

RAY TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES  
TUESDAY, OCTOBER 20, 2020 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

Also Present: Stacy Sobotka, Lisa Hall, Assistant Chief McKee

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES & ROLL CALL.

Supervisor Jarzyna called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited. Clerk Lascoe called roll; Jarzyna, Lascoe, Stier, Bohm and Grader were present.

2. APPROVAL OF AGENDA –

Lascoe added agenda items: 9 g. Recreation Report – *added to the Agenda*

11. f. Fire & Rescue Department to Participate in the Michigan Mutual Aid Box Alarm System Division Resolution No. 2020-11

**MOTION by Lascoe supported by Bohm to approve the agenda as amended.  
MOTION carried.**

3. CORRESPONDENCE:

Lascoe stated Richmond Lenox EMS will be holding a drive thru flu vaccination clinic on Friday, October 23<sup>rd</sup>, 2020 from 8:30 a.m. to 12:30 p.m. There is no charge and face masks are required.

Lascoe announced Macomb County Office of Senior Services is offering a free SHIPT membership for seniors 60+ who are residents of Macomb County. Residents can visit the website and sign up for the free membership or call 586-469-5228.

**MOTION by Bohm supported by Grader to receive and file correspondence.  
MOTION carried.**

4. PUBLIC COMMENTS: - *For Agenda Items* -Members of the public will only be able to speak during the public comments portion of the meeting and will be limited to three minutes per person.

Supervisor Jarzyna asked anyone that would like to speak to come to the podium and state their name and address.

No public comments at this time.

5. APPROVAL OF MINUTES – September 15, 2020

**MOTION by Grader supported by Lascoe to approve the minutes from September 15, 2020 as submitted.  
MOTION carried.**

6. BUDGET MODIFICATION

Stier stated requested to move \$2,780.00 from the Highway Improvement and put it in the Disaster Control. He recommended moving \$900.00 from Land Improvement and put it into the Disaster Control. Further explained the funds in the Disaster Control account would be for the Macomb County Public Works Drain Maintenance Program.

Jarzyna stated it was short because of the gypsy moth spray program.

**MOTION by Bohm supported by Lascoe to approve the budget modification as submitted.  
MOTION carried.**

7. APPROVAL OF BILLS LIST

Stier stated the bills list total is \$62,970.74. He asked if anyone had any questions regarding the bills list.

**MOTION by Stier supported by Lascoe to approve the bills list totaling \$62,970.74.**

**FOR THIS MOTION: Yes: Stier, Lascoe, Grader, Jarzyna**

**No: None.**

**MOTION carried.**

8. OFFICER'S REPORTS

- a. Supervisor Jarzyna reported the two single waste haulers who attended the mandatory pre-bid meeting asked that the bid submission date be extended to November 4, 2020 at 10:00 a.m. and the bid opening be scheduled to November 5, 2020 at 10:00 a.m. Further stated GFL and Priority Waste were the only companies that attended the pre-bid meeting.

Stier asked if any other bids are received will they be null and void, if they did not attend the pre-bid meeting?

Jarzyna advised that is correct. Further stated the item would be discussed on the agenda item.

- b. Clerk Lascoe reported the Clerks' Office will be OPEN on Saturday, October 31, 2020 from 8:30 a.m. to 4:30 p.m., to obtain an absentee ballot and to Register to Vote. She recommended for residents to utilize the Township drop box inside and outside of the office to return the absentee ballot and/or application. All absentee ballots must be returned by Election Day, November 3, 2020 by 8:00 p.m. to be counted. Further stated 1,197 absentee ballots have been issued.

Lascoe reported she has received a \$5,000.00 grant from Center for Tech and Civic Life which is a nonprofit organization for elections. The grant is for operationalizing safe and secure election administration which can be used for temporary staffing, election equipment, cleaning expenses of the polls and for video camera for the ballot box. The funds would have to be used by 12-31-2020 and a report would have to be submitted by 1-31-2021 to Center for Tech and Civic Life on how the funds were spent.

- c. Treasurer Stier stated he will be sending out the tax collection agreement letter to the school districts. Stier stated that the Clerk's office has been very busy and as of today 59% of the absentee ballots issued have been returned. This should prove to be a very busy election.
- d. Trustees Grader had nothing to report.

Trustee Bohm had nothing to report.

**MOTION by Grader supported by Bohm to receive and file the Officer's Report as presented.**

**MOTION carried.**

9. DEPARTMENT REQUEST/REPORTS

- a. Assessing  
b. Budget Report  
c. Building Department  
d. Fire Department Report  
e. Library Report – no report was submitted.  
f. SMART/Richmond Lenox EMS  
g. Recreation Report – *added to the Agenda*

Jarzyna reviewed the September department monthly reports.

**MOTION by Bohm supported by Grader to receive and file the September 2020 Department Reports.**

**MOTION carried.**

10. UNFINISHED BUSINESS

a. Review 2021 Single Waste Hauler Collection and Disposal Program and Proposal Form

Jarzyna stated the mandatory pre-bid meeting was held on October 15, 2020 with Bob Seibert, Township Attorney on speaker phone to answer any questions regarding the bid package. He stated the request to change the submission deadline to November 4, 2020 at 10:00 a.m. and the bid opening to November 5, 2020 at 10:00 a.m. would only need to be advertised on the MITN.

**MOTION by Bohm supported by Lascoe to approve the bid submission date deadline to November 4, 2020 at 10:00 a.m. and the bid opening date to November 5, 2020 at 10:00 a.m.**

**MOTION carried.**

b. CD's/MMA in the due to/due from General and Fire Accounts

Stier stated at the September 15, 2020 the Board of Trustees meeting the Board approved for the Treasurer and Accountant to work on the due to/due from accounts and determine what CD's go with what account.

Bohm asked if they would remain in due to/due from.

Stier stated that upon maturity they will be split into separate accounts.

Bohm stated he spoke with the Accountant and she understands the due to/due from accounts.

Stier stated the BS&A software has brought a new lite to any inconsistencies and should make the audit even smoother.

Bohm stated the accrual method will help.

**MOTION by Stier supported by Bohm to receive and file CD and Money Market accounts with the maturity dates.**

**MOTION carried.**

c. PTO update manuals from Vacation and sick to PTO along with FMLA

Lascoe stated the Employee manual will need to be updated to reflect the paid time off as required by the Paid Medical Leave Act. Further stated the Township Attorney would need to prepare the update.

**MOTION by Grader supported by Lascoe to Table PTO/ FMLA for the Township Attorney to update the necessary language for the employee manual.**

**MOTION carried.**

11. NEW BUSINESS

a. Resolution of Adoption 2021-2025 Parks and Recreation Plan 2020-10.

Lascoe stated the Board approved the Parks and Recreation Plan at the September 15, 2020 meeting and the State requires an adopted resolution to submit with the plan.

**MOTION by Lascoe supported by Stier to approve the Resolution of Adoption 2021-2025 Parks and Recreation Plan, Resolution Number 2020-10.**

**Resolution of Adoption  
2021-2025 Parks and Recreation Plan  
Resolution Number: 2020-10**

**WHEREAS, Ray Township has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2021 through 2025, and**

**WHEREAS, Ray Township began the process of developing a Parks and Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and**

**WHEREAS, residents of the Ray Township were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and**

**WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of more than 30 days, and**

**WHEREAS, a public hearing was held on September 8, 2020 to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the Parks and Recreation Plan, and**

**WHEREAS, Ray Township has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for Township, and**

**WHEREAS, after the public hearing, the Ray Township Board of Trustees voted on Tuesday, September 15, 2020 to adopt said Ray Township 2021 – 2025 Parks and Recreation Plan.**

**FOR THIS RESOLUTION: AYES: Lascoe, Stier, Bohm, Grader, Jarzyna  
NAYS: None.**

**The Clerk declared the resolution adopted.**

- b. Request to participate in Drain Maintenance Match Program for the Priest Drain.

Jarzyna stated the Priest Drain between 30 and 31 Mile Roads has a lot of large trees located in the drain causing blockage to the area. He provided a map to the Board showing the location of the Priest Drain clean out area. He stated Ken Goike of the Macomb County Public Works has advised the area of the drain needs to be cleaned out and recommended the match program with Ray Township portion of \$6,000.00 and Macomb County Drain Maintenance match program of \$6,000.00 for a total of \$12,000.00.

**MOTION by Lascoe supported Stier to approve participation with Macomb County Public Works drain match maintenance program, Ray Township community match \$6,000.00.**

**FOR THIS MOTION: Yes: Lascoe, Stier, Grader, Bohm, Jarzyna  
No: None.**

**MOTION carried.**

- c. Request to reappoint Recreation Committee member.

Jarzyna recommended the reappointment of Mike Viaene to the Recreation Committee.

**MOTION by Stier supported by Bohm to accept Supervisor Jarzyna's recommendation to re-appoint Mike Viaene to the recreation committee for two years.**

- d. Room Request; MSU Extension.

Jarzyna stated the MSU Extension has money available from the County CARES Task Force to help farmers. They have requested to use the room on Thursday, November 5<sup>th</sup>, 2020 from 4 p.m. to 8 p.m. to provide information about the program and help farms complete the grant applications online. Further stated they need a facility with a strong internet connection.

Bohm questioned why that date since many farmers will still be harvesting.

Stier stated his concern regarding allowing the use of the room to MSU but not to the seniors or the Lions club.

Jarzyna stated that is a valid concern, however, this is a one-time use for Covid-19 assistance for area farmers that may not know about the assistance or how to apply for it.

Grader stated the MSU Extension event is not a social event.

**MOTION by Stier supported by Grader to approve the Room Request for MSU extension on Thursday, November 5, 2020 from 4:00 p.m. to approximately 8:00p.m.  
MOTION carried.**

e. Room Evaluation for activities from the Township Attorney.

Jarzyna stated he has discussed the current state of senior activities/gatherings with the Township Attorney, Bob Seibert due to covid-19. He stated that activities could possibly resume in the senior center, however, social distancing would be required, food cannot be served, there would be no activities using shared items and no trips. He stated Lenox, Richmond, and Shelby Township have cancelled programs until next year. Further stated Romeo, Washington, Bruce Parks and Recreation are holding limited senior activities with registration required for all events and the number of participants is limited.

Bohm asked if anyone is pressing the Township to open for activities?

Jarzyna stated some seniors have inquired when activities would resume. He suggested offering a drive through Christmas meal along with a gift for seniors which they would have to register.

Bohm stated with the current situation no one knows what the Michigan Legislature will do.

Jarzyna stated based on the Township Attorney's recommendation the Township should continue as we have been and reevaluate after the first of the year.

The Board concurred to continue to move forward as we have been and reevaluate after January 1, 2021.

f. Resolution for Approval of the Ray Township Fire & Rescue Department to Participate in the Michigan Mutual Aid Box Alarm System Division; Resolution Number 2020-11 – *Added to Agenda*

Assistant Chief, Nate McKee stated the Resolution is a renewal for the Mutual Aid Box Alarm System.

**MOTION by Stier supported by Grader to adopt Resolution of approval for the Ray Township Fire & Rescue Department to participate in the Michigan Mutual Aid Box Alarm System Division; Resolution Number 2020-11.**

**RESOLUTION FOR APPROVAL OF THE RAY TOWNSHIP  
FIRE & RESCUE DEPARTMENT TO PARTICIPATE IN  
THE MICHIGAN MUTUAL AID BOX ALARM SYSTEM DIVISION  
Resolution Number: 2020-11**

**WHEREAS, the Township of Ray has the power, privilege and authority to maintain and operate a fire department providing fire protection, fire suppression, emergency medical services, technical rescue, hazardous incident response, and other emergency response services (“Fire Services”); and**

**WHEREAS Fire Services can further be improved by cooperation between political subdivisions during times of public emergency, conflagration or disaster (“Incidents”); and**

**WHEREAS, the Michigan Constitution of 1963, Article 7, Sec. 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Public Acts of 1967, Ex. Sess., being MCL 124.501 et seq. (the "Act"), permit a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common and which each might exercise separately; and**

**WHEREAS the Township of Ray desires to enter into an interlocal agreement, pursuant to the Act, to further improve Fire Services; and**

**WHEREAS, the Mutual Aid Box Alarm System (MABAS), is a mechanism that may be used for deploying personnel and equipment in a multi-jurisdictional or multiagency emergency mutual aid response; and**

**WHEREAS as a result of entering into an interlocal agreement to further improve Fire Services, the Parties are creating the Michigan MABAS Division; and**

**WHEREAS Township Supervisor and Township Clerk have the authority to execute this Agreement pursuant to resolution of its governing body; and**

**WHEREAS the Township of Ray desires to commit personnel and equipment to another Party if deemed reasonable upon the request of another Party; and**

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF RAY, MACOMB COUNTY, MICHIGAN FINDS:**

**It is in the best interest of its citizens from a safety and fiscal standpoint to enter into the Interlocal Agreement as part of the existing MABAS Division 3204 (Macomb) Macomb County, Michigan MABAS Division and agrees to appoint one member as a representative to the MABAS 3204.**

**FOR THIS RESOLUTION: AYES: Stier, Grader, Lascoe, Bohm, Jarzyna**

**NAYS: none.**

**RESOLUTION DECLARED ADOPTED.**

12. PUBLIC COMMENTS : None

13. ADJOURNMENT

**MOTION by Stier supported by Bohm to adjourn the meeting at 7:41p.m.**

**MOTION carried.**

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Joe Jarzyna, Supervisor

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Lori R. Lascoe, Clerk

\_\_\_\_\_  
Date

Lisa Hall, Recording Secretary