

# Almira Township

## Regular Board Meeting Minutes

### July 10, 2023

I. Supervisor Roper **called the meeting to order at 6 pm** at the Almira Township Hall 19639 Maple Street, Lake Ann

**II. Pledge to the Flag Recited**

**III. Roll Call**

*Present: Tammy Clous, Lori Florip, Mandy Gray Rineer, Mark Roper, Matt Therrien*

**IV. Additions/Deletions to Meeting Agenda:** Under New Business add Item E. Budget Amendment.

**V. Approval of Meeting Agenda:** *Motion by Therrien*, supported by Rineer, to approve the meeting agenda as amended. All ayes, no nays, motion passed.

**VI. Approval of Consent Agenda**

*Motion by Rineer*, supported by Clous, to approve the consent agenda as presented. All ayes, no nays, motion passed.

**VII. Treasurer's Report**

*Treasurer MG Rineer provided the Financial Report for the end of June-2023.*

**VIII. Brief Public Input:** None

**IX. County Commissioners**

Commissioner Art Jeannot presented a written report and answered questions.

**X. Dept. Heads:**

Tom Vinette, Recreation Resources Committee Chairperson, reported that there was not a quorum for the last couple of months, a special meeting is set up for July 13<sup>th</sup> at 6 pm, still discussing dog park, discussing movie in the park, and updating the Recreation Plan. Tom also updated the Board on the Norte Westwood Bike Trail.

Chief Drury reported that for the month of June, the department responded to a total of 26 incidents including: 17 ambulance requests in Almira Township, 7 fire responses-(4 wildland, 2 illegal burns, 1 vehicle fire), 2 smoke detector installs.

**XI. Village report:** Lake Ann 5K was a great success.

**XII. Guests:** None

**XIII. Old Business:**

**A. Mistwood Greens:** Rineer updated the Board, still waiting for the Benzie Leelanau District Health Department to come out to mark the existing septic fields.

**B. Master Plan:** Clerk Clous received an email from Mathew Cooke from Networks Northwest letting the Board know they are still waiting for the 2020 Census Summary information. The Board is waiting for August to see if 2020 census data is available before moving on with the process of adopting the Master Plan, decision hopefully will be made in September.

- C. **Norte:** Discussion took place with additional input by Roper and Vinette. *Motion by* Therrien, supported by Florip, that the Township supports establishing Westwood Bike Trail and usage of Ransom Lake Natural Area. More discussion took place. Therrien amended his motion, also supported by Florip, that the Township supports establishing Westwood Bike Trail and usage of Ransom Lake Natural Area for a twelve (12) month probationary period. Roll call vote was as follows: Clous, aye; Therrien, aye; Rineer, aye; Florip, aye; Roper, aye; all ayes, no nays, motion passed.
- D. **Township Steps:** Roper stated that he is waiting for engineered plans so this project can be put out for bids.
- E. **Landscaping:** Discussion took place regarding the various projects needing attention at the Township Park. *Motion by* Florip, supported by Rineer, to spend up to \$1,285.00 on the Entry Garden/Berm. Roll call vote was as follows: Florip, aye; Clous, aye; Therrien, aye; Rineer, aye; Roper, aye; all ayes, no nays, motion passed. *Motion by* Clous, supported by Therrien, to allow up to \$1,000.00 for additional plants and shrubs to be purchased. Roll call vote was as follows: Therrien, aye; Rineer, aye; Florip, aye; Clous, aye; Roper, aye; all ayes, no nays, motion passed.
- F. **Park Gravel:** Township Maintenance requested more gravel for the parking areas that had been previously approved. Discussion took place. *Motion by* Therrien, supported by Rineer, to pay \$140.00 for additional gravel for the parking areas that had been previously approved. Roll call vote was as follows: Florip, aye; Clous, aye; Therrien, aye; Rineer, aye; Roper, aye; all ayes, no nays, motion passed.

#### XIV. New Business

- A. **Committee Appointments:** Clous explained that some Committee and Board members needed to be re-appointed and she had contacted them. She had heard back from a few of these members but not all of them. Discussion took place. *Motion by* Rineer, supported by Clous, to re-appoint Christina Steele to the Recreational Resources Committee for another 2-year term; to re-appoint Kirt Giddis to the Veterans Memorial Committee for another 2-year term and to the Zoning Board of Appeals for another 3-year term; to re-appoint Roberta Dow to the Zoning Board of Appeals for another 3-year term; and that Clous should re-contact members that she has not heard from. Roll call vote was as follows: Clous, aye; Florip, aye; Rineer, aye; Therrien, aye; Roper, aye; all ayes, no nays, motion passed.
- B. **Zoning Services Agreement:** Roper presented an agreement for planning and zoning services from Roger Williams, who retired as Almira Zoning Administrator at the end of June 2023. Discussion took place. *Motion by* Rineer, supported by Therrien, to approve the Agreement for Planning and Zoning Services with Roger Williams, to have Supervisor Roper sign said Agreement. All ayes, no nays, motion passed.
- C. **Dunesville Application:** Rineer stated that all information needed for this application had been received. *Motion by* Therrien, supported by Florip, to support and allow the Dunesville Application. All ayes, no nays, motion passed.

**D. Fund Balance Transfer:** Rineer and Clous presented the information and brief discussion took place. *Motion by* Therrien, supported by Florip, to move \$140,000.00 from Honor Bank to Huntington Bank. Roll call vote was as follows: Clous, aye; Rineer, aye; Therrien, aye; Florip, aye; Roper, aye; all ayes, no nays, motion passed.

**E. Budget Amendment:** Roper explained the need for the budget amendment. *Motion by* Clous, supported by Florip, to approve the budget amendment for Fund 101 and Fund 208 as presented. Roll call vote was as follows: Florip, aye; Therrien, aye; Rineer, aye; Clous, aye; Roper, aye; all ayes, no nays, motion passed.

**XV. Extended Public Input:** Patricia Culp wanted to know if the first speed bump in the Township Park could be painted yellow so it can be seen.

**XVI. Board Comments:** Rineer stated that the new roof on the Fire & EMS Facility looks nice. Therrien stated that the Lake Ann 5K went well and thanked all who helped and ran/walked. Florip stated that the Lake Ann 5K was amazing and had great support. She also stated that the newsletter, which was included in the summer tax notice, was great. Roper stated that the lights are being put up on the Fire & EMS Facility, he had gotten two thank you comments regarding new gravel on Lake Ann Road North of Cedar Run Road, and that the Board needs to schedule a meeting to discuss ARPA funds.

**XVII. Adjourn:** Supervisor adjourned the meeting at 7:04 p.m.