

**Minutes from the
Almira Township Board Regular Meeting
April 11, 2011
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 Vance Bates, Dawn Campeau, Diana Nolan, Mary Dort and Kirt Giddis.

Additions/Deletions to Meeting Agenda by Board and Citizens: Under New Business add Item M. Cemetery Request and Item N. Internet Provider.

Approval of Meeting Agenda: *Motion by* Campeau, 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 Giddis, to approve the amended consent agenda as follows:

1. Approve minutes of regular Board meeting held March 14, 2011.
2. Budget amendments for the month of April 2011: None
3. Approve payment of check #'s 32089 – 32206. 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:	No Report
Planning Commission:	No Report
Veterans Memorial Committee:	No Report
5. Miscellaneous: None.
6. Receive and file the following correspondence:
 - Revenue/Expenditure Report End of March 2011
 - E-mail from Peter Wendling dated 3-24-11
 - Letter from Michigan Department of Transportation dated 3-30-11
 - Lake Ann Village Council Meeting Minutes dated 3-8-11All 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.

Brief Public Input: None

Guests:

Sue Miller, Benzie Transportation Authority Executive Director, presented a power point update of the Benzie Bus and explained the millage request election being held on May 3rd.

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Marlene Wood-Zylstra, Benzie County Recycling Coordinator, presented the Township Board with the annual recycling report. She also presented information regarding a surveillance system for the recycling site at no cost to the township. *Motion by Giddis*, and supported by Nolan, to accept the offer of the surveillance system by Benzie County Recycling at no cost to the Township. Discussion took place. All ayes, motion passed.

John Owsley, Representative from the Dunegrass Music Festival, presented the Board with their three day festival proposal. They would like to hold the festival at the corner of Hulbert Road and Hooker Road on August 5th, 6th and 7th of this year. Discussion took place and more information will be needed to discuss at another meeting.

Old Business:

- A. Drug and Alcohol Policy:** Board members had some concerns with the policy. Mary Dort and Vance Bates will review these concerns in the policy and make a presentation at a future meeting.
- B. Computer Network:** The three proposals were reviewed and discussed. *Motion by Giddis*, and supported by Campeau, to accept the proposal from Netcom Computers, in the amount of \$6,201.00 plus \$500.00 for labor, to update the township computer network. All ayes, motion passed. *Motion by Dort*, and supported by Nolan, to replace the Treasurer's computer. All ayes, motion passed.

New Business:

- A. Recreation Plan Resolution 4-2011 #1:** Supervisor Bates read the resolution. *Motion by Bates*, and supported by Nolan, to adopt the Recreation Plan Resolution 4-2011 #1 as presented. Roll call vote was as follows: Campeau, aye; Giddis, aye; Dort, aye; Nolan, aye, Bates, aye. All ayes, no nays, no one absent, motion passed. Supervisor declared resolution adopted.
- B. Personal Property Tax Collection Resolution 4-2011 #2:** Treasurer Campeau explained this to the Board. *Motion by Campeau*, and supported by Bates, to adopt the Personal Property Tax Collection Resolution 4-2011 #2 as presented. Roll call vote was as follows: Nolan, aye; Dort, aye; Giddis, aye; Bates, aye; Campeau, aye. All ayes, no nays, no one absent, motion passed. Supervisor declared resolution adopted.
- C. May 3, 2011 Special Election:** Clerk Dort read the letter from the Election Commission regarding election inspectors and meal allowances. *Motion by Campeau*, and supported by Giddis, to approve the election inspectors and meal allowances as presented for the May 3, 2011 Special Election. All ayes, motion passed.
- D. Township Depositories:** Treasurer Campeau would like the Township Board to continue using The Honor Bank and Huntington Bank. *Motion by Nolan*, and supported by Dort, to continue to use The Honor Bank and Huntington Bank as depositories for the 2011-2012 fiscal year. All ayes, motion passed.
- E. Tennis Court:** Only one proposal was received from the two vendors in the area that do this work. *Motion by Bates*, and supported by Nolan, to accept the proposal

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from Hentco Tennis Court Specialist in the amount of \$9,797.00. All ayes, motion passed.

- F. Beer and Brats Event:** The Recreational Resources Committee would like to hold a Beer, Brats and Music Festival in the township park on the fourth Saturday in August. Beer and mead would be sold by vendors. Discussion took place with a consensus of the Board to move forward in planning this event and getting information to the Board on the issues that the Board raised.
- G. Ball Diamond:** Three proposals were received from the four vendors contacted. *Motion by* Bates, and supported by Nolan, to accept the proposal from Elmer's in the amount of \$5,119.00. Four nays, one aye, motion failed. *Motion by* Campeau, and supported by Giddis, to accept the proposal from Roper Excavating LLC in the amount of \$2,385.00, with verification of work to be done as per specifications that had been provided by the Township. All ayes, motion passed.
- H. Park Parking:** The Recreational Resources Committee would like to see additional posts and roping to control parking on the grass, especially during baseball season. *Motion by* Bates, and supported by Campeau, to allow the Maintenance Director to add more posts and roping to control parking to protect property in the park. All ayes, motion passed.
- I. Clean Up Day:** Treasurer Campeau presented the flyer for cleanup day. *Motion by* Dort, and supported by Nolan, to amend the flyer to suggest a \$15.00 donation per truck load, and that the Fire & EMS Department will get the proceeds from the gate donations and that the Veterans Memorial Committee get the proceeds from the metal collected. All ayes, motion passed.
- J. Surplus Equipment:** Maintenance Director Puchovan presented the Board with a list of non-working computer equipment and a list of maintenance equipment still useful but no longer needed. *Motion by* Nolan, and supported by Campeau, to declare all items as surplus; the computer equipment to be disposed of by Netcom Computers after scrubbing and the maintenance equipment be given to the Veterans Memorial Committee to sell. All ayes, motion passed.
- K. Fire & EMS Resignations:** Chief Morse presented the Board with three names of members that had submitted resignation or retirement letters to him. *Motion by* Bates, and supported by Giddis, to accept, with regrets, the resignation letters from Ed Smith and Shane McClure, and the retirement letter from Tanya Struble. All ayes, motion passed.
- L. Commendation Committee Appointments:** Clerk Dort presented the names of the new appointees. *Motion by* Bates, and supported by Campeau, to appoint Gene Mayo, Brent Swensen, Kim Morse and Jennifer Koscielski to the Commendation Committee for a two (2) year term. All ayes, motion passed.
- M. Cemetery Request:** Bob Wilkinson verbally requested permission to personally be allowed to do a couple of burials as a gift to the family. *Motion by* Giddis, and supported by Bates, to allow Bob Wilkinson permission to do a couple of burials with the conditions that he was to contact the family, funeral home, current sexton and to provide liability insurance and the burial transmittals. All ayes, motion passed.

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N. Internet Provider: Supervisor Bates presented two (2) service agreements from Charter Cable for internet services to the township office and library. *Motion by* Nolan, and supported by Campeau, to accept the service agreement from Charter Cable for the township office including the installation fee of \$99.00 and to accept the service agreement from Charter Cable for the township library including the installation fee of \$109.00. The library installation fee and monthly fees will be divided with the Advent Lutheran Church. All ayes, motion passed.

Extended Public Input:

Steve Puchovan inquired about the status of Sarah Ross on the Recreational Resources Committee. Supervisor Bates has contacted her but has not heard anything back from her. This should be put on the May meeting agenda.

Tanya Struble, retired Commendation Committee member, suggested that members of some of the other township committees etc. help organize any future recognition events.

Board Comments:

Trustee Giddis reported that the Veterans Memorial Committee fund raiser dinner will not be buffalo Swiss steak due to the cost of the buffalo steaks. There will be a silent auction also.

Trustee Nolan stated that she would not be able to attend the May Board meeting.

Treasurer Campeau asked about the status of the Roper property. Attorneys are still working on this. Dawn also reported that her computer software supplier informed her that the public had checked into the tax information 11,519 times during 2010.

Clerk Dort commented that she needed to check with the EMT class because their class and the election will be held on the same day. Mary also stated that the Auto Mark election machine didn't work correctly at the preliminary testing this morning but the County Clerk was looking into why it was not working. At least one other township had the same problem. The tabulator worked correctly and that is the machine that really needs to work.

Supervisor Bates stated that Gourdie-Fraser is ready to meet regarding the proposed site plan for the beach property; that he is looking into natural gas prices for saving money; and that he has asked the Fire & EMS Department to start investigating replacement of the fire engine.

Adjourn: There being no other business Supervisor Bates adjourned the meeting at 7:47p.m.

Mary Dort
Almira Township Clerk