

**Town Board Meeting  
March 29, 2018, 9:00 am  
Special Town Board Meeting  
Minutes**

1. **Call to Order** by Manigold at 9:00 a.m.
2. **Pledge**
3. **Roll Call** Present: Manigold, Westphal, Bickle, Achorn, Wunsch  
Absent: Sanders, Wahl.  
*Also present: Fred Gilstorff, Peninsula Township Fire Chief and Christina Deeren,  
Director of Zoning*
4. **Approve Agenda**: Wunsch moved to approve the agenda; Bickle seconded.

**Achorn:** requested to add Gordon Hayward's work agreement on the agenda; and Manigold also requested the addition of the Assessing Field Contract which provides for assistance for the assessor in the field.

Wunsch moved to approve the amended agenda; Bickle seconded.

**Pass Unam**

5. **Brief Citizen Comments-for items not on the Agenda**: None
6. **Conflict of Interest**: None
7. **Consent Agenda**: No Action

8. **Business**:

1. **Second Public Hearing for the Fire Department and Millage Request, FY2018-19:**

**Manigold** closed the regular scheduled meeting and opened it up as a Public Hearing; he called for comments: None.

**Manigold** closed Public Hearing and opened up the regular scheduled meeting. Manigold stated that the Board wants to establish the millage for the Fire Department at 2 mils for this fiscal year. **Bickle:** Requested that Fred provide current community millage rates for their Fire Departments; he felt it was important for the Board to know what the millage rates are that are set in other communities.

**Fred Gilstorff:** Fire Chief Gilstorff provided the following information: Acme: 2.55 mils; Blair: 2.5 mils for Fire Department and 1.5 mils for EMS (total 4 mils); East Bay Township: 2.9 mils; Garfield: 2.2 mils; White Water: 1 mil; Peninsula Township: 1.4 mils. This information is found under Special Assessments in the Grand Traverse County website.

**Manigold:** We are currently at 1.4 mils

**Wunsch** moved to increase the Fire millage from 1.4 mils to 2 mils; **Westphal** seconded.  
Roll Call: Bickle – Yes; Manigold – Yes; Westphal – Yes; Achorn – Yes; Wunsch – Yes

**Pass Unam**

2. **Adoption of General Fund Budget, Fire Department Budget, Special Funds Budget, and appropriate resolutions.**

**Bickle:** Clarified that this is the draft budget and is proposing that this budget be adopted as the budget for FY2018-19. It was also suggested that the board accept, as amended, the budget for FY2017-18 found in the “activity column” for that year; this is a reflection of the actual spending that took place. **Manigold:** Asked if there was anyone from the public that would like to comment on the budget? - No comments. He then turned back to the board for comment and approval.

**Wunsch** moved to amend FY2017-2018 budget and adopt the General Fund Budget, Fire Department Budget, and Special Funds Budget and resolutions; **Westphal** seconded.  
Roll Call: Bickle – Yes; Manigold – Yes; Westphal – Yes; Achorn - Yes Wunsch - Yes  
**Pass Unam**

**Achorn:** Requested clarification on what it means by “Special Fund”.

**Bickle:** After the Fire then comes the Police and Parks.

**Achorn:** Suggested that it be corrected to reflect Actual Fund Budget

**Wunsch** moved to revise his motion to amend the FY2017-18 amended budget for the police fund to reflect FY2017-18 budget actual fund budget, and adopt the FY2018-19 draft budget; **Westphal** seconded.  
Roll Call: Manigold – Yes; Bickle – Yes; Wunsch – Yes; Achorn – Yes; Westphal - Yes  
**Pass Unam**

**Wunsch** moved to amend the 2017-18 budget activity and adopt the draft for the Parks budget for FY2018-19 as presented; **Bickle** seconded.  
Roll Call: Westphal -Yes; Achorn – Yes; Wunsch – Yes; Bickle – Yes; Manigold - Yes  
**Pass Unam**

**Wunsch** moved to amend the Pelizzari Natural Area budget so that the FY2017-18 budget reflects the 2017-18 activity, and that we accept the FY2018-19 Pelizzari Natural Area budget as presented; **Bickle** seconded.  
Roll Call: Achorn -Yes; Wunsch – Yes; Bickle – Yes; Manigold – Yes; Westphal - Yes  
**Pass Unam**

**Wunsch** moved to amend the 2017-18 Hessler Log Cabin budget to reflect the FY2017-18 activity and to accept the FY2018-19 draft budget as presented; **Bickle** seconded.  
Roll Call: Manigold -Yes; Westphal – Yes; Achorn – Yes; Wunsch – Yes; Bickle - Yes  
**Pass Unam**

**Wunsch** moved to amend the FY2017-18 Dougherty House budget to reflect the FY2017-2018 fund activity and to accept the FY2018-19 drafted budget as presented; **Bickle** seconded.  
Roll Call: Manigold -Yes; Bickle – Yes; Westphal – Yes; Wunsch – Yes; Achorn - Yes  
**Pass Unam**

**Wunsch** moved to amend the FY2017-18 Roads budget to reflect the FY2017-2018 fund activity and to accept the FY2018-19 drafted budget as presented; **Bickle** seconded.  
Roll Call: Wunsch -Yes; Bickle – Yes; Manigold – Yes; Westphal – Yes; Achorn - Yes  
**Pass Unam**

**Wunsch** moved to amend the FY2017-18 PDR budget to reflect the FY2017-2018 fund activity and to accept the FY2018-19 drafted budget as presented; **Bickle** seconded.

Roll Call: Achorn -Yes; Wunsch – Yes; Bickle – Yes; Manigold – Yes; Westphal - Yes

**Pass Unam**

**Wunsch** moved to amend the FY2017-18 Cable Council Fund budget to reflect the FY2017-2018 fund activity and to accept the FY2018-19 drafted budget as presented; **Bickle** seconded.

Roll Call: Westphal -Yes; Achorn – Yes; Wunsch – Yes; Bickle – Yes; Manigold - Yes

**Pass Unam**

**Wunsch** moved to amend the FY2017-18 Tower Fund budget to reflect the FY2017-2018 fund activity and to accept the FY2018-19 drafted budget as presented; **Bickle** seconded.

Roll Call: Manigold -Yes; Westphal – Yes; Achorn – Yes; Wunsch – Yes; Bickle - Yes

**Pass Unam**

**Wunsch** moved to amend the FY2017-18 Lighthouse budget to reflect the FY2017-2018 fund activity and to accept the FY2018-19 drafted budget as presented; **Bickle** seconded.

Roll Call: Bickle -Yes; Manigold -Yes; Westphal – Yes; Achorn – Yes; Wunsch - Yes

**Pass Unam**

**Wunsch** moved to amend the FY2017-18 Lighthouse Gift Shop budget to reflect the FY2017-2018 fund activity and to accept the FY2018-19 drafted budget as presented; **Bickle** seconded.

Roll Call: Wunsch -Yes; Bickle – Yes; Manigold – Yes; Westphal – Yes; Achorn - Yes

**Pass Unam**

**i. Resolution 2018-03-29#1 to adopt the General Fund Budget for fiscal year 2018-2019 at the department level and to appropriate spending the budgeted money.**

**Bickle** moved to amend FY2017-2018 budget and adopt the drafted General Fund Budget for fiscal year 2018-2019; **Wunsch** seconded.

Roll Call: Achorn -Yes; Wunsch – Yes; Bickle – Yes; Manigold – Yes; Westphal - Yes

**Pass Unam**

**ii. Resolution 2018-03-29#2 to adopt the Fire Department Budget for fiscal year 2018-2019 at the department level and to appropriate spending the budgeted money.**

Manigold moved to amend FY2017-2018 activity budget and adopt the drafted Fire Department Budget for fiscal year 2018-2019; **Bickle** seconded.

Roll Call: Manigold -Yes; Westphal – Yes; Achorn – Yes; Wunsch – Yes; Bickle - Yes

**Pass Unam**

**iii. Resolution 2018-03-29#3 to set the FY2018-2019 millage for the Fire Department at 2.0 mil.**

**Wunsch** moved to approve Resolution 2018-03-29#3; **Westphal** seconded.

Roll Call: Wunsch – Yes; Bickle – Yes, Manigold – Yes; Westphal – Yes; Achorn - Yes

**Pass Unam**

**iv. Resolution 2018-03-29#4 to adopt the Special Fund budget for fiscal year 2018-2019 at the department level and to appropriate spending the budgeted money.**

**Achorn** moved to approve Resolution 2018-03-29#4; **Bickle** seconded.

Roll Call: Bickle – Yes; Manigold – Yes; Westphal – Yes; Achorn - Yes Wunsch - Yes

**Pass Unam**

- v. **Resolution 2018-03-29#5 authorizing the Clerk and Treasurer to pay recurring bills to avoid late charges and/or finance charges, and authorizing the Supervisor to make budget adjustments and authorize bills up to \$1000.00 if necessary.**

**Wunsch** moved to pass Resolution 2018-03-29#5, **Westphal** seconded.

Roll Call: Manigold -Yes; Westphal – Yes; Achorn – Yes; Wunsch – Yes; Bickle - Yes

**Pass Unam**

- vi. **Resolution 2018-03-29#6 authorizing the Treasurer to utilize financial institutions of his choice provided by law.**

**Wunsch** moved to pass Resolution 2018-03-29#6; **Westphal** seconded.

Roll Call: Bickle -Yes; Manigold – Yes; Westphal – Yes; Achorn – Yes; Wunsch - Yes

**Pass Unam**

- vii. **Resolution 2018-03-29#7 authorizing the Treasurer's Office to access On-Line Banking through Traverse City State Bank and Chemical Bank.**

**Achorn:** Need to add and additional bank, Huntington Bank

**Resolution 2018-03-29#7 authorizing the Treasurer's Office to access On-Line Banking through Traverse City State Bank, Chemical Bank, and Huntington Bank.**

**Westphal** moved to pass Resolution 2018-03-29#7 with the addition of Huntington Bank; **Wunsch** seconded.

Roll Call: Wunsch -Yes; Bickle – Yes; Manigold – Yes; Westphal – Yes; Achorn - Yes

**Pass Unam**

- viii. **Resolution 2018-03-29#8 approving the Fiscal Year 2018-2019 Calendar**

**Wunsch** moved to approve Resolution 2018-03-29#8; **Bickle** seconded.

Roll Call: Achorn -Yes; Wunsch – Yes; Bickle – Yes; Manigold – Yes; Westphal - Yes

**Pass Unam**

**Bickle** announced that the Township Board that not take a raise this year.

**Manigold:** Bickle is significantly lower as the Treasurer in salary than the Clerk or Supervisor; this we inherited. To rectify the situation, it was decided to move his salary to same salary as the Supervisor and Clerk. Manigold suggested that Bickle abstain himself from the vote to avoid conflict of interest.. The exact amount of salary increase is \$46,935 from \$44,290.

**Wunsch** moved to increase the Treasurer's salary to \$46,935 and that we maintain the salaries of the other elected officials at the 2017-18 levels; **Westphal** seconded.

Roll Call: Manigold – Yes; Westphal – Yes; Achorn – Yes; Wunsch – Yes; Bickle - Abstained

**Pass Unam**

**ADDITONS TO THE AGENDA:**

**3. Approval of Hayward's agreement extension:**

**Wunsch** moved to extend Gordon Hayward's agreement to two more pay cycles (four weeks);  
**Bickle** seconded.

Roll Call: Westphal -Yes; Achorn – Yes; Wunsch – Yes; Bickle – Yes; Manigold - Yes

**Pass Unam**

**4. Contract for Assessing Field Work:**

**Manigold:** Request for the approval for the Assessing Contract for field work. This is in the budget for 2018-19 and the contract has been approved by the Attorney.

**Bickle** motioned to authorize the Township Supervisor to sign the contract for the engagement of services for the Field Inspector that will be reporting to the Assessor's Office and overseen by the Supervisor; **Wunsch** seconded.

Roll Call: Achorn – Yes; Wunsch – Yes; Bickle – Yes; Manigold – Yes; Westphal - Yes

**Pass Unam**

**9. Citizen Comments:** None

**10. Board Comments:**

**Manigold:** Stated at the last meeting that there was no use of harmful environmental chemicals in the Brining Contract used for road dust control, based on the information sent in the contract. This activity is budgeted annually. The Clerk and Supervisor will sign the contract and return it to the Road Commission. Supervisor just wanted this noted for the record.

**Adjournment:** **Wunsch** moved; **Bickle** seconded.

**Pass Unam**

**Adjournment:** 9:26 a.m.