

Ray Township Board of Trustees
Meeting Minutes
Tuesday, July 19, 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
John Zoccola, Trustee

Also present - 28 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, Trustee Grader, and Trustee Zoccola present.

2. APPROVAL OF AGENDA – Mr. Bohm advised changes to the agenda tonight: Unfinished Business, adding 9f) Master Plan Update and New Business, adding 10j) Cliff Kukuk events.

MOTION by Ms. Artman to approve the agenda as amended, supported by Mr. Zoccola. Motion carried.

3. PUBLIC COMMENTS – none.

4. CORRESPONDENCE

a. **Richmond Lenox Monthly Report** – Ms. Artman read the report from Richmond Lenox dated June 28, 2016. Ms. Artman reported there were 7 incidents for the month. In the Richmond EMS Report there was a total of 107 transport runs for Ray Township. The full report is available upon request.

Clerk Artman read a Communication to Michigan Municipalities and Video/Cable providers from the State of Michigan Department of Licensing and Regulatory Affairs stating the Michigan Public Service Commission Resumes Video Franchise Operations, effective July 1, 2016. Ms. Artman explained the full report is available upon request.

MOTION by Ms. Artman to receive and file the correspondence from July 19, 2016, supported by Mr. Stier. Motion carried.

5. APPROVAL OF MINUTES – June 21, 2016

Mr. Bohm made minor corrections to the minutes.

MOTION by Mr. Zoccola to approve the minutes from June 21, 2016 as amended, supported by Mr. Stier. Motion carried.

6. APPROVAL OF BILLS – Mr. Stier stated the detail for Mr. Schmeiser on pg. 3 should state May, 2016.

MOTION by Ms. Artman to approve the bills paid through July 11, 2016, totaling \$60,066.55, supported by Mr. Zoccola. Motion carried.

7. OFFICER'S REPORTS –

a. **Supervisor –**

- Mr. Bohm said the property owner of the unoccupied property on 29 Mile, regarding the well, contacted him while he was on vacation. Mr. Bohm has sent her a registered follow up letter in response to take care of the matter.
- Mr. Kaczmarek on Kunstman Rd. - Mr. Bohm said a bench warrant has been issued for him by the District Court.

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- Tupper violation – (property owned by them on 28 Mile Rd.) Some cleanup has been done. There will be a pretrial on August 11.
 - Kukuk Violation – The Special Land Use was denied; all future activities will be ticketed.
 - The 32 Mile Bridge is expected to be open by August 15.
 - The annual audit for last year will begin tomorrow.
 - HCMA has sent an invitation regarding their Master Plan for Wolcott Mill to be held on 8/6 10 a.m.
- b. **Clerk** – none
- c. **Treasurer** – Mr. Stier reported he was contacted regarding rental of the pavilion. He was asked about rental of the bounce house. Due to sanitation and safety concerns, and discussion with the insurance company concerning liability, his recommendation is to sell the bounce house. Discussion was held.
- d. **Trustees** – none

8. DEPARTMENT REQUESTS/REPORTS

- a. **Assessing** – Pending Michigan Tax Tribunal Cases – Mr. Bohm said the Timberwood Golf Course Tax Tribunal appeal has been sent back. Assessor working on this matter. 60505 North Avenue - Deutsh Bank no longer holds the mortgage. The contract has been sold; and the new mortgage holders have started cleaning out the house.
- b. **Building Department** – Permits, Residential Finals and Temp Occupancy Report – Mr. Bohm summarized the monthly report dated 7/5/16.
- c. **Fire Department Report** – Mr. Bohm read the report for June, detailing: 31 calls: 14 medical, 1 lane fire, 1 wire down, 4 motor vehicle accidents, 1 trash container fire, 1 car in ditch, 2 citizen assist, 1 mutual aid, 2 personal injury accidents, 1 electrical meter box fire, 1 fire alarm, 1 smoke checkout and 1 rollover accident.
- d. **Library Report** – Mr. Bohm said the detailed report is available upon request.
- e. **Budget Report** – Please review. The audit will begin soon. Anything above or below 17% 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 July 19, 2016, supported by Ms. Grader. Motion carried.

9. UNFINISHED BUSINESS

- a. **Hazardous Material Abatement Ordinance Amendment/Demolition Ordinance** – Mr. Bohm explained the Board was given a copy of the Demolition Procedures last month, and it is now in final form from the attorney. Ms. Grader asked in #8, to include *“with approval of the Building Department and/or Fire Department.”*
MOTION by Ms. Artman to adopt the Hazardous Material Abatement Ordinance/Demolition Ordinance, as amended, supported by Ms. Grader. Motion carried.
- b. **Building Department – Outstanding Bonds** – Mr. Bohm updated the Board on the outstanding bonds. Mr. Zoccola suggested putting the permit numbers on the reports to indicate years of the bonds.
MOTION by Mr. Stier to table 9b, Building Department – Outstanding Bonds, supported by Ms. Artman. Motion carried.
- c. **DTE – Street Lighting Project** – Mr. Stier updated the Board last month regarding the Street Lighting Project. He would like permission to sign the contract with DTE to replace the 35 street lights throughout the Township.
MOTION by Mr. Zoccola to approve the contract with DTE for the Conversion of 35 Street Lights to LED lights in Ray Township in the amount of \$13,614, subject to a rebate as stated in quote from Brandon Faron from DTE, supported by Ms. Artman. Motion carried.
- d. **Ray Township Building Demolition 2015 CDBG** – Mr. Bohm stated he distributed a letter from the Engineer to all Board members in regard to the sites at North Avenue and Indian Trail. Mr. Bohm and the Engineer have visited all the sites. Per Mr. Bohm, the engineer states the contractor is now in order, and the bond can be released.

MOTION by Mr. Stier to release the contractor from the contract and release the bond in regard to Building Demolition 2015 CDBG projects at North Avenue and Indian Trail, supported by Mr. Zoccola. Motion carried.

- e. **Adoption of the Employee Manual** - Noting much work has been put into this document and that it can be modified at any time. A short discussion was held regarding the employee manual update.

MOTION by Mr. Stier to adopt the Employee Manual as presented, supported by Ms. Artman. Motion carried.

- f. **Master Plan Update** – Since the Board Members did not have the document in advance, it was decided to table for review.

MOTION by Ms. Grader to table the Master Plan Update for further study, supported by Ms. Artman. Motion carried.

10. NEW BUSINESS

- a. **Senior Request** – The Senior Report was read. Last month a request was made to purchase a flowering tree and bench to be put in the park using \$750 in funds that was donated by the families of Gladys Chaltron and Crystal Teller. Mr. Zoccola suggested adding \$300 to increase the amount up to \$1,050.

MOTION by Ms. Artman to approve the use of \$750 in memorial funds from the family of Gladys Chaltron and Crystal Teller for the purchase of a tree and bench to be located in the park, and approval of Township funds, not to exceed \$1,050, motion supported by Mr. Zoccola. Motion carried.

- b. **Contract with AEW** – Bids went out for the engineering firms; three were interviewed. It was decided to stay with AEW for renewal of the engineering contract, with the same dollar figure. The only addition was the addition, at the Planner's request, of a monthly meeting. Mr. Zoccola suggested a one-year contract. Discussion continued concerning the new contract and the length of the contract. It was decided to go with a one-year contract.

MOTION by Mr. Zoccola to sign a new contract with AEW for one-year to provide engineering services for Ray Township, supported by Mr. Stier. Motion carried. Ms. Grader voted "nay." (4-1)

- c. **Review and Update Ordinance #44 – Fireworks** –

Mr. Stier said the state law has changed and the Ray Township ordinance needs to be updated. We have been provided Washington Township's ordinance as an example for review by our attorney. It was suggested to have the Fire Commissioner review as well.

MOTION by Mr. Stier to table 10c, Fireworks Ordinance #44, until Fire Department review and update of Ordinance #44 - Fireworks, supported by Ms. Artman. Motion carried.

- d. **Policy Update – Credit Card Users (employees)**

Mr. Stier said by the advice of our auditors, we were told to amend our policy. Discussion continued regarding advising our employees to keep Township credit cards in a safe place; locked in a safe place when not in use.

MOTION by Ms. Grader to table the Policy Update for Credit Cards for further clarification until the next meeting, supported by Mr. Stier. Motion carried.

- e. **Policy Update – Investments**

Mr. Stier explained the purpose of the Investment policy.

MOTION by Ms. Artman to adopt the policy for Investments as presented, supported by Ms. Grader. Motion carried.

- f. **Resolution – Credit Card Acceptance**

Mr. Stier explained at the advice of our auditors, this resolution is necessary to be adopted by the Township for the acceptance of credit payments by financial transactions device. This resolution reflects which credit cards we will accept.

MOTION by Ms. Grader to adopt Resolution Number 2016-05 for the Acceptance of Credit Card Payments by Financial Transaction Device, supported by Mr. Zoccola.

A roll call vote was taken:

Ms. Grader	yes
Mr. Zoccola	yes
Ms. Artman	yes

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Mr. Stier yes

Mr. Bohm yes

Motion carried unanimously. 5-0

10g. Letter of Resignation – Kirk Willard, Deputy Treasurer – Mr. Stier read the resignation letter of Mr. Willard. He accepted the resignation with regret, as he is moving out of town.

MOTION by Ms. Grader to accept the resignation of Kirk Willard, supported by Mr. Zoccola. Motion carried.

10h. 2016 School Tax Collection Agreement (Romeo Community Schools, Utica Community Schools, Armada Area Schools and New Haven Community Schools). Mr. Stier explained briefly the 2016 Tax Collection Agreement contracts for this year. The amount is based on \$1.75 per parcel.

MOTION by Ms. Artman to authorize the 2016 School Tax Collection Agreements between Ray Township and Romeo Community Schools, Utica Community Schools, Armada Area Schools and New Haven Community Schools, based on \$1.75 per parcel, including real, personal, industrial and commercial taxes. Supported by Mr. Stier. Motion carried.

10i. Priest Drain Clean Out –

Mr. Bohm explained no bids were received for this job. Discussion followed concerning one person considering rebidding on the job. Mr. Zoccola suggested contacting the Road Commission for clean out.

MOTION by Mr. Stier to table 10i, the Priest Drain Clean Out for further information, supported by Ms. Grader. Motion carried.

10j. Mr. Kukuk events - Discussion was held concerning Mr. Kukuk and the recent events regarding his request to hold scheduled events at his home. Mr. Bohm said our attorney suggests starting circuit court action for a permanent injunction for any future events held at that address.

MOTION by Ms. Artman to allow the Supervisor to take the advice of our Attorney and start circuit court action for any future events held, supported by Ms. Grader. Motion carried.

11. PUBLIC COMMENT –

Terry Goike, 31122 31 Mile Rd, thanked all for their support in the silent auction for the Friends of the Library/Historical Society as \$1500 was raised. They are working on the 2017 calendar; transportation is the theme; if anyone has any images related to Ray Township to contribute for the calendar please submit at info@rayhistory.org. They are also looking for monthly sponsors at \$50/sponsor; business card sponsor is \$20; and line sponsor is \$10. She felt the Township picnic was not as organized as in previous years.

Jim DiMaria, Fire Chief, explained this past weekend 1000 residents were hit with damage due to weather; the Fire Dept. had 18 calls. Please use the Fire Department Facebook Page, Ray Township Fire and Rescue for updates at these emergency times.

Richard Smith, 61200 Kunstman, stated his neighbor is still shooting and disturbing the neighbors. Mr. Smith said he knows the man was in the Township offices complaining to the Supervisor yesterday. He ran him off the road with the lawn mower. He is fearful someone is going to get killed. He asked when the Township is going to help them. Mr. Bohm said the attorney is suggesting a meeting with the residents. An ordinance violation case can't be opened in Circuit Court, we can only issue tickets. Mr. Smith was told a meeting will be set up with the residents as soon as possible.

Sgt. Keon Whitfield, 14350 W. 10 Mile, Oak Park, MI 48237, (248) 584-5782, stated he is present at the meeting tonight to introduce himself. He is the State Police Midnight Sergeant on duty stationed in Bruce Township. Sgt. Whitfield stated his goal is to make the area safe for everyone. He will meet with Mr. Smith and get the information regarding this matter with the resident disturbing the peace. Sgt. Whitfield looks forward to working with the community; he likes the area and will do his best.

12. ADJOURNMENT –

MOTION by Mr. Stier to adjourn at 9:05 p.m., supported by Ms. Grader. Motion carried.

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Charlie Bohm, Supervisor

Paula Artman, Clerk

Date

**Respectfully submitted,
Marcia Jamroz, Recording Secretary**