General Fund bills removed to #8 under New Business. Upon a roll call vote, the motion passed without opposition.*

**Reports:** Supervisor: Lile reported that township clean up day is May 9<sup>th</sup>. Board of Review went well on its first day. He reported that the RFP is ready to go out for auditors. Lile wanted one board member to volunteer to look at the resumes which come in and Marrow volunteered.

Clerk: S. Courtade submitted her report in writing.

Treasurer: Bartlett stated that tax collection has finished and staff has been balancing accounts for the upcoming audit in April. She also reported that the newsletter would be going out soon.

Trustees: None reported

Sheriff Department: Deputy Rick Davidson reported that in February 2009, there were a total of 516 calls for service in East Bay Township. Marrow was asked to pass on the Sheriff's report and stated that a grant was available through the US Department of Justice for new officers. The sheriff's department wants to know if East Bay Township is interested in this again. Trustees decided that they wanted more information on the proposed grant.

State Police: No Report

Ambulance Department: There were 21 calls for service as a written report indicated.

Fire Department: Jeremy Metcalf reported that there were a total of 266 calls for service in East Bay Township for the month of February 2009. The department received a grant to purchase filters for airpacks and they added Meredith Hawes as a Fire and Life Safety Public Educator.

Engineer: Township Engineer Brian Sousa reported that a preliminary review of the Hentschel Hardware project was completed. He also said that some stimulus money is being funneled through other government entities and East Bay may not qualify for these grants. He will, however, monitor the stimulus package for any opportunities.

County Commissioner: Beth Friend reported that she would like feedback and mentioned that she is on the Human Services subcommittee which discussed time of sale inspections for septic systems. She also talked about the septage committee and commissioners asked for direction regarding the ownership of the septage plant.

Township Attorney: Township Attorney Young said that he will make some recommendations to the board regarding their use of

time overlapping with the Planning Commission. Young commented on time of sale inspections and commended everyone involved in emergency services at the airport since a person on his incoming flight was ill and needed emergency care upon landing and everything ran very smoothly.

Road Commission: Dave Taylor gave some background on himself and stated that he wants the county to perform maintenance on county roads and will continue to urge the county to do so.

**New Business:**

**1. *Annual Fire Report; Resolution 2009-04; Daniel Scott Emergency Program Manager***

Chief Pat Parker handed out the annual report from the Fire Department and pointed out the highlights to the board including the fact that the Fire Authority went through in 2008. *Since Daniel Scott was not present, Bartlett made a motion to table the discussion and adoption of resolution 2009-04. The motion was seconded by Marrow and carried with Strait in opposition.*

**2. *TCAPS Agreement for Tax Collection***

Bartlett reported that she received a request from Mr. Soma of TCAPS to renegotiate the agreement pertaining to the charge for collection of summer taxes for TCAPS. TCAPS would like the township to sign a three year agreement reducing the collection charge from \$3.72 per parcel to \$2.50 per parcel. If all townships do not agree to this rate, then another entity could be contracted for collecting the taxes. Bartlett said that the 2009 budget already had the reduction in it to accommodate the \$2.50 per parcel. Bartlett asked the board for some direction on the matter. Lile stated that all townships currently collect the same amount. . Lile would like to negotiate with the other entities involved in the contract separately. The board recommended a negotiation to acquire as much as possible. Strait asked what it cost the township to collect the TCAPS taxes. Bartlett did not have that information available. Marrow recommended a possible price between the \$2.50 and the \$3.72. Board Census was to ask for the \$3.72 and see what TCAPS response was.

**3. *Ready To Serve Fire Line – Discussion***

Lile asked for follow up on this matter and subcommittee members stated that they have not received anything other than what has been emailed.

Bartlett said spoke with officials at Blair Township and they charge almost as much as East Bay Township does for ready to serve fire lines. Bartlett stated that East Bay is really in the mid range for prices of ready to serve fire lines.

**4. Land Purchase Compactor Discussion**

Lile stated that he is waiting on the MDEQ in Lansing to give the township a price for the property and would tell everyone involved when he got that price.

**5. Septage Plant Discussion**

Lile said the five townships are currently educating themselves on the history of the plant and when there are more dates for meeting, all boards will be invited to participate in discussions.

**6. Disposal of Office Equipment**

Lile said that the township had three desks, two storage organizers and two small wooden bookshelves to dispose of and needed a motion from the board to dispose of them in the best way possible. Board members agreed to post items on the website and on the bulletin board. *Bartlett moved to allow Lile to find the best way to dispose of the office equipment and M. Courtade seconded. The motion carried without opposition.*

**7. Joint Meeting Township Planning Commission/Township Board of Trustees – Discussion Possible Dates**

Lile and Bartlett will come up with a couple dates and let everyone know. Young commented on the duplication of duties by the Planning Commission and the township board. He suggested that the board consider what zoning decisions can be passed back to the Planning Commission. He gave, as an example, the approval of extensions of land use permits. This topic will be discussed at the joint meeting.

**8. General Fund Bills** – Strait had questions regarding checks numbered 6542, 6563, 6580, 6581 and 6526. Check number 6542 to Glen Lile; Strait questioned the cell phone activation fee. Personal verses township minutes were questioned by Strait and M. Courtade. Phone is for supervisor and extra charges will be paid by the supervisor. ~~He will keep track of personal minutes and township minutes.~~  
Check # 6563 to Traverse Reproductions; Strait questioned the cost of copies for the FOIA request. Checks # 6581 and 6582 to Williams and Works; Strait questioned if the payment to Williams and Works was from the planning and zoning line or from an escrow amount. Treasurer Bartlett stated that it was a combination of both and

