

RAY TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, MAY 18, 2021 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
Betsy Bart, Treasurer
Betty Grader, Trustee
Doug Stier, Trustee

Absent: None

Also Present: Eight residents were in attendance.

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, Bart, Grader and Stier were present.
2. APPROVAL OF AGENDA
**MOTION by Lascoe supported by Bart to approve agenda.
MOTION carried.**
3. CORRESPONDENCES:
Lascoe stated three cards were received from residents: Sharon Dillaway, Paula Metz, Janis and Paul Busquaert thankful for the lunches that the Township provided for the seniors.

Macomb County Department of Roads – 32 Mile Road resurfacing from Wolcott Road to Hicks Road on June 10 & 11, 2021.
**MOTION by Grader supported by Lascoe to receive and file correspondence.
MOTION carried.**
4. PUBLIC COMMENTS: - For Agenda Items
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 at this time.
5. APPROVAL OF MINUTES – April 20, 2021
**MOTION by Bart supported by Stier to approve the minutes from April 20, 2021 as submitted.
MOTION carried.**
6. APPROVAL OF BILLS LIST
Treasurer Bart stated the bills list through May 18, 2021 and the total is \$87,752.38.
**MOTION by Stier supported by Grader to approve the bills list through May 18, 2021 totaling \$87,752.38.
MOTION carried.**
7. OFFICER’S REPORTS
 - a. Supervisor Jarzyna reported he has been working with St Clair County CISMA on the 2021 Phragmite program. He stated he will meet with them on Thursday May 20, 2021 at 8:00 a.m. to verify the areas that need treatment.
 - b. Clerk Lascoe reported they have been preparing the permanent absentee voter applications for the special primary election which will be held on Tuesday, August 3, 2021. Further stated over 1200 applications will be mailed on May 20, 2021.

Lascoe reminded the Board she will be attending the Michigan Association of Municipal Clerks Seminar on June 6-11, 2021 in Mt. Pleasant. She stated the conference is considered essential for Clerks. Further stated she received the Boards approval on February 16, 2021.

c. Treasurer Bart stated she would like to thank the Board for approving the online Treasurers Institute Training, she has completed the first year of the three year training. The yearly audit will be next Tuesday May 26th 2021.

d. Trustees Grader and Stier– nothing to report

**MOTION by Lascoe supported by Grader to receive and file the Officers Reports.
MOTION carried.**

8. DEPARTMENT REQUEST/REPORTS

- a. Assessing Report
- b. Budget Report
- c. Building Department
- d. Fire Department Report
- e. Library Report – State of the Library
- f. SMART/Richmond Lenox EMS

Jarzyna reviewed the monthly reports and stated they are available if anyone would like a copy.

**MOTION by Lascoe supported by Stier to receive and file the April 2021 Department Reports.
MOTION carried.**

9. UNFINISHED BUSINESS

- a. Assistant Fire Chief position -

Lascoe stated as of today three applications have been received for the Assistant Chief position.

Grader asked when is the deadline for applications?

Jarzyna suggested setting the deadline to be June 1st, 2021. He recommended forming a committee for the interview process to include two Board members and a previous Assistant Fire Chief.

Stier stated he has no objections to a committee.

Lascoe stated the position was published April 28th, 2021 in The Record newspaper and is on the Township website. She stated with a submittal deadline of June 1, 2021 is roughly five weeks for the applicants to apply.

Jarzyna stated interviews could be conducted the first week of June and the committee could have a recommendation for the June 15th Board meeting. Further stated interviews would be the week of June 7th, 2021.

Lascoe stated she will be out of the office the first week of June for the Clerk's Institute.

Jarzyna asked Stier if he would sit on the committee?

Stier stated he would.

Jarzyna asked Bart if she would sit on the committee?

Bart stated she is not sure she has enough experience to be part of the committee.

Jarzyna asked Grader if she would be interested?

Grader recommended Jarzyna to be part of the committee.

Jarzyna restated application deadline is June 1, 2021 and recommended forming a committee for the interview process.

MOTION by Stier supported by Grader to accept applications until Tuesday, June 1, 2021 and the interview committee to consist of Supervisor Jarzyna, Trustee Stier and a former Assistant Fire Chief to be determined, with interviews to be conducted the week of June 7, 2021 at a time and place to be determined.

MOTION carried.

b. Tree Removal bid

Jarzyna stated he reached out to three tree companies for estimates and received only received one bid. He stated Glefke stated about $\frac{3}{4}$ of the sugar maple is dead, he stated it can be trimmed but it will eventually have to be removed. The bid was for \$5,500.00 for the area we requested be cleared. He stated the price does not include scrapping the wood, it will be left on site.

Grader stated she will be sorry to lose the sugar maple but if 75% of the tree is dead it is better to remove it at this time. Further asked what will be done with the remaining wood?

Jarzyna stated it will be stacked on the property.

MOTION by Stier supported by Lascoe to allow Supervisor Jarzyna to contact Glefke Tree removal to proceed with the tree removal and clean up from county easement to the front of library and south to the willow tree and also clean up behind the easement at a cost not to exceed \$5,500.00 as presented.

MOTION carried.

10. NEW BUSINESS

a. Contract for Emergency Medical Service with Richmond-Lenox E.M.S. Ambulance Authority

Jeff White, Richmond Lenox EMS, provided a report to all Board members. The report shows activity for the last 365 days. Further stated they have resumed the transit service to the airport.

MOTION by Bart supported by Lascoe to accept the Contract for Emergency Medical Services with Richmond Lenox E.M.S Ambulance Authority and the Township of Ray at no cost from 7-1-2021 to 6-30-2022.

MOTION carried.

b. Tuff Coat Sealcoating for walking path, sidewalk, parking lot and Fire Department parking lot.

Lascoe asked Stier if the striping done the last time was subcontracted to another company?

Stier stated the striping was done by Total Asphalt.

Jarzyna stated the striping is quoted.

Stier stated the Township has chosen to use Tuff Coating because they use an environmentally safe product.

MOTION by Stier supported by Bart to approve Tuff Coating quote of \$7,198.00 for the repair of the cracks and resurfacing of the walking path, sidewalk, parking lot and Fire Department parking lot.

MOTION carried.

Lascoe suggested a motion approving the striping of the parking lot.

MOTION by Stier supported by Grader to allow the Township officers to contract for the striping of the parking lot with Tuff Coating subcontracted or Total Asphalt based on the best price received.

MOTION carried.

c. Closure of office for 2021 Elections.

Jarzyna stated that the main office area is used for the absentee voter counting board.

Lascoe stated the Clerk's office will be mailing out over 1,200 absentee ballot applications. She stated she does not know how the voter turnout will be. She stated on Thursdays the parking lot is full due to the Planner being in the office for appointments.

Grader asked the dates of the elections.

Lascoe stated the dates are August 3, 2021 and November 2, 2021.

MOTION by Stier supported by Bart to close the office on August 3, 2021 and November 2, 2021 due to the primary and general elections.

MOTION carried.

d. Handrail repair for Township Office

Jarzyna stated he has been working with Steve Dalton from Dfence, still cannot get pricing from supplier he is hoping to get prices soon.

Stier asked if D-Fence is doing the entire project.

Jarzyna stated yes.

Grader asked if the same materials will be used for the new railings.

Jarzyna stated it will be brushed aluminum and will look the same as it does now.

MOTION by Grader supported by Stier to table the Handrail repair until a price is received from Steve Dalton at D-Fence and to conduct a phone poll to approve upon receiving a quote.

MOTION carried.

11. PUBLIC COMMENTS:

Terry Goike, 21122 32 Mile, provided an update from the Ray Township Friends of the Library. There will be a meeting this Thursday May 20th at 6:00pm at the library. The historical society is planning to focus on the 2nd phase of headstone restoration at the Proctor Cemetery. It will cost approximately \$26,000.00 to restore the remaining 72 headstones. The cleanup has been started at the cemetery. Considering another calendar for fundraising and we are open to ideas and suggestions for fundraisers.

The Friends of the Library approved the Crayon Initiative, the library accepts old crayons and sends them out to companies that recycle them to be used in hospitals.

Grader asked how much they have for the Proctor Cemetery project.

Goike stated about \$6,000.00, the friends of the library have to decide at Thursday's meeting how much they will be putting toward the project.

12. ADJOURNMENT

MOTION by Stier supported by Grader to adjourn the meeting at 7:48 p.m.

MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, Clerk

Date

Lisa Hall, Recording Secretary