

**Minutes from the  
Almira Township Board Regular Meeting  
September 20, 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 and Mary Dort. Kirt Giddis was absent.

**Additions/Deletions to Meeting Agenda by Board and Citizens:** Under New Business add Item E. Ambulance Bids; Item F. Schedule Public Hearing on Recreation Plan; and Item G. Township Hall Rental Waiver.

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

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

1. Approve minutes of regular Board meeting held August 9, 2010 and the special Board meeting held August 30, 2010.
2. Budget amendments for the month of September 2010: None
3. Approve payment of check #'s 31405 – 31531. 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:	Added at Meeting
Fire & EMS Department:	No Report
Planning Commission:	No Report
Veterans Memorial Committee:	No Report
5. Miscellaneous: None.
6. Receive and file the following correspondence:
  - Benzie County Road Commission Meeting Minutes dated: 7-29-10; 8-12-10
  - Benzie County Road Commission Letter dated 9-9-2010
  - Lake Ann Village Council meeting minutes dated 8-10-10
  - E-mail from Paul Johnson, DNRE dated 9-15-2010
  - Friends of Almira Twp. Library Meeting Minutes dated 9-9-10All ayes, motion passed.

**Treasurer's Report:** *Motion by* Dort, 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:**

Rose Coleman, Maples Administrator, talked about the millage requests that are on the November ballot.

**Minutes from the  
Almira Township Board Regular Meeting  
September 20, 2010  
5:00 p.m.**

Matt Therrien commented on the procedure for the new lock systems that were installed at the town hall and at the Fire & EMS facility. Discussion took place and this policy should be reviewed at the next meeting.

**Guests:**

Mark Roper, Benzie County Commissioner, reported on the following topics; County's small dollar amount for bid policy; Benzie Bus Maintenance building almost done; Benzie Bus contracts with other agencies for vehicle maintenance; Upgrades to the Animal Control Shelter; Finishing of the Government Center Annex; No raises; County EMS has been busy and the new ambulance has issues; Honeywell analyze the building for energy savings; DHS interviews; Fees committee adjusting fees; Insurance premium up 59%; Gale Wind Farm presentation; Burnt Mill Bridge is done; talk of Lake Ann Village raising taxes and talk of disbanding the Village; Updated various County law suits.

**Old Business:**

- A. Lakefront Park Site Plan:** Supervisor Bates stated that the Recreational Resources Committee should have the final site plan ready for the Board's October meeting.
- B. Employee Handbook:** A Special meeting will be scheduled for Monday, October 18, 2010 starting at 9:00 a.m. to continue the review the draft employee handbook.
- C. Web Site:** Information previously presented was discussed. *Motion by* Dort, and supported by Campeau, to approve web site from LIAA with Gary Florip as Primary Project Contact and Diana Nolan as Management Contact at the initial cost of \$2,250.00. Roll call vote was as follows: Nolan, aye; Bates, aye; Campeau, aye; Dort, aye. All ayes, no nays, Giddis was absent, motion passed.
- D. Fire & EMS Facility Apparatus Bay Floor:** This will be discussed at the October meeting.

**New Business:**

- A. Hosting EMT Class:** Assistant Chief Mayo asked to use the Fire & EMS Facility for an EMT class starting January 2011 through June 2011, Tuesdays and Thursdays; 6 pm until 10:30 pm, with some Saturdays. Almira Township might be sending one student to this class. *Motion by* Campeau, and supported by Nolan, to host the EMT class starting January 2011 through June 2011, Tuesdays, Thursdays and some Saturdays. All ayes, motion passed.
- B. Electrical Upgrades:** Supervisor Bates informed those present that Cherryland Electric was moving electrical lines in the Richardson Road area.
- C. Wi-Fi for Library:** Shirley Ransom, Township Librarian and Ross Richardson, member of Friends of the Almira Twp. Library, presented information and discussion took place. *Motion by* Nolan, and supported by Campeau, to allow the library to offer Wi-Fi service with a gate way that is password secured and that password would be given out by the library staff and volunteers. All ayes, motion passed.
- D. Status of Fire & EMS Members Physicals:** Four members need to have their physicals by the 24<sup>th</sup> of September and they are scheduled. One member's physical

**Minutes from the  
Almira Township Board Regular Meeting  
September 20, 2010  
5:00 p.m.**

needs to be reviewed yet due to a conflict of doctors opinions. Discussion took place. *Motion by* Bates, and supported by Nolan, that when there is a difference of opinion of two physicians that those two physicians are to select a third physician to evaluate and advise the Township Board, and any associated costs will be paid by the Township. All ayes, motion passed.

- E. Ambulance Bids:** Two bids were received and were opened by Trustee Nolan. The bids were as follows:

Halt Fire Inc., 50168 W. Pontiac Trail, Wixson, MI 48393

Bid: \$226,052.97 with trade in value of \$58,000.00; delivery 169 days after order.

Michigan First Response, 1135 South Bracy Avenue, Greenville, MI 48838

Bid: \$188,953.00 with no trade in value listed; delivery 180 days after order.

Bids were given to Fire & EMS Manager Puchovan. A committee composed of the Fire & EMS Officers and specification committee is to meet and review the bids submitted and present their recommendation at the October meeting.

- F. Schedule Public Hearing on Recreation Plan:** Discussion took place regarding this process. The Township Planning Commission needs to hold a public hearing on this and hopefully that can be done at their November meeting and the Township Board hopefully can hold another public hearing at the Board's December meeting.

- G. Township Hall Rental Waiver:** Letter from Edward Smith, Lake Ann Fall Festival Member, was read and discussion took place. *Motion by* Campeau, and supported by Nolan, to approve waiving the township hall rental and deposit fees for the Lake Ann Fall Festival event scheduled for October 30, 2010. All ayes, motion passed.

**Extended Public Input:** Shirley Ransom asked if the library could be open during the Fall Festival Event and the Board consensus was to allow this.

**Board Comments:**

Treasurer Campeau stated that the last fund raiser for the lakefront park purchase was held and netted about \$1,500.00.

Trustee Nolan asked about the Roper property, the Lake Ann Village ZBA hearing results and the Mutual Aid agreement with Inland Township.

Clerk Dort informed the Board that there would be four different ballots for the November election.

Supervisor Bates stated that he takes full responsibility for the purchase and installation of the new lock systems at the town hall and Fire & EMS facility. He was not aware of the low dollar amount in the purchasing policy.

**Adjourn:** There being no other business Supervisor Bates adjourned the meeting at 6:52 p.m.

Mary Dort  
Almira Township Clerk