

**Minutes from the  
Almira Township Board Regular Meeting  
February 13, 2012  
5:00 p.m.**

Supervisor Vance Bates called the meeting of the Almira Township Board to order at 5:00 p.m. at the Almira Township Fire & EMS Facility.

Supervisor led the Pledge to the Flag.

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

**Additions/Deletions to Meeting Agenda by Board and Citizens:** Under New Business add Item N. Captain's Position; Item O. Veterans Memorial Committee Request. *Motion by* Bates, and supported by Nolan, to remove the 2011 Library Report from the consent agenda and add it to New Business as Item P. 2011 Library Report. All ayes, motion passed.

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

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

1. Approve minutes of Regular Board meeting held January 9, 2012 including closed session minutes; Special Board meetings held December 26, 2011 and January 23, 2012.
2. Budget amendments for the month of February 2012: increase cost center 101-265, Township Office \$1,000.00
3. Approve payment of check #'s 32989 – 33121. 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 & added to at meeting
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
5. Miscellaneous: None.
6. Receive and file the following correspondence:

Lake Ann Village Council Draft Meeting Minutes dated 1-27-12  
Letter from Jerry Adair, Risk Control Representative dated 1-27-12  
Benzie County Road Commission Meeting Minutes dated 12-9-11; 12-12-11; 1-12-12

All ayes, motion passed.

**Treasurer's Report:** *Motion by* Giddis, 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.

**Minutes from the  
Almira Township Board Regular Meeting  
February 13, 2012  
5:00 p.m.**

**Brief Public Input:** None

**Guests:**

John Mead, Candidate for Probate Judge, introduced himself and briefly talked about the Probate Judge position.

Ted Schendel, Candidate for Benzie County Sheriff introduced himself, along with David Tucker who will be his Undersheriff. He briefly talked about his qualifications and David's qualifications.

Mark Roper, Benzie County Commissioner, talked about items at the County level.

Meeting was recessed at 5:15 p.m. to look at the new Fire & EMS Department ambulance that was delivered earlier today.

Chief Jay Morse thanked the committee of Gene Mayo, Dale Dort and Gary Florip that put the specs together for this ambulance.

Truth in Taxation Hearing was opened at 5:25 p.m.

Supervisor Bates read the millage rates and their purpose to be levied for the fiscal year 2012-2013.

Public Comment: Mark Roper asked about the Fire & EMS Building fund amount. This millage will not be collected as this loan has been paid off.

Truth in Taxation Hearing was closed at 5:28 p.m.

Meeting was reconvened at 5:28 p.m.

**Old Business:**

- A. Lakefront Park:** Trustee Nolan updated the Board. The Lake Ann Village Planning Commission will be holding a public hearing on March 6, 2012 at 6:00 p.m. and hopefully will recommend that the special use site plan application be sent to the Lake Ann Village Council for approval at the Council's March 13, 2012 meeting.

**New Business:**

- A. Library Computer Grant:** Jeanine Ransom presented the Board with an application for a Rotary Charity grant to review, for upgrading the computer system at the library. The application will be reviewed and discussed at a special Board meeting. The grant is due March 1, 2012.
- B. Salary Resolutions:** Supervisor Bates read Salary Resolution 2-2012 #1 regarding Trustee pay per meeting. *Motion by* Bates, and supported by Campeau, to adopt Resolution 2-2012 #1 as presented. Roll call vote was as follows: Nolan, aye; Dort, aye; Giddis, aye; Campeau, aye; Bates, nay. Four ayes, one nay, no one absent, motion passed. Supervisor declared resolution adopted. Supervisor Bates read Resolution 2-2012 #2 regarding Treasurer's

**Minutes from the  
Almira Township Board Regular Meeting  
February 13, 2012  
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salary. *Motion by* Bates, and supported by Nolan, to adopt Resolution 2-2012 #2 as presented. Roll call vote was as follows: Giddis, aye; Nolan, aye; Dort, aye; Campeau, aye; Bates, nay. Four ayes, one nay, no one absent, motion passed. Supervisor declared resolution adopted. Supervisor read Resolution 2-2012 #3 regarding Clerk's salary. *Motion by* Bates, and supported by Giddis, to adopt Resolution 2-2012 #3 as presented. Roll call vote was as follows: Campeau, aye; Nolan, aye; Giddis, aye; Dort, aye; Bates, nay. Four ayes, one nay, no one absent, motion passed. Supervisor declared resolution adopted. Supervisor read Resolution 2-2012 #4 regarding Supervisor's salary. *Motion by* Bates, and supported by Campeau, to adopt Resolution 2-2012 #4 as presented. Roll call vote was as follows: Dort, aye; Giddis, aye; Nolan, aye; Campeau, aye; Bates, nay. Four ayes, one nay, no one absent, motion passed. Supervisor declared resolution adopted.

- C. March Meeting Date:** Trustee Nolan explained why the meeting date change was requested. *Motion by* Nolan, and supported by Bates, to move the March Board meeting to Monday, March 19, 2012. All ayes, motion passed.
- D. Resignations from Fire & EMS Department:** Chief Jay Morse read resignation letter from Shawn Gatzke. *Motion by* Bates, and supported by Giddis, to accept the resignation of Shawn Gatzke from the Fire & EMS Department. All ayes, motion passed. Since Shawn was in the current EMT class, Supervisor Bates will write him a letter regarding re-imbursement to the Township for the class. Chief Jay Morse read e-mail resignation letter from Lindsay Warrington. *Motion by* Campeau, and supported by Giddis, to accept the resignation of Lindsay Warrington from the Fire & EMS Department. All ayes, motion passed.
- E. Budget Updates:** Clerk Dort presented the health insurance premium information that was received. This item in the budget will need to be updated. A further review of the budget was discussed and this will be done at a special Board meeting to be scheduled.
- F. Fund Allocation for Next Phase of Lakefront Park:** Some members of the lakefront park committee met with the planning engineer for construction drawings. The estimate to do the construction drawings was \$2,600 to \$3,300. Consulting work for the wet lands estimate is \$100 to \$120 per hour.
- G. Ambulance Loaded Mile Request:** Clerk Dort presented information from Brenda Fate, North Flight Inc. Billing Office Manager regarding suggested increase in the loaded mile rate for ambulance services. *Motion by* Campeau, and supported by Bates, to increase the per loaded mile ambulance transport rate to \$11.00 per loaded mile. All ayes, motion passed.
- H. Commendation Committee:** Supervisor Bates read an e-mail letter from the Commendation Committee stating that they would not be planning a recognition dinner this year for the Township employees and community members, but could be represented if a group was formed for that purpose. Discussion took place and the different committee and commissions should be contacted to see if there is any interest. Vance Bates will contact the Recreational Resources Committee,

**Minutes from the  
Almira Township Board Regular Meeting  
February 13, 2012  
5:00 p.m.**

Kirt Giddis the Veterans Memorial Committee; Matt Therrien the Planning Commission; Gary Florip the Zoning Board of Appeals; Vance Bates the Board of Review, Dale Flaherty the Lake Ann Village Council and Committees, and Jennifer Koscielski the Commendation Committee.

- I. Election Items:** Clerk Dort presented the recommendations from the Township Election Commission. *Motion by* Dort, and supported by Campeau, to approve the election items as presented and approved by the Township Election Commission. All ayes, motion passed.
- J. Part Time Maintenance Position:** Clerk Dort presented the Board with 28 applications for the part time maintenance position. A committee comprised of Kirt Giddis, Steve Puchovan and Matt Therrien was set up to review the applications and give their recommendations to the Board. The Board would like to hire by April 1, 2012 if possible.
- K. Music in the Park:** Supervisor Bates informed the Board that the Recreational Resources Committee would like to hold a Music in Park event on August 25, 2012. He requested that the rental fee be waived and to allow this event to be held in the park. *Motion by* Bates, and supported by Nolan, to waive the rental fee and to allow the Recreational Resources Committee to hold a Music in the Park event on August 25, 2012. All ayes, motion passed.
- L. Volunteer of the Year:** Nominations should be submitted by the March 19<sup>th</sup> Board meeting to be recognized at the next recognition event to be held.
- M. Memorandum of Understanding Benzie County Recycling:** This was reviewed and discussed. *Motion by* Bates, and supported by Campeau, to sign the memorandum of understanding regarding the recycling program as long as there are no issues with township liability insurance. All ayes, motion passed.
- N. Captain's Position, Fire & EMS Dept.:** Chief Jay Morse read a letter recommending the re-appointment of Anthony Wolff to the Captain's position. *Motion by* Bates, and supported by Dort, to re-appoint Anthony Wolff to the Captain's position on the Fire & EMS Department. All ayes, motion passed.
- O. Veteran's Memorial Committee Request:** Trustee Giddis presented the request to use the town hall for a Euchre tournament fund raiser and that the rental fees be waived. *Motion by* Campeau, and supported by Nolan, to waive the town hall rental fees and allow the Veteran's Memorial Committee to hold a fund raiser on six (6) dates to be determined. All ayes, motion passed.
- P. 2011 Library Report:** Treasurer Campeau reviewed the report and discussed how important the library use is.

**Extended Public Input:**

Mandy Rineer stated she had been asked why snow plowing wasn't done so people could access the walking path easier in the winter.

**Board Comments:**

**Minutes from the  
Almira Township Board Regular Meeting  
February 13, 2012  
5:00 p.m.**

Treasurer Campeau gave a report on the number of web site hits BS&A software had recorded for Almira Township in 2011.

Clerk Dort reported on election issues and the meeting with the risk management person.

Trustee Nolan asked about scheduling the special Board meeting to discuss the budget updates and the library computer grant. Consensus was to hold the special Board meeting on Monday, February 27, 2012 at 9:00 a.m.

**Adjourn:** There being no other business the Supervisor adjourned the meeting at 6:40 p.m.

Mary Dort, Almira Township Clerk

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