

**Minutes from the
Almira Township Board Regular Meeting
January 10, 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: None

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

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

1. Approve minutes of regular Board meeting held November 8, 2010 and special Board meeting held November 29, 2010. No Board meeting was held in December due to weather.
2. Budget amendments for the month of November 2010; December 2010 and January 2011: None
3. Approve payment of check #'s 31735 – 31901. 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:	Included in Packet
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:
 - E-mail from Jeff Morse, Inland Twp. Fire Chief dated 11-9-2010
 - E-mail from Amy Rosa dated 11-8-2010
 - E-mail from Peter Wendling, Atty. Dated 12-6-2010
 - Letter from State of MI Liquor Control Commission dated 12-1-2010
 - Letter from Benzie County Register of Deeds dated 12-8-2010
 - E-mail from Larry Poulisse dated 12-3-2010
 - Letter from Peter Wendling, Atty. Dated 12-15-2010
 - Lake Ann Village Council Meeting Minutes dated 11-9-2010; 12-14-2010
 - The Par-Plan News dated January 2011All 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.

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Brief Public Input: None

Guests: Mark Roper, County Commissioner, reported on the following topics: Organizational meeting of the County Commissioners; Sears Estate; Benzie Bus renewal millage plus a new millage for expansion of services; Road Commission millage for basic services; both will be on a May ballot.

Old Business:

A. Exit Interview: Troy Knoll requested a closed session for the exit interview. *Motion by* Bates, and supported by Nolan to enter into closed session for exit interview with Troy Knoll. All ayes, motion passed.

Regular meeting was closed at 5:07 p.m.

Regular meeting was re-opened at 5:32 p.m.

B. Lakefront Park Site Plan: Township Attorney met with the two members of the Township Board and Recreational Resources Committee member. A topographical map of the site needs to be done and would cost about \$1,000.00. Questions about grant money to get this done took place and further discussion will take place at a budget work shop to be scheduled. A total of about \$4,000.00 would be needed to get more items started for the site plan.

C. Employee Handbook: Nothing has come back from the attorney on this. *Motion by* Nolan, and supported by Campeau, to approve the draft hand book effective April 1, 2011 with attorney approval. After discussion of the motion the motion was withdrawn by Nolan and Campeau.

D. Purchasing Policy: Supervisor Bates would like ideas given to him at the budget work shop regarding amounts for proposals and sealed bids along with thoughts on a preferred vendor list.

E. Roper Property: Supervisor Bates gave an update. Discussion took place with no action being taken.

F. Recreation Plan: Trustee Nolan presented an updated draft. Public hearing will take place at the February regular Board meeting.

New Business:

A. Ambulance Bill # 10-11436 Write Off Request: *Motion by* Bates, and supported by Giddis, to write off the entire ambulance bill #10-11436. All ayes, motion passed.

B. Benzie County Snowmobile Safety Program Request: Request letter was reviewed. *Motion by* Campeau, and supported by Nolan, to approve \$150.00 to be given to the Benzie County Snowmobile Safety Program. All ayes, motion passed.

C. Board of Review Appointments: *Motion by* Campeau, and supported by Bates, to appoint Lori Florip, Craig Johnson and Chuck Cape to the Board of Review with Bruce Elben as the alternate for a two (2) year term. All ayes, motion passed.

D. Resignation from Planning Commission: Supervisor Bates read the resignation letter from Sam Hollis. *Motion by* Bates, and supported by Campeau, to accept the resignation of Sam Hollis from the Planning Commission with regrets. All ayes, motion passed.

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- E. Appointments to Planning Commission:** Supervisor Bates submitted his appointments. *Motion by* Bates, and supported by Nolan, to appoint Terry Montgomery to the Planning Commission and to re-appoint Dave Maxson to the Planning Commission for a three (3) year term. All ayes, motion passed.
- F. Appointments to Veterans Memorial Committee:** *Motion by* Giddis, and supported by Campeau to re-appoint Bruce Andersen, Joe Baker, Rasa Baker, Dan Giddis, Jim Morse Jr., Dannie Giddis and Kirt Giddis, as Board Representative to the Veterans Memorial Committee for a two (2) year term. All ayes, motion passed.
- G. Appointments to Recreational Resources Committee:** *Motion by* Dort, and supported by Giddis, to re-appoint Denise Reinke and Vance Bates, Board Representative to the Recreational Resources Committee for a two (2) year term. All ayes, motion passed.
- H. Appointments to Zoning Board of Appeals:** *Motion by* Campeau, and supported by Giddis, to re-appoint Bill Fuller and Matt Therrien to the Zoning Board of Appeals for a three (3) year term. All ayes, motion passed.
- I. Benzie Bus Contract:** *Motion by* Giddis, and supported by Campeau, to approve with corrections the service agreement with Benzie Transportation Authority. All ayes, motion passed.
- J. Appointments of Fire & EMS Officers:** *Motion by* Bates, and supported by Nolan, to re-appoint Gene Mayo as Assistant Chief and Steve Adams as Lieutenant 1 of the Almira Township Fire & EMS Department. All ayes, motion passed.
- K. Part Time Maintenance Position Ad:** Supervisor Bates presented information. Discussion took place with the consensus that an ad should be placed in the Traverse City Record Eagle and the Benzie Patriot for a part time maintenance person with applications due February 11, 2011.
- L. Budget Workshop:** Supervisor Bates would like a budget work shop scheduled. Discussion took place and a special meeting to discuss budget, purchase policy, employee handbook and any other items to come before the Board is scheduled for Monday, January 24, 2011 starting at 10:00 a.m.

Extended Public Input: Mark Roper spoke regarding the Neil Roper property. Matt Therrien discussed the proposed cuts in the State revenue sharing and to be proactive in the next budget.

Board Comments: Trustee Giddis reported that the Veterans Memorial Committee is planning another Swiss steak fund raiser dinner. He also said that the tribute benches will be set in the spring. Clerk Dort stated that the year end payroll reports are being worked on. Trustee Nolan reported that the Planning Commission has a new Chairperson and that they are following up on medical marijuana by attending a meeting in Traverse City at the Elks Club on January 19th. Treasurer Campeau inquired about the history of land preservation in Almira Township project. Supervisor Bates asked the township attorney about this and the Township can not do it. Supervisor Bates updated the Board on the status of the Fire & EMS members that did not pass their physicals by the occupational health doctor. The third doctor is not willing to do a paper review and

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the Board will have to send this member to see this third doctor who is in Ann Arbor and pay the bills. *Motion by* Giddis, and supported by Bates, to put both members on medical leave with notification to be done by the Department Chief. All ayes, motion passed.

Adjourn: There being no other business Supervisor Bates adjourned the meeting at 6:58 p.m.

Mary Dort, Almira Township Clerk