

RAY TOWNSHIP TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
TUESDAY, APRIL 4, 2017 AT 7:30 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: Five residents. (Attendance record on file with the Clerk).

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE AND ROLL CALL.
Supervisor Jarzyna called the meeting to order at 7:30 p.m. The Pledge of Allegiance was recited. All members were present.
2. APPROVAL OF AGENDA:
**MOTION by Bohm supported by Lascoe to approve the agenda as presented.
MOTION carried.**
3. PUBLIC COMMENTS: Supervisor Jarzyna asked anyone that would like to speak to come to the podium and state their name and address.

Paula Artman, 63560 Indian Trail, asked if there were agendas for the public.

Lascoe apologized for not having copies of the agenda for the public and made copies of the agenda.

4. LIMESTONE APPLICATION- Supervisor Jarzyna stated he contacted the Lenox Township Supervisor to see if they would share the cost of the limestone for Omo Road from 31 Mile Road to 32 Mile Road, which would be a half mile. He provided a map to the Board showing the roads that have had limestone applied in the past. He recommended limestone to be applied east of North Avenue, on 31, 30 and 28 Mile Roads to the Township line and if there is any left over for 29 Mile Road.

Discussion was held on the traffic counts and future roads for limestone application.

Michelle Kouri, 20861 30 Mile Road, asked if the gravel roads would be graded again because of the wet weather conditions.

Bohm stated there are two levels of grading before the chloride is applied to the roads.

**MOTION by Stier supported by Bohm to authorize the Supervisor to negotiate with the Macomb County Road Commission for the limestone application for half of Omo Road from 31 Mile Road to 32 Mile Road and east of North Avenue for 31, 30, 28 Mile Roads and if possible 29 Mile Road.
MOTION carried.**

5. CLARIFICATION OF RESOLUTION NUMBER: 2017-6, RE: TRUSTEE WAGES FOR ATTENDING SCHEDULE MEETING.

Supervisor Jarzyna stated the trustees' wages are on the agenda for clarification, regarding the attendance of scheduled meetings and the \$150.00 for attending a meeting and if there are more than one meeting per month.

Grader stated the approved compensation schedule for the trustee wages are no more than \$6,282.00. The resolution approved states \$150.00 for attending scheduled meeting. She stated the Board has a salary and are elected to office and could have three meetings in one month and a trustee may not be able to make all the meetings because of a funeral or family commitment.

Bohm stated the annual trustee wages are a flat rate of \$4,482.00 and \$150.00 for attending the scheduled meeting. He stated the wages were changed because a trustee was a snowbird and missed a couple of months each year.

Lascoe provided two resolutions for the Board to consider, for the trustee wages at \$4,482.00 each plus \$150.00 per month for attending the monthly scheduled meeting, as adopted on November 15, 2016. Or option 2 with the trustee wages at \$6,282.00 each.

MOTION by Stier supported by Bohm to adopt Option 2 – Resolution Number: 2017-06-A.

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 of April 1, 2017 the salaries of the Township Board Members shall be as follows:

Supervisor: \$34,350.00 + \$200/month medical inclusive of assessing duties

Clerk: \$34,350.00 + \$200/month medical inclusive of election duties

Treasurer: \$34,350.00 + \$200/month medical inclusive of winter & summer tax collection

Trustee: \$6,282.00 each.

FOR THIS RESOLUTION: Yes: Stier, Bohm, Grader, Lascoe, Jarzyna

No: None.

MOTION carried.

6. **ASSESSOR BENEFITS.** –Supervisor Jarzyna stated the Assessor has been employed with the Township for fifteen years. He stated she started with a six-month contract and was hired as an employee in May 2001. He explained in 2013, the Assessor was given 120 hours of vacation which was done in error and then in January, 2016 the Board reduced her vacation time to 16 hours. He stated she did not have a wage increase for nine years. He stated in 2002 the Assessor was paid \$45,000.00 and had an assistant.

Paula Artman, 63560 Indian Trail, asked what hours the Assessor works.

Jarzyna stated her hours in the office are Tuesday and Thursdays from 9:00 a.m. – 1:00 p.m. He stated that does not include field work of measuring, taking pictures and field sheets. He stated Richmond Township pays \$18.00 per parcel to have the tax roll certified and the County would charge \$20.00 per parcel to certify the tax roll. He stated he also contacted Bruce Township and the Assessor is in the office eight hours a week and has a salary of \$49,000.00 with full benefits and two assistants. He explained the Assessor wages equal to \$14.70 per parcel since Ray Township has 2,470 parcels. He stated he is recommending thirty-two vacation hours for the Assessor. Further stated the Assessor must be an employee by law.

Grader questioned the vacation benefits for full time employees.

Bohm stated the item was tabled from the previous meeting and hoped the Board read all of the minutes regarding the Assessor benefits. He stated the Assessor was not getting the work completed because she had too much vacation time. Further stated he made the error of 120 hours of vacation time.

Jarzyna asked if that was when the Township gave the Assessor 120 hours of vacation in error.

Lascoe stated in the employee handbook it states after ten years of employment, four weeks of vacation is earned; for the Assessor position it would be 32 hours. Further stated the employee manual does not reflect the Assessors hours for the Board of Review or Tax Tribunal.

Jarzyna stated the Township is saving ten-thousand dollars based upon the Richmond Township rates. Further stated the Assessor was upset with the Boards decision to reduce her vacation time to sixteen hours.

Kevin Brown, 18955 29 Mile Road, asked what documentation is required for the Assessor and her work schedule.

Jarzyna stated the Assessor is a level III and has to have a certified tax roll and pass the AMAR review.

Paula Artman, 63560 Indian Trail asked if the Township needs to have a level III Assessor. Further stated the Board had many meetings regarding the Assessors benefits.

Jarzyna stated the Township is required to have a Level II Assessor with the current tax roll.

Kevin Brown, 18955 29 Mile Road asked for a meeting with the Supervisor, Assessor and the Building/Zoning Clerk because he feels there is a parcel under taxed in the Township.

Jarzyna advised Mr. Brown to come into the office to set-up an appointment.

Bohm stated all employees fill out a time sheet and the Assessor time sheet usually reflected twenty hours. He stated in 2012, he and the Assessor visited every parcel in the Township and every four years every parcel should be visited. Further stated he is not questioning her job performance, the tax roll has always certified and there was one minor issue with the AMAR review.

MOTION by Stier supported by Lascoe to accept the Supervisors recommendation and grant the Assessor 32 hours of vacation time for the Assessor.

FOR THIS MOTION; Yes: Stier, Lascoe, Jarzyna.

No: Grader, Bohm.

MOTION carried.

Grader asked if the sick/personal time changed for the Assessor.

Lascoe stated there was no change in the sick/personal time, just the vacation time.

7. **BUSINESSES IN RESIDENTIAL AREAS.** – Jarzyna stated the Board has tabled the businesses in residential areas and scheduled the special meeting to discuss the item further.

Bohm stated he has spent a lot of time on how to resolve the businesses in residential areas. He suggested to the Board to allow a resident to keep the business on residential property as it is today with the stipulations that the business could not be sold, it could not be transferred and it could not be expanded. Further stated it would be a way to resolve the issue since the Township cannot have a template for each business since each one is different.

Jarzyna stated the Township would have to notify each resident who operate a business in a residential zoning that the business could not get bigger, could not be sold as a business and the property would not be classified as a business to carry with the land. He stated the residents are members of the community, our neighbors and our friends and would like to address the businesses and not have a civil war.

Grader agreed the Township needs to be fair to the residents.

Jarzyna stated the residents who operate a business in a residential zoning would have to maintain and follow the blight ordinance. He stated he would like all residents who operate a business in a residential zoning to be registered with the Township. He suggested sending a letter to every resident in the Township notifying the residents who operate a business in a residential zoning to contact the Township.

Kevin Brown, 29 Mile Road, stated there are many hidden businesses in the Township because of the parcel sizes and long driveways. Further stated he felt the Board was being more than fair.

Bohm suggested sending a registered letter to every resident, posting on the Township website for all residents who operate a business in a residential zoning to contact the Township and place two ads in the newspaper. Further stated the Township Attorney is doing the title work for the businesses.

Jarzyna suggested every door mailer to each resident, publishing two ads in The Record and the Township website. He stated every resident who operates a business in a residential zoning would notify the Township of the type of business they conduct, how big the business is and the use of the business. They would have to agree to a consent judgement that the business would not get bigger, the property could not be sold as a business and to not hire anymore employees, the business could not be passed on as an inheritance and the resident who operates a business in a residential zoning would establish the business with the Township. Further stated the notice would also advise the resident who operates a business in a residential zoning that if they do not comply and notify the Township by a certain date they would be in violation.

Michele Kouri, 30 Mile Road, stated the resident who operates a business in a residential zoning would have to be very clear in what type of business they are conducting.

Bohm stated the Township Attorney would have to approve the established language. Further stated he would like to be in attendance when the Supervisor meets with the Township Attorney to review the matter.

Grader stated the Township Attorney commended the Board for addressing the businesses. She requested a workshop meeting with the Township Attorney so the Board would be present.

Lascoe stated the Board can conduct a workshop meeting under the Open Meeting Act as long as it is posted eighteen hours prior but no action can take place at a workshop.

Jarzyna stated he would contact the Township Attorney regarding the Boards discussion this evening and regarding the new medical marijuana laws for an ordinance.

**MOTION by Bohm supported by Stier to Table the Businesses in Residential Areas.
MOTION carried.**

8. PUBLIC COMMENTS:

Susan Brown, 18955 29 Mile Road, asked why a special meeting was conducted and why the items weren't addressed at the regular monthly meeting.

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Jarzyna stated at the last meeting on March 21, 2017, the Board scheduled the special meeting for April 4, 2017 at 7:30 p.m.

Bohm stated when the Board changed to one monthly meeting it was decided the first Tuesday of the month would be reserved for a meeting if needed.

9. ADJOURNMENT
MOTION by Stier supported by Bohm to adjourn the meeting at 8:47 p.m.
MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, Clerk

Date

Lori R. Lascoe, Recording Secretary