Supervisor Mark Roper called the meeting of the Almira Township Board to order at 7:02 p.m. at the Almira Township Fire & EMS Facility.

Supervisor led the Pledge to the Flag.

Supervisor called for roll call. Members present were: Mark Roper, Mandy Gray Rineer, Tammy Clous, Matt Therrien, and Ann Beaujean.

**Additions/Deletions to Meeting Agenda by Board and Citizens:** New Business F. Village Road Request

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

**Approval of Consent Agenda:** *Motion by* Therrien and supported by Beaujean, to approve the consent agenda:

1. Approve regular Board meeting minutes dated December 9, 2013.
2. BUDGET AMENDMENTS FOR THE MONTH OF December 2013: None

1. APPROVE PAYMENT OF CHECKS #’s 349857 – 35008. SEE CHECK REGISTERS INCLUDED IN PACKET. BILLS AVAILABLE FOR EXAMINATION UPON REQUEST.
2. RECEIVE AND FILE THE FOLLOWING REPORTS:

BENZIE BOARD OF COMMISSIONERS: Included in Packet

MAINTENANCE REPORT: Included in Packet

1. MISCELLANEOUS: None
2. RECEIVE AND FILE THE FOLLOWING CORRESPONDENCE: None

**Treasurer’s Report:** Rineer presented the treasurers report. Report was received and filed.

**Brief Public Input:** None

**County Commissioners:** Commissioner Tucker and Bates stated that the County Commissioners had their Organizational meeting. They have set their 2014 meeting dates and they are available on the County website. The only board change is that Roger Ginger is now the Vice Chair. They will once again be having traveling night meetings with the first one being held in Almira Township on April 15th. It was also stated that Karl Sparks will be holding Open Meeting Acts Seminars for those who wish to attend.

**Department Heads:**

1. **Library:** Shirley presented the 2013 Library Numbers and will be submitting a hard copy of this report to the office.
2. **Planning Commission:** Diana stated that they had their election of officers and set their 2014 meeting schedule. This information is available on the Township website. Reminded the board that the Almira 2033 meeting is scheduled for January 20th and that a copy of the fireworks ordinance has been sent to all Township Board members as well as the attorney for review. The Planning Commission will be holding a public hearing on February 3rd for ordinance changes.
3. **Fire and EMS Department:** Chief Adams stated for the month on December we had 15 runs, 8 of those were transports, 5 were fire (mainly accident assists) and 2 stand by. Jason Pierce has started the Fire Training Academy and should be finished in June. He also stated that the Township now has an ice rink for the public to use and that they are working on a possible 2014 Open House.

**Guests:** None

**Old Business:**

1. **Townhall**: Discussion took place on the proposed changes to the Rental Contract. Still need to come up with new deposit fees for those wishing to serve or sell alcohol.
2. **Sick and Personal Time**: Motion by Rineer and supported by Beaujean, to approve the changes in the Employee Handbook under Sick and Personal Time. All ayes, motion passed.
3. **Cell Phones**: The board wishes at this time to make no changes.

**New Business:**

1. **Conservation District:** Although the board feels that this is a worthy program we are unable to donate funds to this type of organization.
2. **Budget Workshop Date:** The Board will be holding its Budget Workshop on February 5th at noon with a back-up date of February 10th.
3. **Part-time Maintenance:** The current part-time maintenance seasonal work has ended for the 2013 season.
4. **Committee Resignation and Appointment:** Motion by Therrien and supported by Rineer to accept the resignation of Berta Meserve from the Recreational Resources committee with regret. All ayes, motion passed. Motion by Therrien and supported by Beaujean, to accept the resignation of Denise Reinke from the Recreational Resources Committee with regret. All ayes, motion passed. Motion by Beaujean and supported by Therrien, to appoint David Hanchett to the Recreational Resources Committee. All ayes, motion passed.
5. **Representative to the Road Commission:** Motion by Clous and supported by Rineer, to appoint Mark Roper as the Almira Township Representative to the Benzie County Road Commission Local Road Committee. All ayes, motion passed.
6. **Village Road Request:** Discussion took place on the need to set up a policy on how to set aside and spend money’s on road improvements. The board cannot make a decision on the village request at this time.

**Extended Public Input:** None

**Board Comments:** Therrien said that he has heard good stuff from people on having the walking trail and Ransom Lake opened for winter use and reminds everyone to attend the Snow Pine Fest.

**Adjourn:** There being no other business the Supervisor adjourned the meeting at 8:32 p.m.

Tammy Clous

Almira Township Clerk