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**Bear Creek Township Special Board Meeting
February 15, 2023**

Called to order at 1:30 p.m.

Roll Call: Keiser, Hoffman, Golding, Urman, Radatovich

Potential Property Acquisition

Motion by Urman that the township board go into closed session to consider the purchase of real property [MCL 15.268(d)]. 2nd by Radatovich.

Roll Call: Keiser, Hoffman, Urman, Golding, Radatovich

Yes: Keiser, Hoffman, Urman, Golding, Radatovich

Time: 1:30pm

Passed

Motion by Hoffman to come out of closed session. 2nd by Radatovich.

Roll Call: Hoffman, Urman, Golding, Radatovich, Keiser

Yes: Hoffman, Urman, Golding, Radatovich, Keiser

Time: 1:46pm

Passed

Motion by Urman that the township board approve the purchase agreement as presented, for the property located at 3907 Hiawatha Trail, and that the supervisor and clerk are authorized and directed to sign this agreement on behalf of the township. 2nd by Golding.

Passed

Click Rd Fire Station

Fred Campbell shared that they worked with the health department regarding the preliminary septic review. The one year review expired in January, so we will reapply once we have the location set in stone. Campbell suggested adding a treelined buffer between the property and the existing homes. He noted that we also have temporary electric to the property, to be used for construction. Regarding the screening, he asked if the board would consider a fence or if landscaped screening would be better. Keiser would like to see natural landscaping. Campbell noted that this will supplement the trees that are already in place. Radatovich noted that there will not be a heavy amount of cars there often.

Campbell also suggested moving the driveway on River Rd so that it doesn't come across to a house. He asked if the township would like him to pursue access over the railroad. Keiser noted that we couldn't pursue anything with the railroad until we had an engineered plan. This would be an emergency access only. Campbell will pursue the railroad crossing. He asked if we would want to reverse/mirror the building; the board does not want to consider that option.

Campbell noted that he would like to pull the building further to the south, in order to work with existing topography. Al Welsheimer noted that if we were to do that, it would also pull the parking further away from the homes. In regards to the fire tank, it will be about 8-10ft in diameter. Keiser would like to see a bigger diameter if it meant a shorter tank. He also wants to make sure we save room for future expansion if needed. Campbell explained that if the building moved to the south, the septic fields could go in the north, where there is a lower water table. It will also be more cost effective to build this way, to work with the topography.

Keiser asked which sides would be considered the front yard setback with zoning. Is this considered a corner lot? Campbell noted that from a design standpoint, the north entrance will be the main entrance. There will not be visitors to the west. In regards to drainage, Campbell noted that the water is going to collect on the asphalt parking and building and gravity would naturally take it to the northeast, which is why he would like to have the drainage basin there. There is a 75ft radius around the well. Serenity Dankert asked if the oil separator will need to be relocated. Campbell confirmed that it would. Campbell suggested brining in 1.5ft of fill and making the grade 688.5, which would give him about 5ft to stay out of the water table (which is at 683).

Campbell reviewed the floor plans. The table and chair storage is adequate and can be bumped out another 2ft if needed. The current plan is for chairs stacked 15 high. The two fire offices are 10x12ft. The clerk's office has a window and can be expanded to the back if we eliminate the cabinets. The bathrooms no longer need a door off the fire side. There will be a unisex locker room. In regards to the kitchen, there will be a partition splitting the kitchen between the meeting room and fire side. There was a discussion regarding which appliances should be on either side. Keiser suggested a pocket door, to which Campbell responded that you cannot use pocket doors in this setting due to the code. Urman would like to see a larger kitchen. Dankert suggested a fridge to keep food cold for the meeting room, since they won't be able to prepare food on that side. Keiser suggested a separate kitchen for the fire department. Radatovich feels it is unnecessary to build two kitchens. Welsheimer noted that we are trying to avoid having to put in a commercial stove. There would only need to be a residential stove on the fire side. On the meeting hall side could be a sink, fridge, and counter space, with outlets for crockpots. Dankert suggested pushing the kitchen out into the lounge area a bit. Campbell will move the kitchen wall back where it was into the lounge area. Dankert summarized the appliance discussion: the fire side will have a stove, fridge, sink, and microwave. The meeting side will have a fridge, sink, microwave and prep area. Urman feels we need a stove on both sides. Welsheimer noted that if people are renting it, we would have to have a commercial kitchen with an ancile system (if we did a stove).

Campbell discussed the exercise area. There is approximately 200sq ft of space for three devices. To the left of the room is a storage room we created for the gear side. The gear room will have the washer and dryer and access to the storage room. Campbell noted that they removed the posts from the meeting room, but there is a column in the exercise room. It will leave a corner space to tuck in weights, exercise balls, etc. On the apparatus side, Campbell discussed the fire suppression room and the tank. Dankert does not want the fire pump controller underground. Keiser agrees that it should be inside. Welsheimer suggested a concrete tank over fiberglass. Keiser asked how many gallons; Campbell estimated 10,800-12,000. Campbell discussed the fire equipment that would go in each bay. This is all equipment we have currently with the exception of the ladder truck. There will be about 8ft between trucks, which will leave about 3ft between when the doors are open.

Regarding the mezzanine, Campbell moved the electrical and mechanical room to the outside wall. He asked if we wanted a separate IT/server room. He can move it to the mezzanine to add more room for clerk's storage and table/chair storage. Campbell was thinking of doing a pipe railing for the mezzanine with a 6-8ft gate for the fire department. Keiser would like to see a solid knee wall. The two ends would go all the way up, the middle would be the knee wall, with the exception of the gate for the fire department. The mezzanine will need to be built with storage in mind (for load).

Regarding the trench drains, there will need to be a manhole to clean out the sand from the trucks. Keiser would like to see a foot wide trench drain. Campbell reviewed the details of the under-carriage wash. There will be some equipment that comes with that, in order to heat and pressurize the water. Welsheimer noted that this can be a simple, manual, underbody wash. Campbell would like to use surface mounting, and the truck would drive over it. Keiser would like to see it inside the drain instead, so that people do not trip over it when the truck isn't pulled in. Currently, the underbody wash is about 3ft inside one of the bays across the front door.

Regarding the apparatus bay, Campbell asked how far the in floor heat should go. Keiser would like to see the concrete go out 20-25ft and then 4ft of the heated apron. Welsheimer noted that the main doors should be heated as well. Urman added the sidewalks as well.

Campbell asked about the open coat closet. Dankert suggested hooks for coats as well.

Campbell explained that it would cost \$6,000-7,000 to get the calculations for the pre-engineered metal building. We can budget more accurately with these calculations/reactions.

Urman would like to see a bigger, more expansive kitchen. Campbell explained that the reason you would need a commercial kitchen is because we don't know what food people would be preparing and if there is grease. Radatovich noted that the board needs to discuss what types of events we would rent for and how much of the kitchen access we feel is appropriate. In addition, if there is a larger kitchen, we could rent the hall for more than if it was just a small preparation space. Ultimately it depends what the goal of this rental room is going to be. Dankert noted that a wall stove is an option.

Urman asked if there was enough parking based on zoning. Campbell noted that zoning requires 43 and we have 47 provided.

Campbell reviewed the proposed sketches of the building, one with smaller and one with larger windows in the meeting room. Dankert noted that we cannot have a 2ft overhang, as it becomes a "canopy" in terms of a metal building. She will discuss this with the metal building company. She noted that last meeting, we discussed a 5x12 pitch. The board likes the look of the larger window. Keiser suggested putting in landscaping or an island to restrict the flow so that voters won't try to exit out the fire side. In addition, he thinks we should have closer to 60 parking spaces. Radatovich thinks we should pursue stone along the front of the building. Dankert will price that out as an alternate.

Hoffman asked what the cost of the building would be. Dankert does not know yet.

Radatovich asked if we are still on track for May. Dankert confirmed.

Welsheimer and Campbell discussed which utilities would come down the columns.

Urman looked at the zoning ordinance and believes 65 parking spaces may be required. Campbell will double check. He noted that the codes are a minimum.

Dankert asked who we would like to use for the antenna and alarm system. Welsheimer suggested Tele-Rad and Grand Traverse Mobile.

Keiser suggested a painted epoxy floor for the fire hall, tile for the middle section, and floor tiles/carpet squares for the meeting hall. Radatovich suggested adding a chair rail in the meeting room.

Urman asked about a flat roof on the fire hall side. Campbell noted that it would change the entire plan. Dankert affirmed that the metal building is the best way to build this.

Motion by Hoffman to spend up to \$7,000 to get the engineering for the metal building reactions. 2nd by Golding.

Passed

Campbell and Dankert will prepare to meet with the board again on April 5th at 6pm.

23/24 Budget

Radatovich reviewed proposed changes made to the general budget. Next budget year, Urman would like to review and level out the retirement benefits.

Keiser reviewed the sewer budget, both revenues and expenses. We will need to add to the budget for some construction expenses for sewer.

Keiser shared the fire budget, both revenues and expenses. This year, Resort's SEV value is the same as Bear Creek's.

Radatovich asked if Resort was interested in allowing Bear Creek to buy out the other half of the deputy fire chief vehicle. They are on board with that, and Bryan is going to get an estimate from Krings.

Radatovich brought up the possibility of hiring an assessor assistant for Keiser. Keiser shared that there is a fireman who is interested in becoming an assessor. He would need to go to school starting in April to get his level 2 license, and then from there would work to get his level 3. He is a jack of all trades. Radatovich would like to see this move forward, as this would be good for the township in the long run.

The board will have an employee meeting on Thursday, February 23rd and will meet with this fireman afterwards.

Request from the Floor/Discussion: None

Other Business: None

Adjournment: 4:42p.m.

Respectfully submitted,

Emma Radatovich

Emma Radatovich, Bear Creek Township Clerk