

RAY TOWNSHIP TOWSHIP BOARD OF TRUSTEES  
MEETING MINUTES  
TUESDAY, MARCH 20, 2018 AT 7:00 P.M.  
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Location: Ray Township Hall  
64255 Wolcott. Ray, MI 48096

Present: Joe Jarzyna, Supervisor  
Lori Lascoe, Clerk  
Doug Stier, Treasurer  
Charlie Bohm, Trustee  
Betty Grader, Trustee

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE AND ROLL CALL.  
Supervisor Jarzyna called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited. All members were present.
2. APPROVAL OF AGENDA:  
**MOTION by Stier supported by Lascoe to move item 10. e. Budget Modification to item 5.5 after minutes and before current bills list on the agenda.**  
**MOTION carried.**  
  
**MOTION by Bohm supported by Stier to approve the agenda as amended.**  
**MOTION carried.**
3. Correspondence:
  - a. 3-3-18 Michael & Vickie Harrington – regarding improvement in the re-ditching along 31 Mile Road.
  - b. 3-6-18 Gerald & Arletta Forsythe – regarding the success of the clean-out of the Priest Drain.
4. PUBLIC COMMENTS: Supervisor Jarzyna asked anyone that would like to speak to come to the podium and state their name and address.  
  
There were no public comments.
5. APPROVAL OF MINUTES – February 20, 2018 & March 1, 2018  
**MOTION by Grader supported by Stier to approve the minutes from February 20, 2018 as presented.**  
**MOTION carried.**  
  
**MOTION by Bohm supported by Grader to approve the minutes from March 1, 2018 as corrected.**  
**MOTION carried.**
- 5.5. Budget Modification – *Item was moved from 10. e.*  
  
**MOTION by Bohm supported by Lascoe to approve Budget Modifications as presented.**  
**MOTION carried.**
6. APPROVAL OF CURRENT BILLS LIST & UNKNOWN REMAINING BILLS FY 2017-2018  
**MOTION by Stier supported by Bohm to approve the bills list dated March 12, 2018 for \$71,324.71.**  
**MOTION carried.**  
  
**MOTION by Stier supported by Bohm to allow payment of remaining unknown bills FY 2017-2018 through March 31, 2018.**  
**MOTION carried.**

7. OFFICER'S REPORTS

- a. Supervisor Jarzyna reported he received notice that the Macomb County Sheriffs Trustee Inmate Spring Clean-up program is available if interested.

Jarzyna reported he attended a second meeting with the Department of Roads, \$30,000.00 was being offered by the County to communities for Phragmite control with a 50/50 cost share. The program is only offered in the County right of ways.

- b. Clerk Lascoe reported the Macomb Community College Special Election will be May 8, 2018 and the last day to register to vote is April 9, 2018. The permanent absentee applications were mailed on March 19, 2018.

Lascoe reported she attended the Michigan Municipal Clerks seminar training in Mt. Pleasant.

Lascoe reported the Open and Outdoor Burning Ordinance was published in The Record newspaper and will be effective April 7, 2018.

- c. Treasurer Stier reported that 2469 tax bills were mailed and that only 150 or .094% went delinquent.  
d. Trustees Grader – nothing to report

Trustee Bohm commended the Macomb County Department of Roads on completing the installation of the culvert on New Haven Road in three weeks. He stated the project was very well done and asked the Supervisor to pass his comment onto the Department of Roads.

**MOTION by Lascoe supported by Bohm to receive and file the officers' reports.  
MOTION carried.**

8. DEPARTMENT REQUEST/REPORTS

- a. Assessing  
b. Budget Report  
c. Building Department  
d. Fire Department Report  
e. Library Report  
f. Recreation Report  
g. Senior Report  
h. SMART/Richmond Lenox EMS Report  
i. Salary, Wage and Benefit Committee Recommendations

Jarzyna reviewed the department reports for February 2018.

**MOTION by Stier supported by Grader to receive and file the Department Requests/Reports for February 2018.**

**MOTION carried.**

9. UNFINISHED BUSINESS

- a. CDBG Library ADA Door Opener.

Lascoe reported the pre-con meeting was held today at 11:30 a.m. and Clinton Valley Products will order the unit and begin the project within the next six weeks.

**MOTION by Lascoe supported by Bohm to Table the CDBG Library ADA Door Opener until the job is completed.**

**MOTION carried.**

b. Consent Judgment for Four Star Development proposed sewer with Shelby Township  
Stier reported he spoke with the Shelby Township Treasurer and he advised him the Ray Township attorney and Shelby Township attorney should begin conversations.

**MOTION by Bohm supported by Lascoe to table discussion until next meeting.  
MOTION carried.**

c. Lawn Maintenance Bids for Township Office, Park & Cemeteries Bids  
Stier reported that no bids have been received for mowing the cemeteries.

**MOTION by Bohm supported by Grader to table until treasurer receives pricing.  
MOTION carried.**

d. Fire Hall – Insurance Claim  
Jarzyna reported that no bids have been received.

**MOTION by Stier supported by Grader to table until bids have been received.  
MOTION carried.**

10. NEW BUSINESS

a. 2018-2019 Budget Approval; General Operating, Fire and Building.

**MOTION by Bohm supported by Stier to approve 2018-2019 General Operating Budget as presented.  
MOTION carried.**

**Motion by Stier supported by Grader to approve 2018-2019 Building Operating Budget as presented.  
MOTION carried.**

**MOTION by Bohm supported by Grader to approve 2018-2019 Fire Operating Budget with correction to wages to include office clerical/including Fire Chief's salary.  
MOTION carried.**

b. Resolutions; Restrict General Funds to Operate the Township–2018-02, Restrict Fire Operating Funds to Operate Fire & Rescue-2018-03, Restrict Equipment Funds to Operate Fire & Rescue-2018-04 and Township Officers Salary-2018-05.

**MOTION by BOHM supported by Stier to Adopt Resolution to Restrict General Funds to Operate the Township, Resolution Number 2018-02.**

Whereas: That this resolution will restrict the general funds allotted to operate the Township Budget between April 1, 2018- November 30, 2018.

Whereas: That estimated amount to be restricted is \$450,916.64.

Now, Therefore, be it hereby resolved: That as of April 1, 2018 the Township will reserve funds in the amount of \$450,916.64 to cover the anticipated operational cost incurred by the Township until November 30, 2018.

For this Resolution: Yes: Bohm, Stier, Grader, Lascoe, Jarzyna.

No: None.

Absent: None.

**MOTION carried.**

**MOTION by Bohm supported by Stier to Adopt Resolution to Restrict Fire General Funds to Operate the Township Fire and Rescue, Resolution 2018-03.**

Whereas: That is resolution will restrict the general funds allotted to operate the Fire and Rescue Budget between April 1, 2018- November 30, 2018.

Whereas: That estimated amount to be restricted is \$200,950.00.

Now, Therefore, be it hereby resolved: that as of April 1, 2018 the Township Fire and Rescue will reserve funds in the amount of \$200,950.00 to cover the anticipated operational cost incurred by the Township Fire and Rescue until November 30, 2018.

For this Resolution: Yes: Bohm, Stier, Lascoe, Grader, Jarzyna.  
No: None.  
Absent: None.

**MOTION carried.**

**MOTION by Bohm supported by Stier to Adopt Resolution to Restrict Fire General Funds to Operate the Township Fire and Rescue, Resolution 2018-04.**

Whereas: That is resolution will restrict the equipment funds allotted to operate the Fire and Rescue Budget between April 1, 2018 - November 30, 2018.

Whereas: That estimated amount to be restricted is \$133,935.00.

Now, Therefore, be it hereby resolved: that as of April 1, 2018 the Township will reserve funds in the amount of \$133,935.00 to cover the anticipated equipment cost incurred by the Township until November 30, 2018.

For this Resolution: Yes: Bohm, Stier, Grader, Lascoe, Jarzyna.  
No: None.  
Absent: None.

**MOTION carried.**

**MOTION by Bohm supported by Stier to Adopt Resolution to Establish Township Officers' Salaries, Resolution 2018-05.**

**BE IT RESOLVED:** that this resolution is subject to MCLA 41.95(3). In a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.

**BE IT RESOLVED:** That as April 1, 2018 the salaries of the Township Board Members shall be as follows:

Supervisor: \$34,350.00 + \$300/month medical inclusive of assessing duties

Clerk: \$34,350.00 + \$300/month medical inclusive of election duties

Treasurer: \$34,350.00 + \$300/month medical inclusive of winter & summer tax collection

Trustee: \$6,282.00 each.

For this Resolution: Yes: Bohm, Stier, Grader, Lascoe, Jarzyna.  
No: None.  
Absent: None.

**MOTION carried.**

c. Request approval of Employee Manual Appendix 1, 2 and 3.

Jarzyna stated that the office staff will not be receiving salary increases this year due to the percentage of salary increases given in 2017. He stated the Planning and Zoning Clerk received a 5.3% increase, the Accountant received 5.3% increase, the Office Assistant received a 7.5% increase and the Maintenance received 15% increase since the position was made full time. He stated the Senior Director is receiving a .50 cent per hour increase, since the 90-day review was not conducted, and she has not received a salary increase since she was hired.

**MOTION by Bohm supported by Stier to approve Ray Township Compensation Schedule Appendix 1.**

**MOTION carried.**

**MOTION by Stier supported by Lascoe to approve Assessors benefits Appendix 2-A\*\* as presented.**

**Opposed: Bohm.**

**Motion carried.**

**MOTION by Stier supported by Lascoe to approve Fire Chief's benefits as an employee Appendix 3 as presented.**

**MOTION carried.**

d. Request for Treasurer & Deputy Treasurer to attend MI Municipal Treasurers Assoc. Conferences.

**MOTION by Grader supported by Lascoe to approve for the Treasurer to attend the Advance Training Institute, May 7-9, 2018 at the cost of \$325.00 plus lodging.**

**MOTION carried.**

Stier stated he would like the Board's approval for the Deputy Treasurer to attend the Treasurer Basic Training Institute at the of cost \$550.00 plus lodging and mileage.

Bohm asked for clarification for the deputy to attend, he does not feel it is necessary to educate. Stier stated it is very valuable training and the Township has not normally denied education.

**MOTION by Stier supported by Grader to approve cost to of \$550.00, plus lodging and mileage for the Deputy Treasure to attend the Treasurer Basic Training Institute April 15-20, 2018.**

**Opposed: Bohm.**

**MOTION carried.**

e. Budget Modifications. – *Agenda Item moved to 5.5.*

f. Employee request.

**MOTION by Bohm supported by Grader to allow employee request.**

**MOTION carried.**

g. Calcium Chloride Dust Control Contract for 2018 with Macomb County Road Commission. Jarzyna that two (2) applications of well brine is recommended.

**MOTION by Stier supported by Lascoe to allow Supervisor to enter into agreement for two applications at no cost to Ray Township.**

**MOTION carried.**

**MOTION by Bohm supported by Stier to Contract Limestone Application with Macomb County Department of Roads for 90/10 split cost. Ray Township cost \$22,000.00.**

**MOTION carried.**

11. PUBLIC COMMENTS:

Terry Goike, 21122 32 Mile Rd, provided information for Library's upcoming events.

Bill Kehrer, 20015 30 Mile Rd, stated house on 26 Mile Road between Hayes and Romeo Plank and house on 29 Mile are abandoned and are not being taken care of. What is Township doing to address the issue.

12. ADJOURNMENT

**MOTION by Stier supported by Bohm to adjourn the meeting at 8:16 p.m.**

**MOTION carried.**

\_\_\_\_\_  
Joe Jarzyna, Supervisor

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Lori R. Lascoe, Clerk

\_\_\_\_\_  
Date

Respectfully submitted,  
Lisa Hall, Recording Secretary