

**Minutes from the
Almira Township Board Regular Meeting
February 8, 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* Giddis, and supported by Nolan, 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 11, 2010 and special Board meeting held January 22, 2010.
2. Budget amendments for the month of February 2010: None.
3. Approve payment of check #'s 30786 – 30850. 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:
 - MTA fax dated 1-15-10
 - MTA fax dated 1-22-10
 - MTA fax dated 2-5-10
 - Benzie County Road Commission Meeting Minutes dated 11-11-09; 11-25-09; 12-10-09; 12-24-09; 1-14-10
 - Benzie County Sheriff's Office letter dated 1-15-10 with copy of finalized contract for snowmobile patrol
 - Benzie County Commissioners 2010 Regular Meeting Schedule
 - Friends of the Almira Twp. Library Meeting Minutes dated 1-26-10
 - Heritage AG LLC informational letter received 2-1-10
 - Letter from Campbell, Kusterer & CO PC, CPAs dated 1-15-10
 - Letter from City of Frankfort dated 1-28-10
 - Flyer regarding a Traffic Safety Forum
 - Annual Library Use report

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All 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:

Peggy Luna from Dilbert's Café presented the Veterans Memorial Committee with benefit proceeds from a current fund raiser.

Sue White thanked the Fire & EMS department for the response to a house fire. Sue also had budget concerns, stated property values are going down; property taxes are too high; stop the one percent (1%) administration tax collection fee and reduce over all budget.

Helen White would like the elected officials to not have a pay raise for the next fiscal year.

Matt Therrien stated no two percent (2%) wage increase, no Fire & EMS building floor improvements, no new locks for town hall and Fire & EMS building and to deduce the millage.

Renee Hamilton stated no pay increase and no personal purchases while using township vehicles.

Tom Maul stated he agreed with Matt Therrien's statements.

Susan Norton stated she agreed with what was already stated.

Scott Gray stated no wage increase and to consider a reduction in wages.

Randy Cosens stated he agreed with statements already presented.

Guests:

Chris Convissor stated that she agreed with comments already made. She had questions regarding hours of operation; requirements for getting holiday pay; who receives pension; who receives health insurance and how are personnel changed. She also stated the period of township growth has probably stopped and that cuts need to be made.

Mark Roper, Benzie County Commissioner reported on the following topics: Benzie Bus new building bids being awarded; ORV Ordinance changes; Road Commission budget; County budget; County millage renewals for 2010 and County law suits.

Meeting was recessed at 5:46 p.m. for the Truth in Taxation hearing.

Truth in Taxation hearing was opened at 5:46 p.m.

Supervisor Bates read the millage rates for fiscal year 2010 – 2011.

Public comment was opened. No public spoke. Public comment was closed.

Motion by Bates, and supported by Campeau, to levy the maximum amount allowed for fiscal year 2010- 2011. Roll call vote was as follows: Bates, aye; Campeau, aye; Dort, aye; Giddis, aye; Nolan, aye. All ayes, no nays, no one absent, motion passed.

Truth in Taxation hearing was closed at 5:49 p.m.

Meeting reconvened at 5:49 p.m.

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Meeting was again recessed at 5:49 p.m.

Meeting was reconvened at 5:57 p.m.

Old Business:

A. Employee Handbook: Diana Nolan suggested that a sub-committee of Board members review the employee handbook and bring back suggestions. Dawn Campeau and Diana Nolan will be on the committee.

New Business:

A. Bertram's Pizza Class C Liquor License: *Motion by* Bates, and supported by Giddis, to recommend that Bertram's Pizza LLC, be considered for approval and issuance of a new Class C Liquor License, with SDM, Sunday sales, Dance/Entertainment, Official Food. Discussion took place. Roll call vote was as follows: Campeau, aye; Dort, aye; Giddis, aye; Nolan, aye; Bates, aye. All ayes, no nays, no one absent, motion passed.

B. New Office Color Copy/Fax/Printer Machine: Discussion took place with additional bids to be gotten.

C. Benzie County Parks and Recreation Commission Meeting: Supervisor Bates will contact the County Parks and Recreation Commission Chair Jim Sheets regarding this meeting being held in Almira Township and get the exact date and time since it has been changed a couple of times already.

D. Credit Card Policy: Treasurer Campeau presented a credit card policy and explained that by adopting this policy the Township would save the credit card fees every month. *Motion by* Dort, and supported by Nolan, to adopt the credit card policy as presented by the Treasurer. Discussion took place. Roll call vote was as follows: Campeau, aye; Dort, aye, Giddis, aye; Nolan, aye; Bates, aye. All ayes, no nays, no one absent, motion passed.

E. Salary Resolutions: Discussion took place. *Motion by* Campeau, and supported by Nolan, to adopt the amended salary resolution 2-2010 #1 for the trustees. Roll call vote was as follows: Dort, aye; Giddis, aye; Nolan, aye; Bates, aye; Campeau, aye. All ayes, no nays, no one absent, motion passed. *Motion by* Giddis, and supported by Nolan, to adopt the amended salary resolution 2-2010 #2 for the Treasurer. Roll call vote was as follows: Giddis, aye; Nolan, aye; Bates, aye; Campeau, aye; Dort, aye. All ayes, no nays, no one absent, motion passed. *Motion by* Campeau, and supported by Giddis, to adopt the amended salary resolution 2-2010 #3 for the Clerk. Roll call vote was as follows: Nolan, aye; Bates, aye; Campeau, aye; Dort, aye; Giddis, aye. All ayes, no nays, no one absent, motion passed. *Motion by* Bates, and supported by Dort, to adopt the amended salary resolution 2-2010 #4 for the Supervisor. Roll call vote was as follows: Bates, aye; Campeau, aye; Dort, aye; Giddis, aye, Nolan, aye. All ayes, no nays, no one absent, motion passed.

F. Fire & EMS Dept. Lieutenant II Appointment: *Motion by* Bates, and supported by Giddis, to re-appoint Jason Wolfe to the Lieutenant II position. All ayes, motion passed.

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G. Snow Pine Festival Fire & EMS Dept. Coverage: The Fire & EMS Manager notified the Board that no member had volunteered to provide coverage for this event so the approved motion, from November 9, 2009 Board meeting, to have this event covered by the pool members will be followed.

Extended Public Input:

LoRae Hamilton asked how any employee step wage increases could be justified. She also suggested that while reviewing the employee handbook that a list of who reports to who be included.

Susan Norton had questions regarding office hours and who was available during those hours.

Matt Therrien stated that if requested, meeting minutes and agendas could be e-mailed to residents. Sign up sheet will be provided after meeting to list any e-mail addresses.

Chris Convissor had questions on how deputies were appointed and how the Fire & EMS duty crew got their jobs.

Randy Cosens asked how elected officials salaries could be reduced.

Helen White commented about longevity.

Scott Gray thanked the Board for listening to the residents present along with stating the Board had a thankless job.

Board Comments:

Trustee Giddis stated that brick pavers for the Veterans Memorial were still available, that a gun raffle would be starting soon and that a dinner and silent auction would be held yet this spring.

Clerk Dort thanked the residents for attending tonight's meeting, hoped she would see them back at the March Board meeting and stated elections would be held in August and November of this year.

Trustee Diana Nolan stated that the Planning Commission has been working on the Master Plan and thanked the residents for attending the meeting.

Supervisor Bates thanked the residents for attending the meeting and to call him any time.

Adjourn: There being no other business Supervisor Bates adjourned the meeting at 7:00 p.m.

Mary Dort
Almira Township Clerk