

## MINUTES OF THE ALBERT TOWNSHIP BOARD MEETING HELD DECEMBER 4, 2023

Board Members, Clerk Sandy Raffin, Trustee Marsha McDonald, Trustee Dick Deska, Supervisor Michael Runyan, Treasurer John Righi was absent. Also in attendance were Fire Chief Doug Baum, Zoning Administrator Jeff McDonald, Deputy Clerk Laura Schrader, Road Commission Ted Orm, Montmorency Tribune Reporter Yvonne Swager, Recording Secretary Julie Marcotte, 4 residents were present.

Supervisor Michael Runyan called the meeting to order at 3:00 p.m.

Supervisor Michael Runyan led the Pledge of Allegiance.

Marsha McDonald made a **motion** to approve Minutes from 10/16/2023, seconded by Sandy Raffin. Motion carried with 4 yea votes. Sandy Raffin made a **motion** to approve Minutes from 11/1/2023, seconded by Marsha McDonald, motion carried with 4 yea votes. Finally, Marsha McDonald made a **motion** to approve Special Meeting Minutes from 11/22/2023, seconded by Sandy Raffin. Motion carried with 4 yea votes.

Sandy Raffin made a **motion** to approve bills from 10/17/2023-12/4/2023 totaling \$70,727.64 with additions totaling \$3,387.72, seconded by Marsha McDonald. Motion carried with 4 yea votes.

Marsha McDonald made a **motion** to approve payroll from 10/17/2023-12/4/2021 totaling \$96,469.60, seconded by Dick Deska. Motion carried with 4 yea votes.

Ted Orm gave a brief update on Road Commission projects including sanding, salting and other winter maintenance. Some road patching has been completed before the snow. The Road Commission has also hired 3 new employees.

Fire and Ambulance report received and filed.

Zoning report received and filed.

Sandy Raffin requested that the Board approve a free dump day. Marsha McDonald made a **motion** to approve the request for a free dump day on 12/13/2023 from 1:00 p.m. to 6:00 p.m., seconded by Dick Deska. Motion carried with 4 yea votes.

Sandy Raffin requested that the Township consider selling a piece of Township owned property on 489, which Smith Realty maybe be interested in for the purpose of placing a sign. There was some subsequent discussion regarding public notice requirements. Sandy Raffin made a **motion** that she would speak to the Township attorney regarding notice placement and wording, seconded by Marsha McDonald. Motion carried with 4 yea votes.

Marsh McDonald made a **motion** to approve Noise Ordinance #54, seconded by Sandy Raffin. Motion carried with 4 yea votes.

Sandy Raffin presented a bid in the amount of \$3740.00, provided by D&D Renovations, for gutters on the Pavilion which will help to remediate the current water seepage. Sandy Raffin made a **motion** to pay the required 1/3, or \$1,100.00 dollars, to both secure a spot on the Spring waiting list and take advantage of a 10% discount if paid before February, seconded by Marsha McDonald, motion carried with 4 yea votes.

Sandy Raffin provided and Election update, reporting that early voting notification with location information has been mailed and absentee applications anticipated to arrive next week.

There was discussion regarding insurance premium reimbursement for the spouse of Deputy Clerk, Laura Schrader. After some discussion, Laura Schrader asked the board if the issue was settled as Medicare enrollment deadlines were approaching. The Board answered in the affirmative however Trustee Marsha McDonald did request that prior to next open enrollment period for the Township employee insurance, our insurance representative come in and outline various insurance products and cost.

Treasurer John Righi wrote a letter to the Board explaining his recent absence due to personal issues. John has been absent from the office over the past couple weeks and anticipates that he will be resuming his normal hours/duties within the next couple of weeks. In the meantime, John requested approval to hire a part time assistant considering winter tax season and a busy upcoming election cycle. Marsha McDonald made a **motion** to make the current Secretary, Julie Marcotte, temporary full time/ without benefits, working 8:00 a.m. to 3:30 p.m. M-F and Alyssa Bartle from 8:00 a.m. to 12:00 p.m. M-F through December 29, 2023, seconded by Dick Deska. Motion carried with 4 yea votes.

There was no public comment.

Motion to adjourn at 3:50 p.m., meeting adjourned.

Respectfully submitted,

Julie Marcotte  
Albert Township Secretary