

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

www.peninsulatownship.com

Township Board Special Meeting

Township Conference Room

October 21, 2019, 3:00 p.m.

Meeting Minutes

1. **Call to Order** by Supervisor Manigold at 3:00 p.m.
2. **Pledge**
3. **Roll Call**

Present: Manigold, Achorn, Bickle, Chown, Sanger

Absent: Wunsch, Wahl

Also present: Fire Chief Fred Gilstorff

4. **Brief Citizen Comments (for agenda items only)**

Robert Eckstein, 248 Peninsula Hills Dr.: Consent item number three, the letter from Lois Byrne, pertains to traffic issues on the peninsula. There has been a lot of communication on the Next Door website about speeding. We live off of Peninsula Drive. We are concerned about the traffic speeds, which exceed the speed limits. Concerned with the traffic speeds with the bicyclist and foot traffic on this road. Also concerned about the speeds on Bluff Rd., East Shore, and Center Rd. Would like to see some control over the speeding issues and some consideration of the drivers coming and going off the peninsula. [Gave examples of what he experiences while traveling the roadways.]

Chown: For clarification, the letter from Lois Byrne was on the consent agenda for the September 10 meeting, but the consent agenda was accidentally not approved, so it was added to this agenda for approval.

Mainogld: In the '30s, all the townships gave the roads to the county and we have to deal with the county road commission, which is the authority. You could speak to the deputy and have sting cars come out and conduct traffic control measures. The things that have been implemented in the past few years are the speed limit surveys. We can ask the officer to pull those and conduct a traffic speed study of the average rates of speeds. Every time we've tried to change the speed limits, it goes to the state police, and if there haven't been any fatalities, then they don't foresee an issue.

Loren and Nancy Wolf, 6113 Edmar Dr.: We are in an area that is 25 miles an hour and then they increase the speed limits if everyone drives faster. Concerned about the speeding that occurs on these roads.

Open discussion between board and residents in attendance.

5. **Approve Agenda**

Chown: Handed out additional information to be added to the consent agenda as items 9, 10, and 11.

Moved by Bickle to approve the agenda as amended, seconded by Chown.

Pass unan

6. Conflict of Interest: None

7. Consent Agenda: any member of the board, staff, or the public may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for full discussion

1. Invoices (recommend approval)
2. Request to add Nicholas Burkett to part-time staff of Peninsula Township Fire Department (recommend approval)
3. Retroactively approve consent agenda from September 10, 2019, regular township board meeting as listed below:

1. Invoices (recommend approval)
2. Reports
 - A. Fire department report for August 2019
 - B. Ordinance enforcement report for January–July 2019
3. Correspondence:
 - A. Bruce A. Fisher and Julie Adams
 - B. Lois Byrne
 - C. Follow-up from Charter Communications regarding Peninsula Township’s request to remove lines from Consumer Energy poles
 - D. Letters from township residents regarding the DNR Waterways Grant, Kelley Park, and the Haserot Beach boat launch and parking lot improvement project
4. Award from the 2019 DTE Energy Foundation Tree Planting Grant Program (recommend approval)
5. Request from the Friends of Peninsula Community Library to use Charlie Doe’s sign to announce the annual book sale to be held at the new library September 18–28 and to post their banner at fire station #2 (recommend approval)
6. Minutes from August 27, 2019, township board meeting (recommend approval)
7. Request to reappoint Isaiah Wunsch as the township board representative to the planning commission for a one-year term to end August 2020 (recommend approval)
8. Re-appoint Wunsch to the planning commission and Wahl to the zoning board of appeals until December 2019.
9. Letter from Deeren asking to use the Charlie Doe sign to publicize the November 4 public educational session for lakeshore property owners
10. Old Mission Peninsula Historical Society request to measure for shutters for the lighthouse
11. Amendment to Peninsula Township Parks Committee resolution clarifying terms of parks committee members

Moved by Chown to approve the consent agenda as amended, seconded by Bickle.

Roll call: Passed unan

8. Business

1. Discussion of three bids to purchase an emergency generator for fire station 2 (Gilstorff)

Gilstorff: This is the process to install an emergency generator now that this station is staffed full time. Asked for turnkey bids to be submitted with hook-up and permit fees to be included in the bid. Marge recommended getting a third bid. Northern County Power is the recommended bid. Looking for a budget amendment to cover the cost of the generator. The generator will be the same size as the Briggs and Stranton Generac. Both were 20K, which is sufficient size to operate all the items necessary to keep things running.

Sanger: Familiar with this product and has used North Country Generac.

Gilstorff: This will also help the ISO ratings for the Peninsula Township residents.

Achorn: We have two of these items at home.

Chown: How long will this generator last?

Gilstorff: Probably 15 to 20 years. Maybe longer, depending on use.

Achorn: I recommend Generac because this product is certified.

Moved by Bickle to approve spending eight thousand, two hundred and fifty four dollars and eighty-seven cents (\$8,254.87) for fire station No. 2 budget not to exceed ten thousand dollars (\$10,000.00), seconded by Sanger.

Roll call:

Passed unan

Moved by Bickle to give consideration to increase budget line item 206-000-970 by ten thousand dollars (\$10,000.00) to incorporate this acquisition of this generator as a capital outlay for fire department station No. 2, seconded by Sanger.

Roll call:

Passed unan

2. Annual performance evaluation and future contract for Peninsula Township Fire Chief Fred Gilstorff (possible closed session)

Manigold: We have Fred's evaluation and contract before us, and Fred has the option to have this done in a closed session or an open meeting.

Gilstorff: The evaluation can be done in the open session, but I would prefer closed session for the contract portion of the discussion.

Manigold: Agreed.

Gilstorff: My comments are stated in the evaluation.

Manigold: These are goals achieved and on-going.

Chown: How many command officers are there? How does this structure work within the department?

Gilstorff: When I began with the township, there was only Randy as interim chief and there were no other officers serving under him. Part of the union contract was to create a shift manager for each shift. So when I'm absent, there is still someone overseeing the department for safety and efficiency.

Bickle: Overall, the chief has done a very thorough job in each of these categories. He has basically framed what he has done that supports each of these positions. I went through it and found it to be satisfactory.

Manigold: I think you have lived up to the contract sufficiently and have gone above.

Chown: Where does the first ALS unit reside?

Gilstorff: Station no. 2, the reason being the population at the south end where more of the run

volume streams from. However, we do have station no. 1 staffed as well as we are still achieving a rapid response time.

Sanger: Are goals part of the chief's contract in terms of the items on page 2?

Manigold: [Outlined the terms of the contract and conditions and goals.] The contract expires in December.

Bickle: [Detailed each item and the deliveries of each of the items.] This is beyond the terms of the contract.

Sanger: Updating the apparatus is a big success, and nothing in this gives you credit for that.

Manigold: The chief and Paula [Kelley] have put together a spreadsheet outlining the next ten-year plan with upgrades to the buildings and also the truck replacements/apparatus along with adding additional staff.

Sanger: Why are all of the chief's accomplishments not detailed in the evaluation?

Gilstorff: I did not add them.

Chown: Dave, please add them to the last page.

Sanger: [Outlined how the additions and upgrades of the apparatuses and the goals achieved are on-going with the completion of the chief's bachelor's degree in addition to the rest of these accomplishments.]

Chown: Congratulations, Fred. That's a huge accomplishment.

Bickle: The additions need to be incorporated into this evaluation.

Chown: Yes, please add these items. Is "staff and command" a degree as well?

Gilstorff: It is a certificate from Eastern University. I accomplished this before you became clerk. [Outlined the details of the certificate and the time of instruction and details of the courses.]

Sanger: I compliment you on your public relation skills within the department and on social media that you engage in. I feel this should be added to the evaluation as well.

Manigold: I want to compliment Fred on his abilities to work with the supervisor and treasurer during the union negotiations. The contracts that were created from that were satisfactory to all parties.

Chown: What will the proposed future external training entail and accomplish?

Gilstorff: [Outlined training details and methods for improving skills with different instructors throughout the country and the goals of gaining knowledge through these training sessions. Spoke of officers and the different types of training they each have and training courses that will help improve staff.]

Open board dialogue on the apparatus and inspection time frames and the new fire station.

Achorn: In the beginning, you came in over and over until you understood the budget process, which was also impressive.

Manigold: There is a positive community response.

Chown: I've received a lot of correspondence from many residents complimenting the department. The township trusts the fire department.

Achorn: [Spoke of her experience with the department staff and the professionalism she experienced.]

All the board members spoke of Gilstorff's professionalism and conduct.

Manigold: After we come out of closed session, a motion will need to be made in order for the attorney to draft a new contract. I feel the chief is asking way too little but will respect his request.

Moved by Sanger to go into closed session to negotiate for the contract, seconded by Chown.

Roll call: Passed unan

Moved by Sanger to have counsel meet with Chief Gilstorff on Tuesday, October 22, 2019, to work on a new contract for the chief to be effective December 2019, seconded by Bickle.

Roll call: Passed unan

9. Citizen Comments

Nancy R. Heller, 3091 Bluewater Rd.: Would encourage the board to meet with the parks committee as soon as possible. Have you met yet?

Manigold: Flyer went out to find out when they would be available to meet with Becky, Brad, and me.

Heller: Will there be upgrades to ALS and the equipment of the second ambulance?

Gilstorff: We have detailed plans to upgrade the second truck.

10. Board Comments

Bickle: The clerk and I had a conversation about the survey and the cards that are out. Residents are questioning if it is the township putting out the survey and looking for something to be put on the website encouraging them to participate, as the last survey was in 2006.

Chown: It's been posted on the website, and Jane is going to put an article in the Gazette.

Jane Boursaw: I posted the information this morning.

Chown: Thank you, Jane.

[Open conversation regarding the survey and contact information for EPIC. Also talked about an error message at the end of the survey some residents are receiving and to call Epic if that happens.]

11. Adjournment

Moved by Bickle to adjourn, seconded by Sanger.

Passed unan

Final adjournment: 4:43 p.m.