

**Minutes from the  
Almira Township Board Regular Meeting  
October 11, 2010  
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 K. Veteran's Memorial and Item L. Locks

**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* Campeau, and supported by Nolan, to approve the amended consent agenda as follows:

1. Approve minutes of regular Board meeting held September 20, 2010.
2. Budget amendments for the month of October 2010: None
3. Approve payment of check #'s 31532 – 31642. See check registers included in packet. Bills are available for examination upon request.
4. Receive and File the following reports:

Benzie County Commission:	Included in Packet
Assessor:	Included in Packet
Zoning Administrator:	Included in Packet
Recreational Resources Committee:	No Report
Fire & EMS Department:	Included in Packet
Planning Commission:	No Report
Veterans Memorial Committee:	No Report
5. Miscellaneous: None.
6. Receive and file the following correspondence:
  - Par-Plan News dated September 2010
  - Lake Ann Village Council Meeting Minutes dated 9-14-10All 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:**

Mark Roper, Benzie County Commissioner, reported on the following topics; County health insurance for employees increased 13%; budgets are pretty much set; Benzie Bus building is done and will be starting phase 2 soon; Tom Whale law suit is settled; Bob Blank law suit still at Supreme Court level.

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**Old Business:**

**A. Lakefront Park Site Plan:** Discussion took place regarding the proposed site plan from the Recreational Resources Committee. A consensus of the Board was to add a site visit on the agenda for Monday's special Board meeting. Meet at the lakefront park at 9:00 a.m. to walk around to review the proposed site plan. *Motion by* Bates, and supported by Campeau, to go into closed session pursuant to Section 8(h) of the Open Meetings Act, being MCL 15.268(h), to consider the written memo from our attorney dated September 23, 2010 which is exempt from disclosure by Section 13(1) (g) of the Michigan Freedom of Information Act, being MCL 15.243(1) (g), since this memo is subject to the attorney-client privilege. Roll call vote was as follows: Giddis, aye; Nolan, aye; Dort, aye; Campeau, aye; Bates aye. All ayes, no nays, no one absent, motion passed.

Closed open meeting at 5:07 p.m.

Re-opened open meeting at 5:32 p.m.

*Motion by* Dort, and supported by Bates, to authorize township attorney Bryan Graham to get involved with the application of the special use permit to the Village of Lake Ann for the lakefront park. All ayes, motion passed.

**B. Employee Handbook:** A Special meeting is scheduled for Monday, October 18, 2010 starting at 9:00 a.m. to continue the review the draft employee handbook.

**C. Fire & EMS Facility Apparatus Bay Floor:** Kyle Dowling from Sherwin Williams Company talked about epoxy floors and he recommends Foster Coating Concepts. *Motion by* Bates, and supported by Dort, to accept the proposal from Foster Coating Concepts in the amount of \$19,394.00 to epoxy the apparatus bay floor. Discussion took place. Roll call vote was as follows: Giddis, nay; Nolan, nay; Dort, aye; Bates, aye; Campeau, nay. Three nays, two ayes, no one absent, motion failed. *Motion by* Nolan, and supported by Bates, to accept Foster Coating Concepts proposal with more information to be gotten regarding the product and warranty. Discussion took place. Roll call vote was as follows: Dort, nay; Giddis, nay; Campeau, nay; Nolan, nay; Bates, nay. All nays, no ayes, no one absent, motion failed. *Motion by* Bates, and supported by Campeau, to take the information from Foster Coating Concepts regarding the product and installer certifications to get new proposals. Discussion took place. Roll call vote was as follows: Giddis, aye; Campeau, aye; Bates, aye; Nolan, aye; Dort, aye. All ayes, no nays, no one absent, motion passed.

**D. Ambulance Bids:** Supervisor Bates excused himself from any discussion on this item due to a personal conflict of interest. Asst. Chief Mayo gave a presentation of the bid review process that took place. The bids were as follows:

Halt Fire Inc. Medtec Ambulance Corporation: \$168,052.97

MI First Response Road Rescue: \$138,953.00

*Motion by* Campeau, and supported by Nolan, to accept Michigan First Response Road Rescue bid in the amount of \$138,953.00 based on the recommendations of the bid review group. Roll call vote was as follows: Giddis, nay; Campeau, aye; Dort, aye; Nolan, aye. Three ayes, one nay, Bates abstained due to personal conflict of interest, motion passed.

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**New Business:**

- A. Donation to Halloween Party:** Dawn was asked by a member of the Halloween party planning group if the Township would make a donation to the party. *Motion by* Bates, and supported by Giddis, to approve an expenditure of \$50.00 for the community Halloween party. All ayes, motion passed.
- B. Election Inspectors:** Clerk Dort presented information from the Election Commission meeting that was held on September 27<sup>th</sup>. *Motion by* Bates, and supported by Giddis, to approve the election inspectors, meal allowance and evening meal as presented. All ayes, motion passed.
- C. Board Representative to Benzie County Solid Waste Advisory Committee:** Dawn Campeau would like to be appointed by the Board for this position as she is already on the County Solid Waste Advisory Board Committee. *Motion by* Giddis, and supported by Nolan, to appoint Treasurer Dawn Campeau as the Almira Township Board Representative to the Benzie County Solid Waste Advisory Committee. All ayes, motion passed.
- D. History of Land Preservation in Almira Township:** Heather Shumaker, a free lance writer, asked the Board to consider a story regarding the history of land preservation in Almira Township. She presented information on other projects that she has worked on. A consensus of the Board was for Heather to get some additional information for the Board to consider and that the Board would like this information to include all three land preservation projects.

Meeting was recessed at 7:29 p.m.

Meeting was reconvened at 7:32 p.m.

- E. Roper Property:** *Motion by* Campeau, and supported by Giddis, to have Township Attorney Peter Wendling draw up closing papers in the amount of \$26,000.00 and to include wording that Almira Township can no longer be liable or held responsible and to authorize the Clerk and Supervisor to sign any documentation. Discussion took place. Roll call vote was as follows: Nolan, aye; Bates, aye; Dort, aye; Campeau, aye; Giddis, aye. All ayes, no nays, no one absent, motion passed.
- F. Township Hall Parking Lot:** Supervisor Bates explained that due to additional flooding in the town hall the parking lot needs to be changed to divert the water. Three proposals were reviewed. *Motion by* Dort, and supported by Bates, to approve the proposal from Elmer's Esphalt . Discussion took place. Dort withdrew the motion, supported by Bates. This item should be put on the agenda for the special meeting.
- G. Lake Ann Cemetery Tree Planting and Stump Grinding:** Supervisor Bates explained the situation. Discussion took place and the consensus was that the Board had already approved the planting of the trees, that the maintenance person would not be planting the trees and no stump grinding would take place.
- H. Lakefront Park Trees:** Maintenance Director Steve Puchovan explained that several trees at the lakefront park property were in need of attention. He had three tree services look at the site and assess the trees and each submitted a proposal. *Motion by* Campeau, and supported by Nolan, to approve the proposal from Deering

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Tree Service in an amount not to exceed \$5,650.00. Discussion took place. All ayes, motion passed.

- I. Purchase of Fire & EMS Transport Vehicle:** Fire & EMS Manager Puchovan presented information regarding a 2002 Chevy Tahoe that Glen Arbor Fire Department is selling. *Motion by* Giddis, and supported by Bates, to make an offer to Glen Arbor Fire Department in the amount of \$6,500.00 to include radios, overheads, etc for the 2002 Chevy Tahoe. All ayes, motion passed.
- J. New Ambulance Contract & Radios:** Asst. Chief Mayo presented information on the new ambulance contract. Discussion took place with some questions needing to be answered. The consensus of the Board is that this should be discussed again at the special Board meeting. Asst. Chief Mayo presented information on radios for the new ambulance. *Motion by* Campeau, and supported by Nolan, to approve Radio North for the purchase of the radios for the new ambulance in the amount of \$1,498.58. Roll call vote was as follows: Dort, aye; Bates, aye; Giddis, aye; Nolan, aye; Campeau, aye. All ayes, no nays, no one absent, motion passed.
- K. Veteran's Memorial:** Trustee Giddis presented information on items that the committee would like to purchase. *Motion by* Giddis, and supported by Bates, to approve the purchase of two (2) red granite benches from Swensen Memorials not to exceed \$3,000.00 for total costs. All ayes, motion passed. *Motion by* Dort, and supported by Nolan, that memorial placards within the boundaries of the Veteran's Memorial will be addressed on a case by case basis subject to Board approval. All ayes, motion passed. *Motion by* Campeau, and supported by Nolan, to allow for bleachers not to exceed \$1,300.00 in total costs. All ayes, motion passed. *Motion by* Giddis, and supported by Campeau, to allow the design and engraving of one memorial bench in memory of Corporal Paul James Miller. All ayes, motion passed.
- L. Locks:** Trustee Giddis has concerns on how the locks for the town hall and Fire & EMS facility were handled. Discussion took place with no action being taken.

**Extended Public Input:** None

**Board Comments:**

Treasurer Campeau inquired about who would be involved in the closing of the Roper property.

Trustee Nolan stated that she and Gary Florip had met regarding the web site and that it is moving forward.

Clerk Dort updated the Board on the election.

**Adjourn:** There being no other business Supervisor Bates adjourned the meeting at 9:20 p.m.

Mary Dort  
Almira Township Clerk