

**Homestead Township Board of Trustees**  
**Regular Meeting**  
**Homestead Township Hall**  
**11508 Honor Highway**  
**Honor, MI 49640**  
**February 2, 2009 at 7:00P.M.**

A regular meeting of the Homestead Township Board was called to order at 7:00 p.m., by Chair, Cathy Demitroff.

Present: Cathy Demitroff, Shelley Rosa, Mary Geetings, Matt Miller and Carol Moore.

Also present: Bob Rosa, Frank Walterhouse, Edna Beechraft, Dan Moore, Bill Hutchins, Rod Moore, Todd Warren, Jim Demitroff, Andy Loveland, and Rodzik.

The entire audience participated in the Pledge of Allegiance.

**APPROVE AGENDA** : Motion by Rosa to approve the agenda, with the addition of Board of Review Secretary, under " New Business". Support Miller. All Ayes. Motion Carried.

**APPROVAL OF MINUTES** : Motion by Miller to accept the January 5 th minutes as presented. Support Rosa. All Ayes. Motion Carried.

**TREASURER'S REPORT** : Motion by Miller, support Moore to accept the Treasurer's Report as presented. All Ayes. Motion Carried.

**CLERK'S REPORT** : Motion by Miller, support Moore to accept the Clerk's Reports as presented. All Ayes. Motion Carried.

**ZONING REPORT-** Motion by Miller, support Rosa to accept the Zoning Administrator's Report as presented. All Ayes. Motion Carried .

**SUPERVISOR'S REPORT:** Motion by Rosa, support Miller to accept the Supervisor's Report as presented. All Ayes. Motion Carried.

**APPROVAL OF BILLS :**

**General Fund** - Motion by Rosa, support Miller to pay the General Fund Bills. Roll Call. All Ayes. Motion Carried.

**Fire Millage** - Motion by Miller, support Moore to pay the Fire Department Bills. Roll Call. All Ayes. Motion Carried.

**CORRESPONDENCE:** Traverse City Children's Theatre

Kathy Ralston - Benzie County Intergovernmental Communication and Cooperation Committee (ICC) . Invitation to County Summit on February 21, 2009 - PRA Hall.

Benzie County Board of Commissioners - Joint Commission Meeting Re: Benzie County Planning and Zoning.

Notice of Public Hearing Homestead / Inland Township - 7:00 p.m., February 17, 2009.

Homestead / Inland Planning Commission Meeting Dates.

**PUBLIC IN-PUT:**

Kathy Ralston - Intergovernmental Communication and Cooperation Committee (ICC) Chair, read the mission of the ICC, and extended an invitation to the board for the Summit on Intergovernmental Cooperation to be held February 21, 2009 and the PRA Hall.

Todd Warren - Ryan Road - Would like the use of the Hall on Sunday, March 1 st for a Sledding Party Fund Raiser for the Skate Park .

John Ufer - When is Dump Day?

Edna Beechraft - Indian Hill Rd. - Do we want a Park Manager, or a Maintenance Man? I am assuming you will act on this tonight.

**Public In-Put Closed:**

**Skate Park** - Motion by Rosa to allow the Skate Park Committee to use the Twp Hall free of charge on Sunday March 1 st from 1:00 to 4:00 p.m. for a Sledding Party to benefit the Skate Park.. Support Demitroff. All Ayes. Motion Carried.

**Bill Hutchins - Coordinator for the Community Emergency Response Team (CERT)** . Looking for financial support from the board, as well as township members to become involved in the CERT Program.

Training Cost per person is \$245.00. One Hundred and Forth Two Dollars (142.00) of the cost has already been covered. Motion by Miller to set aside fifteen hundred dollars (\$1,500.00) to train members of Homestead Township for CERT. Support Moore. Roll Call. All Ayes. Motion Carried.

**NEW BUSINESS:**

**Park Advisory Committee Appointments** - Letter of consideration from Katrina Smith, Pam Laing and Bob Rosa, were presented to the board. Motion by Geetings to increase the Park and Rec Committee board members to 7 and appoint Katrina Smith, Pam Laing, Bob Rosa, Don Crossman, along with Todd Warren and Dennis Rokicki, (already board members). The seventh member will be the Park Manager, or the Park Maintenance Person. Support Rosa. All Ayes. Motion Carried.

**Budget and Wage Resolution Draft:** The board will review all the DRAFT budget proposed to the board, and will address in March.

**Wages.** Resolution by Rosa to keep the wages the same with no increase for the Clerk for 2009/ 2010. Support Miller. Roll Call. All Ayes. Motion Carried.

Resolution by Rosa to keep the wages the same with no increase for the Supervisor for 2009/ 2010. Support Miller. Roll Call. All Ayes. Motion Carried.

Resolution by Demitroff to keep the wages the same with no increase for the Treasurer for 2009/ 2010, except for the summer taxes, which are calculated by parcel. Support Moore. Roll Call. All Ayes. Motion Carried.

Motion by Rosa, Support Miller, to increase the Board of Review wages to \$40.00 for a half day, and \$80.00 for a full day. Roll Call. All Ayes. Motion Carried.

Motion by Rosa to adopt the pay schedule as presented, other than the Bd of Review, with no increases. Support Geetings. Roll Call. All Ayes. Motion Carried.

**Park Manager Job Description:** A Park Manager, or a Maintenance Person should be hired by April 1, 2009. After the workshop meeting on February 16, they will review the Job Descriptions, and re-evaluate at the March meeting.

**Freedom of Information:** - A Coordinator, an approval of three forms, and expense cost for FOIA information need to be addressed.

Motion by Rosa to adopt the FOIA Request Form, the FOIA Extend Form and the FOIA Denial Forms, that were presented before the board. Support Moore. All Ayes. Motion Carried.

Motion by Demitroff to make the Clerk the FOIA Coordinator. Support Miller. All Ayes. Motion Carried.

Motion by Miller, support Moore, to charge 5cents per copy, 10 cents per envelope and the cost of the stamp, if the information is being mailed. All Ayes. Motion Carried.

**Northern Greenlawn Bid:** - They did our Fertilizing for the summer of 2008, and has submitted a bid for this summer (2009) . Motion by Miller to run an ad in the Record Patriot along with the square footage of the ball field for fertilization for the 2009 summer. The ad will run for 2 weeks in March. Support Moore. All Ayes. Motion Carried.

**Board of Review Secretary** - In Cathy's absence, the Board of Review will need to hire a secretary. Motion by Demitroff to hire Deb Donley as acting Secretary for the Board of Review in March, at her Deputy Pay of \$10.00 per hour. Support Rosa. Roll Call. All Ayes. Motion Carried.

#### **OLD BUSINESS:**

**Covey Road** - The Road Commission submitted two bids regarding the paving and tar and chipping of Covey Road. The cost to Pave the road is \$144,711.76, and the cost to Tar and Chip would be \$120,165.06. Nothing further will take place at this time.

**Land Division Ordinance:** Motion by Geetings to rescind the Adoption of the Land Division Ordinance from January. Support Rosa. All Ayes. Motion Carried.

By Resolution from Miller to adopt the amended Homestead Township Land Division Ordinance approved by the township's Attorney. Support Moore. All Ayes. Motion Carried.

**Fire Department:** - 8 Runs for January.

Three applications from Fire men, have been submitted with recommendation from the Fire Department. Motion by Demitroff to approve with recommendation from the Fire Dept Board to hire Allan Zirkel, Shane Gonyon, and Calvin Garber to the Fire Department. Support Miller. All Ayes. Motion Carried.

Motion by Rosa to accept the resignation from Chris Thompson from the Fire Dept. Support Miller. All Ayes. Motion Carried.

**Fire Contracts:** Platte Township's contract for full fire protection will be \$21,427.00 dollars. Motion by Rosa to send Platte Township the Fire Contract for the amount of Twenty One Thousand, four Hundred Twenty Seven dollars (\$21, 427.00). Support Demitroff. All Ayes. Motion Carried.

Inland Twp will receive 2 contracts. One for full fire Coverage of \$59,838.00 and one contract for ½ of the township coverage for the cost of \$21,427.00. Motion by Rosa to send both contracts to Inland Township. One for the amount of Fifty Nine Thousand eight Hundred Thirty Eight dollars (\$59,838.00) for Full coverage, and one for Twenty One Thousand Four Hundred Twenty Seven dollars for ½ coverage \$21,427.00). All Ayes. Motion Carried.

Jim Muchler - Fire Dept Maintenance person will not be paid for the months of Dec, Jan, and Feb, as he is out of town.

The firemen would like to use the Township hall for 5 Sundays in March, for their Pancake Breakfast fund-raiser. March 1 st , 8 th , 15 th , 22 nd , and the 29 th .

Motion by Miller to allow the Fire Dept the use of the Twp Hall for 5 Sundays in March for their Pancake Breakfast fund raiser. Support Moore. Discussion: Will the Firemen's Auxiliary Account be in place, before the first breakfast? Chief Walterhouse "Yes" . All Ayes. Motion Carried.

**Joint Planning:** - Public Hearing to the Residents of Homestead and Inland Township will be February 17 at 7:00 p.m. at the Homestead Twp Hall.

Money needs to be transferred into the Joint Planning Account. Motion by Rosa to transfer \$6,507.00 into the JPC Account. Support Miller. All Ayes. Motion Carried.

**PUBLIC IN-PUT:**

Dennis Rodzik - Honor. Why does the Township continue to carry a \$200,000.00 Dollars surplus?

Bill Hutchins - Honor - Extends an invite to all board member to join and become trained on the CERT program.

Edna Beecraft - Indian Hill Rd - I somewhat agree with the large surplus, but the board needs to use good discretion when spending. I also commend the board for not taking a wage increase, with these economical times as they are. Thank you. I truly appreciate that.

Frank Pelky - Save the surplus, because of the inconsistency of the economy.

Bob Rosa - I would like to donate my per diem from the Park Committee to the Skate Park Committee.

Adjourn: Motion by Miller to adjourn at 8:50 p.m. Support Rosa. All Ayes. Motion Carried.

Respectfully submitted

Mary Geetings, Clerk Shelley Rosa - Acting Chair - March 3 rd Meeting