

Ray Township Board of Trustees
Meeting Minutes
Tuesday, November 15, 2016 at 7:30 p.m.

Location: Ray Township Hall
64255 Wolcott, Ray, Michigan 48096

Present: Charles Bohm, Supervisor
Paula Artman, Clerk
Douglas Stier, Treasurer
Betty Grader, Trustee

Absent: John Zoccola, Trustee

Also present - 25 residents.

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE AND ROLL CALL

Supervisor Bohm called the meeting to order at 7:30 p.m. and the Pledge of Allegiance was recited. Supervisor Bohm, Clerk Artman, Treasurer Stier, and Trustee Grader present. Trustee Zoccola absent. Mr. Bohm recognized Clerk Artman and Trustee Zoccola who will be leaving the Board effective Monday; and acknowledged Ms. Lascoe and Mr. Jarzyna who will be taking office next week.

2. APPROVAL OF AGENDA – Mr. Bohm added three items: 10k. HCMA Easement, 10l. Advertisement for railing with CDBG funding, Handicapped Ramp 10m. Appointment of Sarah Parr, Senior Director.

MOTION by Ms. Artman to approve the agenda as presented, supported by Ms. Grader. Motion carried.

3. PUBLIC COMMENTS –

Bill Kehrer, 20015 30 Mile Rd., commended the 911 emergency response team and Volunteer Fire Department. He made a call to them two weeks ago and thanked the Fire Dept. for their help with his wife.

4. CORRESPONDENCE

- a. **Richmond Lenox Monthly Report** – Ms. Artman summarized the report from Richmond Lenox dated Nov. 3, 2016. Ms. Artman reported there were 130 runs for Ray Township reported on the SMART runs. The average response time was 9.67 minutes. Report available upon request.
- b. **Comcast - Channel Change** – Two letters were received from Comcast dated November 12 and October 31, 2016 indicating a change to the channel lineup. Letters available upon request.
- c. **Letter from Department of Licensing & Regulatory Affairs.** – Ms. Artman said this results from a letter sent by the Supervisor concerning cable lines to be provided to the rest of the township. The letter states the complaint has been closed. Letter available upon request.

MOTION by Mr. Stier to receive and file the correspondence from November 15, 2016, supported by Ms. Grader. Motion carried.

5. APPROVAL OF MINUTES – October 18, 2016

Mr. Bohm and Ms. Grader made minor corrections to the minutes.

MOTION by Ms. Grader to approve the minutes from October 18, 2016 as amended, supported by Ms. Artman. Motion carried.

6. APPROVAL OF BILLS – Mr. Stier made corrections to the list of bills, correcting one account number. Also adding a cd purchase from Private Bank in the amount of \$250,000.

MOTION by Mr. Stier to approve the bills paid through November 7, 2016, totaling \$337,294.96, supported by Ms. Grader. Motion carried.

7. OFFICER'S REPORTS –

a. Supervisor –

Due to reduction of costs, Mr. Bohm stated we will be decorating the smaller Christmas tree outside the Senior Center.

Ray Township Board of Trustees
Meeting Minutes
Tuesday, November 15, 2016 at 7:30 p.m.
Page 2

Mr. Bohm said the Priest Drain improvements have been completed, and approved in the bills list today. Regarding the tower to be put up on township property by the storage building, the matter has been returned to Engineering to address the concerns of the communities.

Regarding the Verizon tower site, and the maintenance on the driveway, Mr. Bohm is trying to get their supervisor to take care of.

The handicapped ramp railing is added to the agenda tonight. CDBG funds will be used for this item.

- b. **Clerk** – Ms. Artman thanked the Community for allowing her to be Clerk for the last 5 years and stated she enjoyed being the Ray Township Clerk.
- c. **Treasurer** – none.
- d. **Trustees** – none.

MOTION by Mr. Stier to receive and file the officers' reports for November 15, 2016, supported by Ms. Grader. Motion carried.

Ms. Grader asked the Clerk about the election and the election machines on Tuesday. Ms. Artman said they worked well. Discussion continued regarding the ballots and the new handicapped machines, and voter turnout. Ms. Artman reported a record voter turnout and stated all went well.

8. DEPARTMENT REQUESTS/REPORTS

- a. **Assessing** – Ms. Timm sent an email stating Ray Township does not have any Michigan Tax Tribunal cases for 2016.
- b. **Building Department** – Permits, Residential Finals and Temp Occupancy Report – Mr. Bohm summarized the monthly report dated 11/1/16. 17 permits were issued. They took in \$4,327.00 (Report available upon request.)
- c. **Fire Department Report** – Mr. Bohm read the report for October, detailing: 28 calls: 10 motor vehicle accidents, 1 car fire, 1 wire down, 1 mutual aid to Armada, 1 fire alarm, 1 tree down on road, 1 pole fire, 1 tree down on wires, 2 carbon monoxide calls, 1 transformer on fire and 8 medical calls. Report available upon request.
- d. **Library Report** – Mr. Bohm said the detailed report is available upon request.
- e. **Recreation Report** – The trunk and treat event was successful. Thank you to Blake's and Verellens for donations. The next event is the Christmas tree lighting on Dec. 7. Future events include a Red Wing Hockey game at Joe Louis arena. (Report available upon request).
- f. **Senior Report** – LuAnne Kandell thanked the Board for serving as Senior Director for the past 4 years, she will be resigning to serve as Lenox Township Clerk. During Oct. Seniors enjoyed a mystery lunch at the Polish American Cultural Center and trip to Hell MI. There are trips set up for Seniors for the 2017 calendar year with Kathy at New Baltimore. In November a mystery lunch on Nov. 10 and casino trip on Nov. 17. (full report available).
- g. **Budget Report** – The report is through September 2016. Anything above or below 50% needs to be looked at. If you have any questions, please call Doug or Mr. Bohm.

MOTION by Ms. Artman to receive and file the department requests and reports as presented, received at the meeting of November 15, 2016, supported by Ms. Grader. Motion carried.

9. UNFINISHED BUSINESS

- a. **Taylor Blight** - Mr. Bohm said the Taylor violation is in court and on schedule.
MOTION by Ms. Artman to table 9a. the Taylor Blight matter, supported by Ms. Grader. Motion carried.
- b. **Businesses in Residential Areas** – The letter from the attorney was distributed to the Board. Ms. Grader has distributed a letter as well. Tabling was suggested.
MOTION by Ms. Grader to table action in b. Businesses in Residential Areas until the next meeting for more information, supported by Mr. Stier. Motion carried.
- c. **Tupper Violation** – Mr. Bohm informed the Board the Tupper case has been bound over for trial.

MOTION by Ms. Artman to table 9c. the Tupper Violation, supported by Mr. Stier. Motion carried.

- d. **Letter from Michigan Department of Treasury – Corrective Action Plan** – Mr. Bohm said we have written a letter to the state responding we have turned on a feature of our PONTUM accounting software that will warn our accountant when she posts an invoice that paying this invoice will result in an over budget situation. We are waiting for a response from the State.

MOTION by Ms. Artman to table 9d. to the Corrective Action Plan to the State of Michigan, Michigan Department of Treasury, supported by Mr. Stier. Motion carried.

10. NEW BUSINESS

- a. **Heritage Oaks Complaint** – Mr. Bohm said they have met with the Planners and have taken steps to correct the matter. Discussion continued regarding amending the SLU. It was decided no action will be taken at this time.

MOTION by Ms. Artman to remove the Heritage Oaks Complaint from the agenda, supported by Mr. Stier. Motion carried.

- b. **Visnick Complaint** – The complaint was discussed. The attorney’s response was distributed to the Board and the position of the planners’ was discussed.

MOTION by Mr. Stier to authorize the Clerk to forward the opinion of our attorney and contact the County Animal Control to allow the Visnick’s to obtain a certificate of non-conforming for the kennel operation at their residence on 30 Mile Rd., supported by Ms. Grader. Motion carried.

- c. **2017 Legal Holiday Policy**

MOTION by Mr. Stier to accept the 2017 Legal Holiday Policy as presented, supported by Ms. Grader. Motion carried.

- d. **2017 Statutory Public Meeting Notice**

MOTION by Mr. Stier to approve the Statutory Public Meeting Notice as presented, supported by Ms. Grader. Motion carried.

- e. **Abandoned Buildings** – Mr. Bohm suggested removing this item from the agenda.

MOTION by Mr. Stier to remove 10e from the agenda, supported by Ms. Artman. Motion carried.

- f. **Poverty Asset Test – 2017 Assessments Kelly Timm, Assessor**

MOTION by Mr. Stier to approve the Poverty Asset Test-2017 Assessments submitted by Assessor Kelly Timm, supported by Ms. Grader. Motion carried.

- g. **Poverty Guidelines, 2017 Assessments Kelly Timm, Assessor**

MOTION by Mr. Stier to accept the Poverty Guidelines -2017 Assessments through P.A. 390 submitted by our Assessor Kelly Timm, supported by Ms. Grader. Motion carried.

- h. **Resignation of Senior Program Director – LuAnne Kandell –**

MOTION by Mr. Stier to accept the resignation of Senior Program Director, LuAnne Kandell, with regret, supported by Ms. Artman. Motion carried.

- i. **Budget Modifications** – Mr. Stier stated this program is working well.

MOTION by Mr. Stier to accept the Budget Modifications as presented, supported by Ms. Artman. Motion carried.

- j. **MTA Training - Supervisor and Clerk** – This is for the newly elected officials. It was questioned whether it was ok to legally approve this training before the officials are sworn in.

MOTION by Mr. Stier to remove 10j MTA Training from the agenda, supported by Ms. Artman. Motion carried.

- k. **HCMA Easement** - Discussion commenced regarding the proposed easement submitted. The path, the property and access to the river was discussed. The attorney suggests changes to the agreement per Mr. Bohm.

MOTION by Mr. Stier to not consider the easement presented from HCMA, supported by Ms. Artman.

A roll call vote was taken:

Ray Township Board of Trustees
Meeting Minutes
Tuesday, November 15, 2016 at 7:30 p.m.
Page 4

Mr. Stier: yes
Ms. Artman: yes
Ms. Grader: yes
Mr. Bohm: no

Motion passed by a vote of 3-1. Motion carried.

I. Handicapped ramp advertisement –

MOTION by Mr. Stier to allow the Clerk to advertise for bids for the railing for the handicapped ramp on the north side of the building, supported by Ms. Grader. Motion carried.

m. Appointment of Sarah Parr, Senior Director, Activities. Mr. Bohm stated Ms. Parr was selected as the best candidate, with the best qualifications.

MOTION by Mr. Stier to allow the Supervisor to hire Sarah Parr as Senior Director, Activities, at the rate of \$14.06/hour, supported by Ms. Artman. Motion carried.

11. PUBLIC COMMENTS –

Mr. Kaczmareck, 61224 Kunstman spoke, he inquired about the 4-hour meeting held Friday, August 14, with the Township Attorney and residents concerning himself and his property. He said he was never personally contacted and never notified. He said no one came to his house. He wanted this noted. He presented his details to the Clerk.

12. ADJOURNMENT –

MOTION by Mr. Stier to adjourn at 8:54 p.m., supported by Ms. Grader. Motion carried.

Charlie Bohm, Supervisor Paula Artman, Clerk Date

Respectfully submitted,
Marcia Jamroz, Recording Secretary