

Almira Township

Regular Board Meeting Minutes

August 14, 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, Mandy Gray Rineer, Mark Roper, Matt Therrien. Lori Florip was excused.

IV. Additions/Deletions to Meeting Agenda: Under New Business add Item M. Zoning Maps.

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

VI. Approval of Consent Agenda

Motion by Therrien, supported by Clous, to approve the consent agenda as presented. All ayes, no nays, Florip excused, motion passed.

VII. Treasurer's Report

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

VIII. Brief Public Input: None

IX. County Commissioners

Commissioner Art Jeannot presented a written report and answered questions.

X. Dept. Heads:

Chief Drury reported that for the month of July, the department responded to a total of 38 incidents including: 23 ambulance requests in Almira Township, 2 motor vehicle accidents, 1 boat fire, 1 CO alarm, 1 brush/grass fire, 1 gas leak, 2 assists to Inland Township, 1 assist to Long Lake Township, 1 assist to Cedar Area Fire, and 1 MABAS activation to the "Four Corners" wildland fire in Copemish area.

Tom Vinette, Chairman of the Recreational Resources Committee, was absent from this meeting. Martha Redick and Jerry Morse, Recreational Resources Committee members, were at the meeting in his absence. Martha addressed Movie in the Park items, and what the costs might be. Their August regular meeting will be held in the park so a dry run can be held. Jerry Morse briefly talked about the dog park proposal and stated that he would bring it to the September meeting.

XI. Village report: No report

XII. Guests: None

XIII. Old Business:

- A. Mistwood Greens:** Lakaila Streeter informed the Board that she and Rineer met with Zack, from the Benzie Leelanau District Health Department, confirming the location(s) of

the septic tanks. Discussion took place. A special meeting will be held on Wednesday, August 30th at 10 am to work out details.

- B. Master Plan:** Clerk Clous received an email from Mathew Cooke from Networks Northwest stating that the 2020 census information was still pending.
- C. Townhall Steps:** Proposed preliminary drawings for the Townhall steps were reviewed and discussed. *Motion by Clous*, supported by Rineer, to have Supervisor Roper seek bids for Letter B, option 1, for repairing the steps at the Townhall. All ayes, no nays, Florip excused, motion passed.
- D. ARPA Funds:** Discussion took place. Rineer will update the survey information and present it at the special meeting being held on August 30th.
- E. Committee Appointments:** Clous informed the Board that she had gotten replies from two more committee members that had been contacted about continuing on their current committees. *Motion by Rineer*, supported by Clous, to reappoint Barry Jones to the Recreational Resources Committee for a two-year term ending August 2025. All ayes, no nays, Florip excused, motion passed. *Motion by Rineer*, supported by Therrien, to reappoint Dan Giddis to the Veterans Memorial Committee for a two-year term ending August 2025. All ayes, no nays, Florip excused, motion passed.

XIV. New Business

- A. FOIA Costs:** Clous explained the fee increase. *Motion by Rineer*, supported by Clous, to increase the copy fees from ten cents per sheet to twenty-five cents per sheet. All ayes, no nays, Florip excused, motion passed.
- B. Absent Voter Drop Box Placement and Security Cameras:** Clous gave options/placements, and prices for both items. Discussion took place regarding the security camera(s). Therrien suggested that a professional company be consulted for the security camera(s) for the office and Fire & EMS complex. Clous will get information to be presented at the September meeting. Discussion took place regarding the placement for the Absent Voter Drop Box. *Motion by Rineer*, supported by Clous, to place the Absent Voter Drop Box in the island closest to the East end of the Township Office. Three (3) ayes, one (1) nay, Florip excused, motion passed.
- C. Website Issues:** This is for information only per the Clerk. The website server was changed with no prior notice to the Township so no new information posted to the Township website for about six (6) weeks was available to the public.
- D. Raptor Event:** Recreational Resources Committee would like to have Skegemog Raptor Center do a Raptor presentation at the Township Park Pavilion on Sunday, September 17th starting at 11:00 am. The cost of the estimated one-hour program which includes three live education ambassadors is \$200.00. *Motion by Roper*, supported by Clous, to approve the \$200.00 cost for this program as presented. Roll call vote was as follows: Therrien, aye; Clous, aye; Rineer, aye; Roper, aye; Florip, excused; all ayes, no nays, motion passed.

- E. GRT Consent to Enter:** Roper explained this issue and discussion took place. *Motion by* Therrien, supported by Roper, to have Supervisor Roper sign the Consent to Enter Private Property Form as amended. All ayes, no nays, Florip excused, motion passed.
- F. Recreational Plan:** The Planning Commission, at their August meeting, voted to have the Recreational Master Plan be presented to the Township Board for approval. Discussion took place. *Motion by* Therrien, supported by Rineer, to approve the Recreational Master Plan as amended. Roll call vote was as follows: Clous, aye; Rineer, aye; Therrien, aye; Roper, aye; Florip, excused; all ayes, no nays, motion passed.
- G. Movie and Music in the Park:** Jerry Morse presented costs for this event in the amount of \$740.00 which included the movie license, purchase of a projector, pop corn supplies, poster printing, and games. Discussion took place regarding the Movie in the Park items. Morse stated that the purchase of a projector would be taken out of the costs to make a new total of \$640.00. *Motion by* Rineer, supported by Therrien, to allow up to \$650.00 for the costs for the Movie in the Park event. Roll call vote was as follows: Rineer, aye; Therrien, aye; Clous, aye; Roper, aye; Florip, excused, all ayes, no nays, motion passed. Music in the Park was then discussed. The music groups have been confirmed/scheduled, and the Benzie CERT group will be available for the event.
- H. Fire and EMS Resignation:** Chief Drury presented the email resignation from Kayla Hadfield. *Motion by* Clous, supported by Rineer, to accept the resignation from the Fire and EMS Department from Kayla Hadfield as presented. All ayes, no nays, Florip excused, motion passed. Chief Drury then presented information that an application had been received from Kyle Harris to become a member of the Fire & EMS Department. Discussion took place. *Motion by* Clous, supported by Rineer, to appoint Kyle Harris as a trainee on the Fire & EMS Department starting October 1, 2023, pending background check. All ayes, no nays, Florip excused, motion passed.
- I. Zoning Items:** *Motion by* Rineer, supported by Clous, to approve the newly updated Land Use Permit Application, as presented by Zoning Administrator Preston, with use to start immediately. Discussion took place. All ayes, no nays, Florip excused, motion passed. Discussion took place regarding the Driveway Design Recommendations as presented by ZA Preston. *Motion by* Therrien, supported by Rineer, to approve the Driveway Design Recommendations as presented. All ayes, no nays, Florip excused, motion passed. Discussion took place regarding the Application for Accessory Dwelling Unit as presented by ZA Preston. *Motion by* Clous, supported by Therrien, to approve the Application for Accessory Dwelling Unit as presented. All ayes, no nays, Florip excused, motion passed.
- J. Fee Schedule:** ZA Preston presented an updated fee schedule with clarifications. *Motion by* Rineer, supported by Clous, to approve the amended fee schedule as presented. All ayes, no nays, Florip excused, motion passed.
- K. Cemetery Trees:** West Almira Cemetery has several dead pine trees that could fall on the fence around the cemetery that should be removed. Discussion took place. *Motion by* Therrien, supported by Rineer, to approve up to \$6,000.00 for tree removal at the

West Almira Cemetery with two additional bids to be gotten. Roll call vote was as follows: Therrien, aye; Rineer, nay; Clous, aye; Roper, aye; Florip, excused; three (3) ayes, one (1) nay, motion passed.

L. Maintenance Trailer: Bids were reviewed and discussed. *Motion by Rineer*, supported by Clous, to accept the bid from Team One Trailers in the amount of \$4,850.00 for a 2024 Liberty tandem axle utility trailer as presented. Roll call vote was as follows: Clous, aye; Rineer, aye; Therrien, aye; Roper, aye; Florip, excused; all ayes, no nays, motion passed.

M. Zoning Maps: Proposal for zoning maps requested by ZA Preston was reviewed and discussed. *Motion by Rineer*, supported by Clous, to spend up to \$800.00 for 15 maps and a pdf copy from Colligo GIS as presented. Roll call vote was as follows: Clous, aye; Therrien, aye; Rineer, aye; Roper, aye; Florip, excused; all ayes, no nays, motion passed.

XV. Extended Public Input: Chief Drury stated that he has received the trauma report from the accident on Lake Ann Road and that the crew did an amazing job to get the patient to the hospital still alive. Mary Dort stated that this was the second year in a row that the Recreational Resources Committee was presenting Movie in the Park requests at the last minute for Board approval.

XVI. Board Comments: Therrien stated that the Music in the Park event was looking good, the dead line for him to get sponsor banners information to the printer was August 15th. Music in the Park is scheduled from 4 to 10 pm. Clous stated that the absent voter applications for the November Benzie County Road Commission Renewal millage are being mailed. Roper stated that CERT group will be at Music in the Park. Mark is looking for drivers and UTVs to transport people from parking area to pavilion.

XVII. Adjourn: Supervisor adjourned the meeting at 7:53 p.m.