

**Minutes from the
Almira Township Board Regular Meeting
July 12, 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, Kirt Giddis, Diana Nolan and Mary Dort.

Additions/Deletions to Meeting Agenda by Board and Citizens: None

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

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

1. Approve minutes of regular Board meeting held June 14, 2010.
2. Budget amendments for the month of July 2010: None
3. Approve payment of check #'s 31227 – 31311. 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:	No Report
Recreational Resources Committee:	Included in Packet
Fire & EMS Department:	No Report
Planning Commission:	No Report
Veterans Memorial Committee:	No Report
5. Miscellaneous: None.
6. Receive and file the following correspondence:
 - MTA faxes dated: 6-18-10; 6-25-10
 - Lake Ann Village Council meeting minutes dated 6-8-10
 - Letter from Garrett Supina
 - Letter from Jake Therrien
 - The Par-Plan News dated June 2010All ayes, motion passed.

Treasurer's Report: *Motion by* Giddis, and supported by Bates, 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; Platte Township opening part of the township for ORVs; a committee is looking to see if the building department might set up a working relationship with either Manistee or

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Leelanau County; no increase in the solid waste fee for next budget year; Sheriff department grant money for new boat; Holbrook trial this July; two candidates to be interviewed by the whole Commission for the administrators position; Road Commission will be closing down Burnt Mill Road at the Platte River for five to six weeks while putting in a new bridge; and that budget talks are going on for the next fiscal year for the county.

Gene Mayo, Benzie County Emergency Services Coordinator, informed the Board of the following: a table top exercise involving all hospitals will take place in August; better communication system coming in the future from grant money obtained for the county; and a Prowler and rescue sled have gotten grant money.

Old Business:

- A. Lakefront Park Site Plan:** Supervisor Bates explained that Christie Andersen, Andersen & Crain Surveyors, has not done the latest survey requested yet and that he will contact her again. He also stated that the Recreational Resources Committee members each have a copy of the site plan and it will be discussed for recommendations at the July meeting. The Committee members are also working on the recreation plan.
- B. Employee Handbook:** Trustee Nolan informed the Board of what has been discussed. She asked if the Board would consider all employees having the same anniversary date. She also asked that the duty crew's days to work be clarified. Discussion took place and the consensus of the Board was to proceed with the idea of all employees having the same anniversary date and that the duty crew is required to be at work Monday through Friday, as continued work on the handbook takes place. She would like, before the August meeting, that a draft of the new employee handbook to be available. A special meeting for just the handbook should then be scheduled so final approval could be at the September meeting.
- C. New Ambulance:** The changes discussed at the June meeting were made in the specification sheets. Discussion took place about points of contacts for specifications questions, point of contact for bids, time line for when bids are due, date for opening bids, who to review the bids and final granting of bid. *Motion by* Campeau, and supported by Nolan, to let the specifications as presented be put out for bids for a new ambulance. Ayes: Bates, Dort, Campeau, Nolan. Nay: Giddis. Four ayes, one nay, motion passed. *Motion by* Dort, and supported by Nolan, that new ambulance bids are due by 4 p.m. on Friday, September 10, 2010, that bids will be opened at the Monday, September 13, 2010 regular Board meeting, that the committee who wrote the specifications and Fire & EMS Officers will review the bids and make a recommendation to the Board at the October 2010 Board meeting. All ayes, motion passed.
- D. Property Adjacent to Township Park:** Supervisor Bates contacted the property owner and met with him per the request at last months Board meeting. The owner is asking \$80,000 for five acres or \$120,000 for ten acres. After some discussion the consensus of the Board was to say thanks for the offer but would not be continuing any discussions.

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- E. Fire & EMS Accident & Health Policy:** Board members still had additional questions and Supervisor Bates will contact the agent for answers.
- F. Web Site:** No information was presented so this is to be put on the August agenda.
- G. Roper Property:** Supervisor Bates presented additional information from the Township attorney Peter Wendling which included a bill in the amount of \$5,250.00 for incidental closing costs from the State of Michigan. *Motion by Campeau* to pay not more than \$2,200 in additional closing costs died due to a lack of a second. *Motion by Giddis*, and supported by Campeau, to have Township Attorney Wendling continue to work on getting the State of Michigan to reduce the additional closing costs but to authorize up to \$5,250 as listed on the proposed land transaction agreement. All ayes, motion passed.

New Business:

- A. Election Inspectors & Meal Allowances for August Primary:** Clerk Dort presented the information approved by the Election Commission. *Motion by Campeau*, and supported by Bates, to approve the election inspectors and meal allowances as presented. All ayes, motion passed.
- B. Member Removal from Fire & EMS Department:** Chief Morse presented information. *Motion by Campeau*, and supported by Bates, to remove Ryan Brodbent from the Fire & EMS Department with regrets. All ayes, motion passed.
- C. Morse Property on Ole White Drive:** Supervisor Bates stated that John Morse had contacted him asking if the Township would be interested in purchasing his house and five acres that are across the street from the Fire & EMS Facility. Discussion took place and the consensus was to thank John for the inquiry.

Extended Public Input:

Chief Morse gave a verbal report of the activity of the Fire & EMS Department. He asked for guidance on responses into Inland Township while still working on getting a mutual aid agreement in place. Discussion and consensus is to go when called and that the duty crew should have replacements if responding. Chief also stated that the physical packets were going out to the members. He informed the Board that he would be on vacation July 16th through July 25th.

Board Comments:

Clerk Dort asked stated that she had gotten information from the Bureau of Elections that she would be conducting her first Lake Ann Village election this November. She passed out the special meeting agenda for the meeting with the Lake Ann Village Council for July 13th. The Clerk also informed the Board and public that the public accuracy test for the August Primary Election would be held on Monday, July 19th at 9:00 a.m.

Supervisor Bates stated that three picnic tables were taken over the week end.

Adjourn: There being no other business Supervisor Bates adjourned the meeting at 7:02 p.m.

Mary Dort, Almira Township Clerk