

MINUTES OF THE ALBERT TOWNSHIP PUBLIC HEARING AND BOARD MEETING HELD OCTOBER 16, 2023

Board Members, Treasurer John Righi, Clerk Sandy Raffin, Trustee Marsha McDonald, Trustee Dick Deska, Supervisor Michael Runyan was absent. Also in attendance were Dale Edwards, Al Lemcool, Albert Township Fire Department; Fire Chief Doug Baum participated via telephone; Zoning Administrator Jeff McDonald; Road Commissioner Ted Orm; County Commissioner Dell Bosler; Montmorency Tribune Reporter Yvonne Swager; Recording Secretary Julie Marcotte and 10 residents.

Treasurer Righi led the Pledge of Allegiance.

Clerk Sandy Raffin made a **motion**, that in the absence of Supervisor Michael Runyan, Treasurer John Righi Chair the Meeting, seconded by Trustee Deska. Motion carried with 4 yea votes.

Treasurer Righi opened the Public Hearing concerning the 2023 Special Assessment for the Albert Township Fire and Ambulance Department and made a **motion** to waive the reading of the Resolution, seconded by Clerk Raffin. Motion Carried with 4 yea votes.

Treasurer Righi stated that the Resolution is a request to fund 5 mills for the Fire and Ambulance Department for 2023, this upcoming winter. Treasurer Righi asked if there was any public comment and if so, please provide name and address when making comment. No comment was offered from the public. Treasurer Righi went on to explain that for the past five years the Township has been funding the Fire Department with a Special Assessment instead of a millage due to the ability to better meet the budgetary needs of the Fire Department rather than a 3- or 4-year millage resulting from the change in expenses and inflation over 4 years. It was discovered that the last two years of the millage, the budget would be stretched very thin. The Township started funding with a Special Assessment in 2018 with 4.6846 mills, which was maintained for three years. In 2021 that was raised to 4.75 mills and in 2022 it was kept at 4.75 and now the Board is asking for 5 mills, which will raise about \$100,000 more than 4.75 did in 2022. The Township is experiencing an aging fire truck and ambulance fleet which will need to be replaced. In the past the Township has tried to do is set money aside, in savings, so when it comes time to buy a new ambulance, which is expensive, the Township can pay cash and avoid borrowing from the bank and paying interest. Treasurer Righi asked if there were any questions. Greg Heska, 2085 Berkshire, asked what part or percentage of the additional \$100,000 being requested, is allocated for purchases, if there is a percentage. Treasurer Righi responded that in the past if there was a surplus, which there has been, that money is taken out and put in a savings account for Fire and Ambulance.

Dale Edwards, Gaylord, on behalf of the Fire Department and the Chief, who is listening in, wished to thank the community for their support, which has always been felt since he has been a part of the community for 10-12 years. No other public comment was offered.

Trustee McDonald made a **motion** to close the Public Hearing, seconded by Trustee Deska. Motion carried with 4 yea votes.

Trustee McDonald made a **motion** that we do a 5 mill for the Fire and Ambulance for 2023, seconded by Clerk Raffin. Motion carried with 4 yea votes. Roll call vote taken.

Trustee McDonald made a **motion** to approve the regular Meeting Minutes of October 02, 2023, as presented, seconded by Clerk Raffin. Motion carried with 4 yea votes.

Trustee Deska made a **motion** to approve the bills and additions as submitted in the amount of \$86,640 and change, seconded by Trustee McDonald. Motion carried with 4 yea votes.

Trustee Deska made a **motion** to approve the payroll as submitted in the amount of \$22,686 and change, seconded by Clerk Raffin. Motion carried with 4 yea votes.

Treasurer Righi presented the Treasurer's Report which was received and filed. Treasurer Righi made a **motion** to move \$67,000 from the General Fund, this is ARPA money, to the Water Fund as budgeted, seconded by Trustee Deska. Motion carried with 4 yea votes. Roll call vote taken.

Treasurer Righi reported that an expense report was submitted for a conference that both the Planning Commission/Zoning Board Chair (Wendy Williams) and Zoning Administrator attended. The cost for one night of hotel stay for the Planning Commission/Zoning Board Chair is being disputed as the Board states that night was unnecessary. The Zoning Administrator traveled to the conference on the day of, stayed one night and returned following the wrap-up on the second day. The cost of the conference was \$365.00 and one night for hotel was \$176.32. Clerk Raffin made a **motion** that Wendy be reimbursed for going to the conference and one night of lodging, seconded by Trustee McDonald. Motion carried with 4 yea votes.

Fire and Ambulance Report was received and filed. Dale Edwards reported that the UTV, Off-Road Rescue Vehicle, invoice has been received and the Lions Club has pledged \$5,000. A track system will need to be purchased to navigate through the snow. The Department is working with a company called Mattracks Inc. who provided a quote of \$15,826.00 which is good until the end of the month. The Fire Department is requesting \$12,181.82 be taken from the capital line item, as listed.

The Fire Department is also asking the Board to approve \$15,826.00 for the track system. Clerk Raffin made a **motion** to take \$12,181.82 from the capital outlay line #206901338 to use toward the Fire and Ambulance UTV, seconded by Trustee McDonald. Motion carried with 4 yea votes. Roll call vote taken. Dale Edwards wished to point out that there was a lot of money donated toward this project, totaling approximately \$68,000. The total invoice was about \$69,900.00 without the track system. Trustee McDonald made a **motion** to approve a track system in the amount of \$15,826.00, seconded by Trustee Deska. Motion carried with 4 yea votes. Roll call vote taken.

There was a final request from the Fire Department for approval of \$154.75 to finish the tailgate ramp project. Trustee McDonald made a **motion** to approve \$154.75 to complete the tailgate project, seconded by Clerk Raffin. Motion carried with 4 yea votes.

Treasurer Righi made a final **motion** to transfer \$10,000 from the Fire and Ambulance fund to the General fund to cover administrative expenses as agreed and budgeted in this year's budget, seconded by Clerk Raffin. Motion carried with 4 yea votes. Roll call vote taken.

Road Commissioner Ted Orm provided project and staffing shortage updates.

Zoning Administrator's report received and filed. Clerk Raffin requested that the Zoning Administrator focus on blight complaints and formal letters to homeowners. Jeff agreed to do so.

Treasurer Righi outlined the Headlee rollback including the results to Township. It would require a Ballot Initiative to roll back the Headlee Amendment to 1 mill. Clerk Raffin pointed out the savings benefit of combining this initiative with another election. Clerk Raffin made a **motion** to put the Headlee rollback on the August 2024 Presidential Primary Ballot to roll back to 1 mill, seconded by Trustee McDonald. Motion carried with 4 yea votes.

Clerk Raffin discussed the difficulty with the Township has had with the Contractor working on the Pavilion. The contract entered between the Township and the Contractor, states that the Township could terminate the contract with 7 days written notice. Clerk Raffin reported that in addition to multiple time-frames that have not been kept, there have been significant issues with workmanship. The Contractor has been provided a 7-day notice to terminate and the Township considers the relationship finalized. Treasurer Righi made a **motion** that according the Section 11 of the contract with Ed Duke Construction effective today, we are going to terminate our contract for the Pavilion, seconded by Trustee McDonald. Motion carried with 4 yea votes. Roll call vote taken.

Clerk Raffin provided an update on the winterization of the park restrooms. She also discussed a donation made to the Township by the Alsobrooks family for the installation of a walking path which the Mays had originally agreed to complete. The Alsobrooks family would like their donation money returned if the project cannot be completed. Jamie Winkleman, from Maintenance, and Clerk Raffin are going to meet with Mike May next week to see where things stand and if the Township could maybe rent equipment to begin the project.

Clerk Raffin reported that at the last Board Meeting she had requested that the DDA supply us with their Minutes and list of Member Term and expiration dates. She did receive the requested information, Chris McKenzie and Pete Stephens are both up for renewal. Clerk Raffin was advised that Shawn Huston or Gerry Smith would be contacted. The DDA did recommend both members for renewal. Clerk Raffin made a **motion** that Chris McKenzie and Pete Stephens be renewed term on the recommendation of the DDA Board, seconded by Trustee McDonald. Motion carried with 4 yea votes.

Brian Essenmacher, 2001 Eagle Point, Lewiston MI, presented a request from the Pickle Ball Club to partner with the Township for the resurfacing of the current Tennis courts, which are in need. The Pickle Ball Club would like to create shared Pickle Ball/Tennis Courts. The bid for resurfacing is \$27,450.00 and has been submitted and filed. There was discussion regarding the benefits and concessions that will need to be considered. Dale Edwards suggested that there maybe possible grant funding through the DNR for recreational projects and offered to provide the contact information of a Gaylord resident who had been instrumental in getting tennis courts in Gaylord. Trustee McDonald made a **motion** to support the placement of Pickle Ball Court resurfacing for four Pickle Ball Courts,

and one Tennis Court here in town, on next year's budget with financial support from the Pickle Ball Club. Seconded by Clerk Raffin, motion carried with 4 yea votes.

Treasurer Righi stated that the next Agenda item is ongoing concerns that the Fire Department is having with I.T. Treasurer Righi believes that it is only fair to sit down with our I.T. people and have a discussion to make sure everyone is on the same page and is in favor of a Special Meeting to discuss only that. Treasurer Righi made a **motion** that we table I.T. concerns until we can sit down with both parties, seconded by Clerk Raffin. Motion carried with 4 yea votes.

Clerk Raffin explained the shared Early Voting Agreement and the new Voter Ballot Box that is accessible only through the Clerk's office, is securely mounted and locked. The State of Michigan provided the Ballot Boxes however the municipalities are responsible for installation. Clerk Raffin made a **motion** to pay Tuthill Construction \$2,200 for the installation of the new Election Ballot Drop Box, seconded by Trustee Deska. Motion carried with 4 yea votes.

County Commissioner Dell Bolser gave a brief update outlining the most recent project which is a new security and phone system. Another problem the County is dealing with is the recruitment of new Officers for the Sheriff's Department.

One resident thanked the Board for allowing the presentation of the Pickle Ball Court discussion.

Clerk Raffin made a motion to adjourn, seconded by Trustee McDonald.

Meeting adjourned at 4:25 p.m.

Respectfully,

Julie Marcotte
Township Secretary

MINUTES OF THE ALBERT TOWNSHIP SPECIAL BOARD MEETING HELD NOVEMBER 1, 2023

Supervisor Michael Runyan called the Albert Township Special Board Meeting to order at 1:15 p.m. with Clerk Sandy Raffin, Trustee Marsha McDonald. Maintenance Supervisor Jamie Winkleman and Dave VanTubergan were in attendance as well as Zoning Administrator Jeff McDonald and Recording Secretary Julie Marcotte.

Supervisor Michael Runyan led the Pledge of Allegiance.

Sandy Raffin discussed the Harm Defense Box that was delivered after hours on Tuesday. Sandy has spoken with Lauri Jimkoski, Opioid Steering Committee, who has stated that she will be monitoring and stocking the Naloxone dispenser.

Sandy Raffin commended Maintenance Supervisor, Jamie Winkleman, for his fiscal concern and stewardship. Jamie requested that C.W. Services be paid for much needed grading of the Albert Township Main Cemetery driveway. Trustee Marsha McDonald made a **motion** to pay C.W. Services \$600.00 for grading, seconded by Sandy Raffin. Motion carried with 3 yea votes.

Sandy Raffin discussed the ongoing workmanship deficits with the Pavilion, the latest of which is water seepage into both the restroom and storage area room following recent rains. Additionally, the plumber, Chris, is owed for the purchase of fixtures and labor, and has not been paid by the Contractor. The electrician, Dan, has not yet been paid by the Contractor either and the balance owing to him is \$500.00. The electrician is satisfied waiting for payment as this matter resolves.

Marsha McDonald made a **motion** to involve the Township Attorney, seconded by Sandy Raffin. Motion carried with 3 yea votes.

Marsha McDonald made a **motion** to pay the plumber \$2000.00 and hold back \$500.00 to be paid after installation, which is agreeable to the plumber, seconded by Sandy Raffin. Motion carried with 3 yea votes.

Marsha McDonald made a **motion** to adjourn, seconded by Sandy Raffin.

Meeting adjourned at 2:55 p.m.

Respectfully,

Julie Marcotte
Recording Secretary

**MINUTES OF THE ALBERT TOWNSHIP SPECIAL BOARD
MEETING HELD NOVEMBER 22, 2023**

Supervisor Michael Runyan called the Albert Township Special Board Meeting to order at 1:00 p.m. with Clerk Sandy Raffin and Trustee Dick Deska. Attorney Brian Graham was in attendance and Secretary Julie Marcotte was present to record the meeting.

Supervisor Michael Runyan led the Pledge of Allegiance.

Supervisor Michael Runyan **moved** to go into closed session pursuant to Section 8(h) of the Open Meeting Act, being MCL 15.268(h), to consider the written memo from our attorney dated November 21, 2023, which is exempt from disclosure by Section 13(1)(g) of the Michigan Freedom of Information Act, being MCL 15.243(1)(g), since this memo is subject to the attorney-client privilege. Seconded by Clerk Sandy Raffin. Closed session began at 1:12 p.m.

Open meeting resumed at 1:25 p.m.

Supervisor Michael Runyan **moved** to authorize Township Attorney, Bryan Graham, to write a response letter to Ed Duke's attorney, seconded by Clerk Sandy Raffin. Motion carried with 3 yea votes.

There was no public comment.

Supervisor Michael Runyan **moved** to adjourn, seconded by Trustee Dick Deska.

Meeting adjourned at 1:26 p.m.

Respectfully

Julie Marcotte
Albert Township Secretary