

**Minutes from the
Almira Township Board Regular Meeting
February 14, 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 Giddis*, and supported by Campeau, to approve the meeting agenda as presented. 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 January 10, 2011 including closed meeting minutes and special Board meeting held January 24, 2011 including closed meeting minutes.
2. Budget amendments for the month of February 2011: None
3. Approve payment of check #'s 31902 – 32010. 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:	No Report
Fire & EMS Department:	No Report
Planning Commission:	No Report
Veterans Memorial Committee:	No Report
5. Miscellaneous: None.
6. Receive and file the following correspondence:
 - Lake Ann Village Council Meeting Minutes dated 1-11-11
 - Benzie County Road Commission Meeting Minutes dated 11-30-10; 12-16-10; 1-6-11; 1-13-11
 - Letter from Michigan DNRE dated January 12, 2011
 - Benzie County Recycling Report
 - Letter from Diehl & Associates Investigations, PLLC dated 1-19-2011
 - Benzie County Sheriff Snow Mobile Patrol Activity Report dated 3-2010
 - Revenue/Expenditure Report End of January 2011
 - 2010 Annual Library Use ReportAll 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.

**Minutes from the
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Brief Public Input: Clerk Dort explained that her computer was not working so no agendas were e-mailed to residents.

Guests: Mark Roper, County Commissioner, reported on the following topics: Benzie Bus phase 2 has started; The Maples building plans for new addition; HSC has new director; ORV Ordinance changes have been made; Recycling is doing well and the ALS new vehicle has arrived.

Open Meeting was closed at 5:10 p.m.

Public Hearing: Truth in Taxation

Public hearing was opened at 5:10 p.m.

Supervisor Bates read the millage rates and their purpose to be levied for fiscal year 2011-2012.

Public comment was opened with no one speaking.

Public comment was closed.

Board comment was opened with Treasurer Campeau explaining the reduction in the Fire & EMS Building millage.

Motion by Campeau, and supported by Nolan, to approve the millage rates and their purpose to be levied for fiscal year 2011-2012. Roll call vote was as follows: Giddis, aye; Bates, aye; Dort, aye; Campeau, aye; Nolan, aye. All ayes, no nays, no one absent, motion passed.

Public Hearing was closed at 5:15 p.m.

Public Hearing: Recreation Plan

Public hearing was opened at 5:15 p.m.

Public comment was opened. Dale Flaherty asked questions about different paragraphs and tables in the plan. Sandy Nuske spoke in favor of the recreation plan including the lakefront park project.

Public comment was closed.

Board comment was opened. Clerk Dort stated she had some of the same questions that Dale Flaherty had already asked.

Board comment was closed.

Public hearing was closed at 5:29 p.m.

Open meeting was re-opened at 5:29 p.m.

Old Business:

A. Lakefront Park Site Plan: Supervisor Bates stated that all the property taxes had been paid. *Motion by* Campeau, and supported by Nolan, to hire Gourdie-Fraser to do the topographical map of the lakefront park site in the amount of \$1,000.00. All ayes, motion passed. *Motion by* Bates, and supported by Nolan, to hire Gourdie-Fraser to do the preliminary site design and authorize the Supervisor to sign the contract in the amount of \$2,990.00. All ayes, motion passed.

**Minutes from the
Almira Township Board Regular Meeting
February 14, 2011
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- B. Employee Handbook:** *Motion by* Campeau, and supported by Nolan, to approve the handbook as presented. All ayes, motion passed.
- C. Purchasing Policy:** Supervisor Bates presented a preferred vendor list for 2011 which was reviewed and discussed with one name change being made. *Motion by* Dort, and supported by Bates, to approve the preferred vendor list for 2011 as amended. All ayes, motion passed.
- D. Roper Property:** Supervisor Bates reviewed the e-mails sent from the township's attorney. Discussion took place with no action being taken.
- E. Recreation Plan:** *Motion by* Bates, and supported by Campeau, to approve the recreation plan as amended. Roll call vote was as follows: Nolan, aye; Giddis, aye; Dort, aye; Campeau, aye; Bates, aye. All ayes, no nays, no one absent, motion passed.

New Business:

- A. Town Hall Heat:** Matt Therrien presented some thoughts on this issue. Discussion took place. Supervisor Bates will see how much programmable thermostats cost with no other action being taken.
- B. Part Time Maintenance Interviews, Hours:** Twelve applications were received. Discussion took place about holding the interviews. Diana Nolan, Vance Bates and Steve Puchovan will review the applications. The Board would like to interview about five applicants. As in the past, the part time maintenance person would work twenty-four (24) hours per week except the weeks before the major summer holidays when more hours would be worked. Supervisor Bates will schedule a special board meeting for the interviews.
- C. DNRE Fish Planting Resolution:** Supervisor Bates explained the reason for this resolution. *Motion by* Bates, and supported by Giddis, to adopt the resolution of support 2-2011 #5 regarding fish planting in Ann Lake as amended with the condition that the DNRE will NOT be killing the lake before planting. Roll call vote was as follows: Dort, aye; Campeau, aye; Nolan, aye; Giddis, aye, Bates, aye. All ayes, no nays, no one absent, motion passed. Supervisor declared resolution adopted.
- D. Salary Resolutions:** Supervisor Bates read salary resolution 2-2011 #1. *Motion by* Campeau, and supported by Bates, to adopt salary resolution 2-2011 #1. Roll call vote was as follows: Nolan, aye; Giddis, aye; Dort, aye; Campeau, aye; Bates, aye. All ayes, no nays, no one absent, motion passed. Supervisor declared resolution adopted. Supervisor Bates read salary resolution 2-2011 #2. *Motion by* Bates, and supported by Nolan, to adopt salary resolution 2-2011 #2. Roll call vote was as follows: Giddis, aye; Dort, aye; Campeau, aye; Bates, aye; Nolan, aye. All ayes, no nays, no one absent. Supervisor declared resolution adopted. Supervisor Bates read salary resolution 2-2011 #3. *Motion by* Bates, and supported by Nolan, to adopt salary resolution 2-2011 #3. Roll call vote was as follows: Bates, aye; Nolan, aye; Giddis, aye; Campeau, aye; Dort, aye. All ayes, no nays, no one absent, motion passed. Supervisor declared resolution adopted. Supervisor Bates read salary resolution 2-2011 #4. *Motion by* Nolan, and supported by Giddis, to adopt salary

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resolution 2-2011 #4. 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.

- E. Ambulance Update:** Fire & EMS Assistant Chief Mayo stated that the chassis was delivered to the plant in Florida on January 6, 2011.
- F. Fire & EMS Dept. Turn Out Gear:** Assistant Chief Mayo presented information to the Board. *Motion by* Campeau, and supported by Bates, to approve purchase of two (2) sets of Globe structural fire fighter turn out gear from West Shore Fire in the amount of \$3,054.00. All ayes, motion passed.
- G. Clerks Computer:** Clerk Dort explained what has been going on with the computer in her office. *Motion by* Campeau, and supported by Nolan, to authorize up to \$1,250.00 to fix or replace the Clerk's computer. Discussion took place. All ayes, motion passed.

Extended Public Input: Matt Therrien asked questions about some budget figures that were presented.

Board Comments:

Trustee Giddis reported that the Veterans Memorial Committee is planning another buffalo Swiss steak fund raiser dinner scheduled for Saturday, April 30th. He also stated that a hand gun had been donated and would be raffled off. Kirt also stated that the tribute benches will be set in the spring.

Clerk Dort stated that bills to paid in this fiscal year needed to be in her office by March 21st. Mary also stated that she was working on updating the cemetery ordinance.

Trustee Nolan reported that she and Gary Florip would be going to web site training this Thursday morning. Diana also discussed briefly the zoning enabling act.

Adjourn: There being no other business Supervisor Bates adjourned the meeting at 6:56p.m.

Mary Dort
Almira Township Clerk