

RAY TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES  
TUESDAY, JULY 20, 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: 31 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

Lascoe noted there are two items that need to be added to the agenda under new business, item 11e. Resolution 2021-12 American Rescue Act Funds & item 11f. 67401 Brian Drive.

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

3. FIRE DEPARTMENT: Swearing in Ceremony of new Assistant Chief and Promotions of Officers  
Clerk Lascoe administered the Oath of Office swearing in Assistant Chief Timothy Brooks, Lieutenant Rob Kitchen and Sergeant Kevin Dittenber. The Officers badges were pinned on by a family member or friend.

4. CORRESPONDENCES: None.

5. 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.

6. APPROVAL OF MINUTES – June 15, 2021 & July 1, 2021

**MOTION by Lascoe supported by Stier to approve the minutes from June 15, 2021 as submitted.  
MOTION carried.**

**MOTION by Stier supported by Lascoe to approve the minutes from July 1, 2021 as submitted.  
MOTION carried.**

7. APPROVAL OF BILLS LIST

Treasurer Bart stated the bills list is through July 14, 2021 and the total is \$115,382.80.

**MOTION by Grader supported by Lascoe to approve the bills list through July 20, 2021 totaling  
\$115,382.80.**

**MOTION carried.**

8. OFFICER'S REPORTS

- a. Supervisor Jarzyna reported the limestone project with the county is almost finished. 31 Mile Road, east of Romeo Plank will require some additional grading to ensure clearance of 13'9" under all overhead wires.

Jarzyna stated the State of Michigan Tax Management Association recently completed the Townships five year audit and the Township and received a perfect score in the review.

- b. Clerk Lascoe reported there will be a Special Primary Election on Tuesday, August 3, 2021 for the 8<sup>th</sup> District – State Senator. The polls will be open from 7:00 a.m. to 8:00 p.m. The Clerk's Office will be open on Saturday, July 31<sup>st</sup>, 2021 from 8:00 a.m. to 4:00 p.m. to obtain an absentee ballot or to register to vote. She stated 607 absentee ballots have been issued and the Township has 3,179 registered voters.

Lascoe stated the Public Accuracy Test for the election was conducted by the Election Commission on July 13, 2021 at 11:00 a.m. and the election tabulator was demonstrated, and the votes were accurate. Further stated several residents attended the meeting along with one of the election inspector.

Lascoe reported to the Board the new Township Assessor, Shawn Biernat has taken the Oath of Office.

- c. Treasurer Bart stated the summer tax bills have been mailed out and are due September 14, 2021.

Bart stated the Township auditors completed the audit in May and it went very well.

- d. Trustee Grader had nothing to report.

Trustee Stier stated the first audit is rough to get through. Further suggested that the Hartway/Dobson be considered for the limestone application since it has never been done.

Supervisor Jarzyna stated the Road Commission would have to review the Hartway/Dobson subdivision with the overhead wires.

**MOTION by Stier supported by Bart to receive and file the Officers Reports as given.**

**MOTION carried.**

9. DEPARTMENT REQUEST/REPORTS

- a. Assessing Report
- b. Budget Report
- c. Building Department
- d. Fire Department Report
- e. Library Report
- f. SMART/Richmond Lenox EMS Report- no report was provided.

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

**MOTION by Grader supported by Lascoe to receive and file the June 2021 Department Reports.**

**MOTION carried.**

10. UNFINISHED BUSINESS

- a. Handrail repair for Township Office

Jarzyna reported D-Fence, LLC has provided a contract to replace the hand railings into the Township Office.

Stier asked if the project was put out for bid?

Jarzyna stated D-Fence is the only company that would submit a bid for the handrailing. Further stated Steve Dalton is a Township resident and also installed the handrailing at the senior entrance.

**MOTION by Stier supported by Bart to accept D-Fence contract #2729 with a total cost of \$5,189.00 to repair and replace handrails at Ray Township office.**

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

**No: None**

**MOTION carried.**

11. NEW BUSINESS

a. Acceptance of Audit Report

Supervisor Jarzyna stated the audit was conducted by King & King CPA, LLC and they reported the Township is in good standing and the fund balances have grown and we are moving in the right direction.

**MOTION by Lascoe supported by Grader to accept the Audit Report.**

**MOTION carried.**

b. General Property Tax Act Records Request Policy

Bart stated the policy will require anyone requesting to purchase the Township database information will be required to sign a document that prohibits them from selling the information for commercial purposes.

**MOTION by Lascoe supported by Stier to adopt the General Property Tax Act Records Request Form including a fifty-dollar charge per tax season with the stipulation that the information may not be resold for commercial purposes.**

**MOTION carried.**

c. Fire Department DNR matching grant.

Chief Jim DiMaria stated the department has received a DNR matching grant for \$10,000.00, which the Township would be responsible for \$5,000.00. He explained the grant is for wildland fire fighting and is dual certified as NFPA 1955 and NFPA1977. He explained the gear can be used for vehicle accidents, search and rescue, confined space rescue and scene investigation. He stated the use of the gear will save on the regular turn out gear and is more comfortable to wear. Further stated three quotes have been provided and he recommend purchasing the equipment from Apollo which would be for fifteen sets of gear for \$9,975.00 shipped freight free.

Grader questioned how the companies replied with different numbers and the amount of equipment.

Chief DiMaria stated they asked for the number of sets that could be purchased with a set dollar amount. Fifteen sets of gear will supply almost 70% of the department. Further stated they have already applied for a grant for the remaining sets of gear needed.

**MOTION by Stier supported by Grader to direct Chief DiMaria to obtain 15 sets of firefighter gear from the Apollo Company with the DNR matching grant.**

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

**MOTION carried.**

d. Lease Agreement with Ray Township Public Library

Jarzyna stated the Library Director, Christy DeMeulenaere submitted the lease agreement between the Township and the Library and the Fiscal Agency Agreement. He stated the agreements have been drafted by the Library Board and advised the Board the Township Attorney has not reviewed the documents.

Grader stated when she reviewed the documents, she wondered why do we need a lease?

Stier stated the Township has always charged \$1.00 per year and he has never seen a lease agreement.

Grader stated she does not recall any lease agreement, not happy with this document or the language. Further stated the Township owns the building.

Stier stated the language regarding sub-leasing is unacceptable.

Grader stated the Township does all the maintenance and repair on the building, she questioned why a lease agreement is needed.

Jarzyna stated the Township should consult the attorney on the lease agreement. He stated he has owned rental property and the lessee never wrote the lease agreement.

Lascoe stated only the lease agreement and fiscal agency agreement were submitted. Further stated no other correspondence was provided.

**MOTION by Grader supported by Bart to receive and file the lease agreement and fiscal agency document for more information from the Library Board.**

**MOTION carried.**

e. Resolution 2021-12 American Rescue Plan Act Funds

Bart stated the Resolution that is provided would authorize the Supervisor and Treasurer to apply for the American Rescue Plan Act Funds.

**Motion by Grader supported by Stier to approve Resolution 2021-12 American Rescue Plan Act Funds, as follows:**

Resolution Number 2021-12

FOR ACCEPTANCE OF AMERICAN RESCUE PLAN ACT FUNDS

At a regular meeting of the Township Board, of the Township of Ray, County of Macomb, State of Michigan, held in the Township municipal offices in said Township on Tuesday, July 20, 2021 at 7:00 p.m.

PRESENT: Jarzyna, Lascoe, Bart, Grader, and Stier.

ABSENT: None.

The following preamble and resolution were offered by Grader and supported by Stier.

WHEREAS, The Ray Township Board approve accepting the direct award of funding estimate of \$424,850.00 from the American Rescue Plan Act Fiscal Recovery Fund, authorize the Supervisor and the Treasurer to execute all documents related to the acceptance, and amend the budget accordingly by creating Fund 285 – Stimulus Grant Fund.

WHEREAS, On March 11, 2021, the Federal Government enacted Public Law 117-2, known as the “American Rescue Plan Act of 2021” or “ARPA” to provide additional relief to address the continued impact of the Coronavirus Disease of 2019 (“COVID-19”) pandemic on the economy, public health, state and local governments, individuals and businesses. On May 10, 2021, the United States Department of Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by ARPA, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments to recover from the COVID-19 pandemic.

WHEREAS, Ray Township will receive its funding through the State of Michigan, which acts as a pass-through for smaller municipalities not entitled to receive funding directly from the federal government. The State has computed that Ray Township allotment of Fiscal Recovery Funds to be the funding estimate of \$424,850.00. This allotment will be paid to the Township of Ray over two years. The ARPA permits the Township to use the Fiscal Recovery Funds to cover eligible costs incurred during the period beginning March 3, 2021 and ending December 31, 2024. Eligible costs generally include recovery of revenue losses and negative economic impacts from the COVID-19 pandemic, and investments in water, sewer and broadband infrastructure. Final guidance is still being developed related to eligible costs. The Township plans to have ongoing dialogue and transparency regarding appropriation of these funds.

WHEREAS, It is recommended that, in order to maximize and expedite the use of future funding made available under ARPA or any other state or federal economic stimulus law, the Township Supervisor, may file an application, supplement or amendment for a federal, state or other grant from Stimulus Funding, and that the Treasurer can amend the budget to create Fund 285, Stimulus Grant Fund, for all stimulus-related revenues and approved costs.

NOW THEREFORE BE IT RESOLVED, the Ray Township Board accepts the American Rescue Plan Act Funds:

**AYES: Grader, Stier, Lascoe, Bart, Jarzyna**

**NAYS: None.**

**ABSENT: None.**

**RESOLUTION DECLARED ADOPTED.**

f. 67401 Brian Drive Violation.

Supervisor Jarzyna stated the Township has received numerous complaints regarding dust and noise at the site in question. He stated the parcel/business owner has been sent letters from the Township and the Township Attorney for operating a business without a special land use approval from the Planning Commission.

Lascoe stated the owner met with the planner but never applied for a special land use.

Grader asked if a ticket should be issued, or a lawsuit started?

**MOTION by Stier supported by Lascoe to authorize the Supervisor to issue a ticket for the zoning ordinance violation for operating a business at 67401 Brian Drive, Ray, MI 48096 without a special land use approval from the Planning Commission.**

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

**No: None**

**MOTION carried.**

Jarzyna stated the Township Attorney has informed him that of all the communities they represent, Ray Township is the only community that still requires the Board approval to issue a ticket. He stated since the Board meetings are once a month, he asked for authorization to be able to issue a ticket for violations of the ordinance. Further stated a ticket would not be issued before two letters had been mailed out, the first from the Township and the second from the Township Attorney.

Stier asked if the Board would still be advised before tickets are issued?

Grader stated she does not have a problem with a ticket being issued. Further stated the Board should act on starting a lawsuit.

**MOTION by Grader supported by Stier that Supervisor Jarzyna be allowed to issue Ordinance Enforcement tickets and report any tickets issued to the Board at next meeting. No lawsuits are to be started without Board approval.**

**MOTION carried.**

12. PUBLIC COMMENTS:

State Representative Jeff Yaroch stated he likes to stop in to all the local meetings. He stated it has been a tough year for all levels of government. He stated his Office has been a conduit for many problems over the last year. If anyone in the district needs assistance to please contact his office as they are available to help. Further stated he appreciates the Board and acknowledges their commitment.

Taylor Brynaert and Donna Aul from the Greater Romeo Washington Chamber of Commerce stated they would like to acknowledge and grow closer with Ray Township. They stated the Chamber is always available to help the Township and businesses in the community. They stated the Chamber will be hosting two events this summer, A Night Under the Stars will be held at the Chamber of Commerce Building in Romeo. The event honors a local hometown hero telling their story and on September 14<sup>th</sup>, will be the annual golf outing at Greystone Golf Club.

Brynaert stated the Chambers main goal is to promote and support local businesses.

13. ADJOURNMENT

**MOTION by Stier supported by Grader to adjourn the meeting at 7:45 p.m.**

**MOTION carried.**

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

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Lori R. Lascoe, MiPMC  
Clerk

\_\_\_\_\_  
Date

Lisa Hall, Recording Secretary