

RAY TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, JUNE 21, 2022, 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: 11 residents

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 Grader to approve the agenda.
MOTION carried.**

3. CORRESPONDENCE:

Lascoe read the correspondence:

- a. Village of Romeo – Notice of Public Hearing on Proposed Rezoning from Residential to Industrial for 15523 32 Mile Road, Ray Twp. Parcel ID# 05-06-100-011, the public hearing will be held on Wednesday, June 22, 2022 at 7:00 p.m. at the Romeo Community Center, 361 Morton Street, Romeo, MI 48065 the Village of Romeo Planning Commission will consider the rezoning from R-1 to Industrial. The purpose of the public hearing is hear comments from the public, written or oral, regarding the proposed rezoning. All comments or questions to the Village Clerk, 121 West St. Clair, Romeo, MI 48065, by email at clerk@villageofromeo.org or by phone (586) 752-3565, opt. 2.

**MOTION by Bart supported by Lascoe to receive and file the correspondence.
MOTION carried.**

4. PUBLIC COMMENTS: - For Agenda Items
Supervisor Jarzyna asked if anyone would like to speak regarding the agenda items to come to the podium.

There were no public comments.

5. APPROVAL OF MINUTES – Meeting May 17, 2022
**MOTION by Grader supported by Bart to approve the minutes from May 17, 2022 as submitted.
MOTION carried.**

6. APPROVAL OF BILLS

Treasurer Bart stated the bills list total is \$108,864.41. Further asked if any Board member had questions regarding the bills list.

**MOTION by Stier supported by Lascoe to approve the bills list for \$108,864.41.
MOTION carried.**

7. OFFICER'S REPORTS

- a. Supervisor Jarzyna reported the preliminary phragmite mapping with CISMA has already been submitted. He stated he checked the right of ways for phragmites. He explained the other participating communities still have to submit their maps and then the project will go out for bid.

Jarzyna reported the auxiliary parking lot is completed and will be a nice addition for Ray Day. He explained a picket fence will be installed between the library and the parking lot to define the area.

- b. Clerk Lascoe stated all registered voters should have received a new Voter Registration ID Card due to the Redistricting of the districts. She stated absentee ballot applications for the August 2, 2022 Primary Election have been mailed out to voters that are on the permanent absentee list. If anyone would like an absentee ballot application, please contact the Clerks Office at 586-749-5171 Ext. 201 or by email to Clerk@Raytwp.org. The Clerks Office will be open on Saturday, July 30, 2022 from 8:00 a.m. to 4:00 p.m. to obtain an absentee ballot or to register to vote.

Lascoe stated the Planning Commission held a meeting on June 14, 2022 and approved a special land use for 67402 Brian Drive, which allows outdoor storage of contractor equipment and material. She stated the property is zoned Industrial.

Lascoe advised the Board that she submitted the ballot language to the County Clerk Elections Department for the General Election for the Proposal to Increase the Number of Township Board Members. Further stated it will be on the ballot for the voters.

Lascoe stated she hopes to see everyone on Sunday for Ray Day.

- c. Treasurer Bart reported the end of the 2021 tax season went well and the settlement with the county went smoothly. She stated tax bills will be mailed July 1, 2022 and taxes are due by September 14, 2022.

Bart thanked Rudich Farms for the flower planters and flats of flowers donated to the Township. She stated Sally Rudich planted the beautiful large planter with red, white and blue which is located by the Township entrance.

Bart reported the yearly audit with King & King went well and the audit report is available in the office.

- d. Grader and Stier had nothing to report.

MOTION by Lascoe supported by Stier to receive and file the Officers Reports.

MOTION carried.

8. DEPARTMENT REQUEST/REPORTS

- a. Assessing Report- no report provided.
 - b. Budget Report
 - c. Building Department
 - d. Fire Department Report
 - e. Library Report- no report provided.
 - f. Senior Report
 - g. Recreation Committee
 - h. Richmond Lenox EMS/SMART Report
- Supervisor Jarzyna read the department reports.

MOTION by Stier supported by Bart to receive and file the May 2022 Department Reports.

MOTION carried.

9. UNFINISHED BUSINESS

a. Investment Policy

Treasurer Bart stated an informational meeting will be held on July 11, 2022 at 11:00 a.m. to explain the proposed investment policy. Further suggested the item be tabled.

**MOTION by Bart supported by Grader to Table the Investment Policy.
MOTION carried.**

10. NEW BUSINESS

a. Letter of support of the Friends of the Ray Township Library & Historical Society for the Procter Cemetery Lascoe stated at the last Board meeting the Friends of the Ray Township Library & Historical Society stated they are applying for a grant with the Four County Community Foundation for the Procter Cemetery for a restoration project for the monuments and asked for a letter of support of the grant application. Further stated she has a letter of support for the project for each Board member to sign.

The Board discussed providing a contribution to the Historical Society for the Procter Cemetery restoration Project since the cemetery is owned by the Township.

**MOTION by Lascoe supported by Stier to approve \$3,000.00 contribution to the Friends of the Ray Township Library and Historical Society for the Procter Cemetery Restoration project and to provide a letter of support.
MOTION carried.**

The Board signed the letter of support for the Ray Township Library & Historical Society for the Procter Cemetery Restoration Project.

b. Acceptance of Audit Report

Bart stated the audit went well and was conducted on May 25th, by King and King, which started at 7:00 a.m. and was completed by 4:00 p.m.

**MOTION by Stier supported by Lascoe to accept the audit report by King & King dated 3/31/2022 for fiscal year 2021-2022 as presented.
MOTION carried**

c. King & King CPAs LLC Contract for four years.

Bart stated she contacts King & King for assistance throughout the year and there is no additional charge to the Township. Further stated the audit is completed in one day and feels the audit is very thorough.

Lascoe stated King and King provides a list of information required prior to the audit. The information is sent to them before the audit and on audit day they ask for additional documents.

**MOTION by Stier supported by Lascoe to approve a four-year contract with King & King, CPAs, LLC in the amount of \$7,400.00 for the audits, plus \$750.00 for the preparation of F-65/Qualifying Statements.
FOR THIS MOTION: Yes: Stier, Lascoe, Grader, Bart, Jarzyna
No: None**

MOTION carried.

d. Request to advertise for part time Administrative Assistant for Fire Department

Jarzyna stated the current Administrative Assistant would like to retire and will stay on and train a new employee. Further recommended advertising for the position.

Stier asked if the position is part time and if the salary would be at the current rate.

Jarzyna stated we have to see what is out there. Further stated Home Depot is advertising starting \$17.00 hour.

Lascoe suggested advertising the position and to require a cover letter which would include the salary requirements.

Grader asked if there is a job description which included the list of duties.

Jarzyna stated Chief Hoskins would determine the duties.

MOTION by Stier supported by Bart to allow Supervisor Jarzyna to advertise for a part time Fire Department Administrative assistant.

MOTION carried.

e. Request to purchase cap and command center for Fire Department pick up.

Jarzyna asked Chief Hoskins to provide information for the cap and command center.

Chief Hoskins stated the equipment is designed to meet all Fire Department safety standards. The truck will be a full respond vehicle and a licensed EMS vehicle. He explained it will be capable for off road emergencies and will be able to get down horse trails and into areas that cannot be accessed with other equipment. He explained all of the equipment can be used in the future when a new truck is needed. He explained it can all be removed and put into another vehicle if necessary. Further recommended the quote from Quality Caps and Cynergy Products.

Stier stated it will be a complete command center and will be licensed as a command center and Chief Hoskins can respond in this vehicle. Further stated he would like to see another Lucas machine in the command center.

Chief Hoskins stated they are already working on a grant for another Lucas machine.

MOTION by Stier supported by Jarzyna to approve the quote to purchase the cap from Quality Caps as submitted and the quote to purchase the command center from Cynergy as submitted with a grand total of \$32,246.67.

**FOR THIS MOTION: YES: Stier, Jarzyna, Bart, Grader, Lascoe
NO: None**

MOTION carried.

f. Michigan Township Association Annual Dues

Jarzyna stated the MTA dues are \$4,312.95 and the legal defense fund contribution for the year is \$129.39.

Lascoe recommended the legal defense contribution. Further stated she contacts MTA often.

Stier stated MTA provides a great service for the Township.

MOTION by Stier supported by Bart to approve the Michigan Township Association Annual dues including the legal defense fund contribution for \$4,442.34.

MOTION carried.

11. PUBLIC COMMENTS

Ray Sandrowicz, 19799 30 Mile Road, inquired what happened to the Township, State of Michigan Flag.

Lascoe explained a new State of Michigan flag has been ordered from the State. Further stated it will be raised for the opening ceremony for Ray Day.

Michelle Kouri, 20861 30 Mile, announced the Friend of the Library and Historical Society are conducting a silent auction at the library. She stated there are baskets, gift certificates, quilts and many other items to bid on through Ray Day.

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12. ADJOURNMENT

MOTION by Stier supported by Grader to adjourn the meeting at 7:37 p.m.
MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC
Clerk

Date

Lisa Hall, Recording Secretary