

**WEST TRAVERSE TOWNSHIP
REGULAR BOARD MEETING
DECEMBER 9, 2008**

Supervisor Sandford called the meeting to order at 7:00 p.m.

Roll Call: Bartlett, Baker, Sandford, Hollingsworth, Fisher.

Visitors: Alford LaCount, Jerry Lauer.

Additional Items for the Agenda: Rental update.

Public Comments: None.

Approval of Meeting Minutes: **Hollingsworth made a motion to approve the minutes of the November 11, 2008 meeting as presented. Fisher seconded the motion.**

Vote: New trustees, Bartlett & Baker, abstained since they were not at this meeting. Sandford, Hollingsworth, Fisher all yes.

Correspondence: Correspondence was reviewed.

Clerk's Report: The State House of Representatives has approved early voting.

Treasurer's Report: Winter tax bills were mailed out. All summer tax disbursements have been made. The Township office will be open all day on December 30, 2008 in order to collect taxes.

Planning Commission Report: There was no meeting in November.

Thorne Swift Report: No report.

UPDATES:

Roads: The Road Commission still needs to install the guardrail on Middle Road.

Water System: Work has begun on installing the water tank. The tank company has been asked if they can postpone installation until spring.

Lower Shore Drive: Lower Shore Drive was not monitored in 2008. It should be done in early spring of 2009

Fire Authority: The Fire Authority is in good financial shape.

Proposed: December 9, 2008

Approved: January 13, 2009

Rental Update: The furnaces at the Township hall, Lake St. rental and Thorne Swift were all inspected. The smaller furnace in the Township hall that heats the lower level is in bad shape and needs to be replaced. Options for replacing the furnace will be looked into. The inspector recommended that the water heater at the Lake St. rental should be replaced, but this will be put on hold at this time.

UNFINISHED BUSINESS:

Discussion of Attorney/Client Privilege Memorandum: **Bartlett made a motion to move into closed session in order to discuss the attorney/client privilege memorandum and that Joel Wurster, Township attorney, be included in the closed session discussion. Hollingsworth seconded the motion.**

Roll Call Vote: Fisher – yes, Hollingsworth – yes, Sandford – yes, Baker – yes, Bartlett – yes.

The Township Board went into closed session at 7:30 p.m. They returned at 7:58 p.m.

Bartlett made a motion to return to open session. Hollingsworth seconded the motion.

Vote: All yes.

The Board had the opportunity to discuss the request for ordinance enforcement concerning helicopter landings with attorney Joel Wurster.

Bartlett made a motion to table any action on that request until next month's meeting so that the Board members can continue to ponder the information they had learned tonight. Baker seconded the motion.

Roll Call Vote: Hollingsworth – yes, Sandford – yes, Baker – yes, Bartlett – yes, Fisher – yes.

False Fire Alarm Fees: It was decided to have the Township attorney, Joel Wurster, draft a letter addressed to the two facilities who have failed to pay their false fire alarm fees.

Supervisor Sandford made a motion to ask Township attorney, Joel Wurster, to provide the Board with a draft ordinance for cost recovery somewhat specific to false fire alarms for the Board to review and that they authorize him to do that. Hollingsworth seconded the motion.

Vote: All yes.

NEW BUSINESS:

Proposed: December 9, 2008

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Planner/Zoning Administrator Contract: **Hollingsworth made a motion to extend the Planner/Zoning Administrator Contract through March 31, 2009 and at the end of that time period make any contract fee adjustments retroactive to January 1, 2009. Fisher seconded the motion.**

Vote: All yes.

2009 Appointments: **Hollingsworth made a motion to approve the committee appointments for 2009 as presented and become effective January 1, 2009 unless indicated otherwise. Baker seconded the motion.**

Roll Call Vote: Bartlett – yes, Fisher – yes, Hollingsworth – yes, Sandford – yes, Baker – yes.

2009-10 Budget Schedule: Supervisor Sandford explained the process for making out the budget for 2009-10 and what input he would like from the other Board members.

Postage Machine: **Bartlett made a motion to enter into a rental agreement with Michigan Officeways to rent a postage meter at a rate not to exceed \$50.00 per month for a term not to exceed three years. Fisher seconded the motion.**

Roll Call Vote: Sandford – yes, Baker – yes, Bartlett – yes, Fisher – yes, Hollingsworth – yes.

NEMCOG Training: Various training seminars were presented in case any Board members wanted to attend.

March Board Meeting Date: It was agreed to move the March 2009 meeting date to March 24, 2009 at 7:00 p.m.

Approval of Payables & Payroll: **Baker made a motion to approve the payables as presented. Hollingsworth seconded the motion.**

Vote: All yes.

Public Comments: None.

Board Comments: Hollingsworth had a couple of questions regarding the projection screen and the auditor for 2009. Bartlett had some comments on the Planner/Zoning Administrator's report.

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Adjournment: **Baker made a motion to adjourn. Fisher seconded the motion.**
Vote: All yes.

The next regularly scheduled Board meeting will be January 13, 2009 at 7:00 p.m.

Respectfully Submitted by:

Cynthia Fisher, Clerk

Transcribed by:
Susan Matsko
Township Secretary

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