Supervisor Vance Bates called the meeting of the Almira Township Board to order at 5:03 p.m. at the Almira Township Fire & EMS Facility.

Supervisor led the Pledge to the Flag.

Supervisor called for roll call. Members present were: Mary Dort, Diana Nolan, Vance Bates, Dawn Campeau and Kirt Giddis.

**Additions/Deletions to Meeting Agenda by Board and Citizens:** Under Old Business add Item B. Fiscal Year 2011/2012 Audit

**Approval of Meeting Agenda:** *Motion by* Nolan, and supported by Campeau, to approve the meeting agenda as amended. All ayes, motion passed.

**Approval of Consent Agenda:** *Motion by* Campeau, and supported by Giddis, to approve the consent agenda as amended:

1. Approve minutes of Regular Board meeting dated October 8, 2012 and Special Board meeting minutes dated October 29, 2012.
2. Budget amendments for the month of November 2012: None
3. Approve payment of check #’s 33828– 33955. See check registers included in packet. Bills are available for examination upon request.
4. Receive and File the following reports:

Benzie County Commissioners: Included in Packet

Assessor: Included in Packet

Zoning Administrator: No Report

Recreational Resources Committee: Included in Packet

Fire & EMS Department: Added at meeting

Planning Commission: No Report

Veterans Memorial Committee: No Report

1. Miscellaneous: None.
2. Receive and file the following correspondence:

Lake Ann Village Council Draft Meeting Minutes dated 9-11-12; 10-9-12

Benzie County Road Commission meeting minutes dated 9-13-12; 9-28-12

Benzie County Road Commission letter dated 10-22-12 regarding Sanford Lake Area Speed Study

The Par-Plan News dated October 2012

All ayes, motion passed.

**Treasurer’s Report:** *Motion* by Bates, and supported by Nolan, to receive and file the Treasurer’s report. All ayes, motion passed. Copy will be filed in the Clerk’s office. Discussion took place regarding Fire & EMS Department funds raised. *Motion by* Nolan, and supported by Campeau, to authorize dispersing of the committed donations from the Fire & EMS funds to the Almira Township Fire & EMS Association. All ayes, motion passed.

**Brief Public Input:**

Shirley Ransom thanked the Board and Fire & EMS Department for their work.

Fire & EMS Chief Jay Morse discussed 3D aerial pictures that are being taken of the township and that these will be free of charge to the township.

**Guests:**  None

**Old Business:**

1. **Lakefront Park:** Trustee Nolan announced that the Lakefront Park was opened and is now closed for the winter. The DEQ application has not been approved yet but that an onsite inspection was done by the DEQ on 10-31-12.
2. **Fiscal Year 2011-2012 Audit:** Updated draft copies were presented at the meeting, reviewed and corrections will be sent back to the auditor with instructions that this should be filed with the State as corrected.

**New Business:**

1. **Maintenance Office Mold Problems:** Supervisor Bates explained the situation. The bids were reviewed and discussed. *Motion by* Bates, and supported by Campeau, to accept the bid from Mold Matters in the amount of $2,086.00, for remediation of mold in the maintenance building office with the maintenance person to find size and prices of dehumidifiers. Ayes: Bates, Nolan, Campeau and Dort. Nays: Giddis, motion passed.
2. **Fire & EMS SCBA Flow Testing:** Assistant Chief Steve Adams presented information. Discussion took place regarding annual contract versus a 3-year contract; paying travel expenses versus not paying travel expenses. *Motion by* Bates, and supported by Giddis, to approve the three (3) year agreement with Argus-Hazco, from Grand Rapids, for flow testing of the SCBAs and RIT Pack with the Supervisor to sign for $45 per unit and no travel expenses. All ayes, motion passed.
3. **Surplus Library Equipment:** A list of surplus equipment from the library was presented. *Motion by* Nolan, and supported by Campeau, to declare the equipment as surplus and to donate it to Goodwill Industries. Discussion took place. All ayes, motion passed.

**Extended Public Input:** None

**Board Comments:**

Treasurer Campeau thanked Trustees Giddis and Nolan, and Clerk Dort for being on the Board and other committees over the years.

Trustee Giddis thanked the citizens for allowing him to serve on the Board. He also congratulated and welcomed the new Board along with thanking the outgoing Board.

Clerk Dort thanked everyone also.

Trustee Nolan stated that she had a great time serving and wished good luck to the new Board.

**Adjourn:** There being no other business the Supervisor adjourned the meeting at 6:20 p.m.

Mary Dort

Almira Township Clerk