

**PENINSULA TOWNSHIP BOARD
SPECIAL MEETING
TOWNHALL CONFERENCE ROOM
June 29, 2017**

Meeting called to order at 9:00 a.m.

PRESENT: Manigold, Westphal, Bickle, Wahl, Achorn, Sanders, Wunsch

- 1. Call to Order**
- 2. Pledge**
- 3. Roll Call**
- 4. Public Comments: None**
- 5. Conflict of Interest: None**
- 6. Consent Agenda:** Manigold requested that the Running, Wise, and Ford invoice, relating to the Bluff Road injunction effort, be added to the Invoice List for approval. The amount was for \$11,445.00. Several other consultant fees relating to the project have already been paid, and at least one other invoice is to follow; each bill has/will be at least \$1,000+/each. Achorn informed the Board that she conducted a detailed review of the bills associated with the project, and she believes that the costs were justified. Westphal suggested that in the future, when the Board is approached by a citizen group for financial support in an effort to protect the Peninsula, that a ceiling be set as to the amount of financial support that the Township is providing. It was the consensus of the Board to add the item to the Invoice List for approval.

MOTION Sanders/Bickle to approve amended consent agenda.

Passed Unan

7. BUSINESS

1. Approve contract with Peterson-McGregor & Associates as a full service carrier for casualty, liability, and personnel insurance coverage. The discussion began with Westphal providing a brief synopsis of the review process that preceded this recommendation, including personal interviews of five full service carriers and several independent firms that offer the broad array of insurance that the Township needs. This was a 6 month process, and involved three Board members—Achorn, Bickle, and Westphal. Peterson-McGregor appears to have both the expertise and support staff that would make the Township's insurance needs more streamlined and efficient. Bickle and Achorn shared their favorable impressions of the process and the company.

MOTION: Wahl/Bickle to approve contract with Peterson-McGregor & Associates

Roll Call Vote: Aye-Bickle, Westphal, Manigold, Wahl, Achorn, Sanders, Wunsch

Passed Unan

2. Set procedure and selection guideline for reviewing Fire Chief applicants. Bickle reviewed the application process and distributed packets containing the resumes of 28 prospective Fire Chiefs. He proposed that a specific date each week be set aside for a special Town Board meeting so that the Board can move through the selection process for Fire Chief fairly rapidly, but still thoroughly. It was decided that the first special Town Board meeting be set for Monday, July 3 at 9:00 am. The Board was charged with reviewing the 28 applicants and rate them numerically: 1-28. A copy of the job description that was published, along with a list of characteristics that are thought to be valuable traits in a Fire Chief.

8. **Citizen Comments** – Brent Strom, Union Representative for the Fire Fighters, asked what the projected starting date for hiring the Fire Chief was. Bickle replied “as soon as possible”. Strom then asked if the public can get a list of applicants. Bickle said Steve

Schwartz, our lawyer for union negotiations, is being consulted on that matter. It may behoove the Township to keep the candidate list confidential until a short list of applicants is developed for interviewing.

9. **Board Comments** – Wunsch announced that both he and Sanders recently completed the Citizen Planner course. Sanders stated that she thought the course was worthwhile. The course is offered by MSU Extension and costs \$275.00/person for enrollment.

10. Adjournment

MOTION: Wahl/Bickle to adjourn at 10:00 a.m.

Passed Unan

These minutes stand to be approved at the next regular Town Board meeting.

Respectfully Submitted,

Joanne M. Westphal
Peninsula Township Clerk