

RAY TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, OCTOBER 18, 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: 20 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; Stier, Grader, Bart, Lascoe and Jarzyna were present.
2. APPROVAL OF AGENDA
Lascoe added a correspondence received from Maryanne Deneweth of Kirk, Huth, Lange & Badalamenti, PLC.
MOTION by Grader supported by Bart to approve the agenda as amended.
MOTION carried.
3. CORRESPONDENCE
10-18-22 Maryanne Deneweth of Kirk, Huth, Lange & Badalamenti, PLC- was provided to the Board
MOTION by Stier supported by Grader 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 – September 20, 2022 & October 4, 2022
MOTION by Bart supported by Stier to approve the minutes from September 20, 2022, and October 4, 2022, as submitted.
MOTION carried.
6. BUDGET MODIFICATION
Treasurer Bart submitted a formal request to amend the budget – modification for the accounts listed below:
Move from expenditure Account Number 101-265-933.002 General Operating Fund- Building and Grounds, Dept 265 Repair and Maintenance Park, in the amount of \$5,900.00 (five thousand nine hundred) and put it in expenditure Account Number 101-276-933.000, General Operating Fund, Cemetery, Dept. 276 Repair and Maintenance.

MOTION by Stier supported by Lascoe to approve the budget modifications as submitted.
MOTION carried.
7. APPROVAL OF BILLS
Treasurer Bart stated the bills list total is \$131,568.67. Further asked if any Board member had questions.
MOTION by Grader supported by Lascoe to approve the bills list through October 18, 2022, for \$131,568.67 as submitted.
MOTION carried.

8. OFFICER'S REPORTS

a. Supervisor Jarzyna stated he has been in discussion with Macomb County Public Works for the drain clean out program with matching funds for the Gass Drain. Macomb County Public Works would contribute \$11,700.00 toward the project and the Township portion would be between \$6,500.00 and \$7,000.00. The work would start at 28 Mile Road and Wolcott and go south to where the drain dumps into the Campbooke Drain that feeds into the North Branch of the Clinton River. Further stated the County is hoping to get the project underway and completed by December.

b. Clerk Lascoe announced the Clerk's Office will be open on Saturday, November 5th from 8:00 a.m. to 4:00 p.m. to obtain an absentee ballot or to register to vote. The Election Committee met today and appointed the election inspectors. The Public Accuracy Test will be held on Wednesday, November 2, 2022, at 10:00 a.m. to demonstrate that the computer programming used to tabulate the votes cast at the election meets the requirements of Michigan election law. Lascoe stated as of today, 778 absentee ballots have been issued out of 3,213 registered voters.

Lascoe informed the Board that the Planning Commission had a meeting on October 11th, 2022, and the items were tabled to the next meeting which will be held on Tuesday, November 1st, 2022, due to the election.

Lascoe advised the Board that D-Fence has replaced the fence at the Procter Cemetery that was covered by insurance and part of the budget modification.

c. Treasurer Bart reported that 95% of the summer taxes have been collected. Payments can be made at the office until February 28, 2023 and stated interest is added to the unpaid amounts.

Bart thanked the Board for allowing her to attend the Michigan Municipal Treasurer Association fall conference online training.

Bart stated she and her Deputy Treasurer attended the free training from BS&A on October 4th, 2022

Bart announced Trunk or Treat is this Saturday, October 22nd, the event starts at 5:00 p.m., there are 344 children and 354 adults registered.

Lascoe stated she did not receive an email of how many children are registered so she could purchase candy.

d. Trustee Grader had nothing to report.

Trustee Stier had nothing to report.

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

MOTION carried.

9. DEPARTMENT REQUEST/REPORTS

a. Assessing Report- no report provided.

b. Budget Report

c. Building Department

d. Fire Department Report-Blood drive will be held on Friday, October 21st, 2022, from 12:00-6:00 p.m.

e. Library Report-no report provided.

f. Senior Report

g. Richmond Lenox EMS/SMART Report

Supervisor Jarzyna read the department reports. Further stated if anyone would like a copy of a report to come into the Township and a copy would be provided.

MOTION by Grader supported by Lascoe to receive and file the September 2022 Department Reports.

MOTION carried.

10. UNFINISHED BUSINESS – None.

11. NEW BUSINESS

a. CARE Employee Assistance Program proposal

Chief Hoskin stated many of the firefighters have been on difficult runs and the CARE employee assistance program would be a benefit for all Township employees and their families.

MOTION by Stier supported by Bart to approve the CARE Employee Assistance Program at a cost of \$2,000.00 annually.

MOTION carried.

b. ALICE Training

Stier stated the ALICE is a free training program. He stated ALICE stands for Alert, Lockdown, Inform, Counter, Evacuate.

Lascoe suggested scheduling the training on a Wednesday afternoon since there are less people usually coming into the building.

MOTION by Stier supported by Lascoe to have Trustee Stier schedule the ALICE Training for a Wednesday afternoon in the month of January.

MOTION carried.

c. Eagle Scout project in the park.

Will Harding presented his Eagle Scout project to the Board for a story walk around the park. He explained there would be a series of boxes on posts that would have places for two pages of a book for visitors to read as they walk around the path. The boxes, materials and each post has a cost of \$367.27 each. The total for the project is \$6,220.32. He explained he would be raising money by a pop can/bottle drive on social media along with a Go Fund Me page. He stated he would also have a donation box at the Romeo Family Restaurant. He stated businesses or anyone interested can donate the cost of a box/post and have their business name or other recognition displayed on the box/post.

Lascoe asked the height of the story walk post and box. Further stated her concern for snow plowing.

Bart expressed her concern with the story walk post and box being vandalized in the park.

Grader stated she loves the Township beautiful park how it is wide open and had concern with sixteen stations along the walking path.

Jarzyna asked Will Harding if he could come in and meet with a sub-committee for the project.

Harding said yes, he can come in to discuss the project.

MOTION by Jarzyna supported by Bart to Table the Eagle Scout project in the park and meet with a sub-committee to discuss the project.

MOTION carried.

d. Tennis Court repair

Bart stated the tennis court needs repair since there is an area that could be a trip hazard. Further stated S & F Construction Inc. submitted a bid for the repair to create a smooth transition from the concrete to the asphalt for \$2,277.25. Further stated S & F did the same repair eight years ago.

MOTION by Lascoe supported by Bart to approve S&F Construction Inc proposal to repair tennis court as presented at a cost of \$ 2,277.25.

MOTION carried.

e. Clean up of Twp property; 57595 Indian Trail

Jarzyna stated he would like to get bids for brush-hogging, tree removal and to have cars and other blight items removed from the Township parcel at 57595 Indian Trail. He stated the Board has already approved for the property to be surveyed and it could possibly be split into three parcels.

**MOTION by Grader supported by Stier to allow Supervisor Jarzyna to obtain bids for brush-hogging, tree removal and for the blight items to be removed from the property.
MOTION carried.**

f. EMS Officer job description

Lascoe stated Chief Hoskin submitted the job description for an EMS officer since the job description includes a stipend, which requires Board approval. Further stated in the Employee Manual, Appendix 1 - Compensation Schedule the position is an EMS Coordinator/Instructor.

Stier stated the Chief left the meeting for a run, he recommended tabling the item.

**MOTION by Stier supported by Bart to table EMS Officer job description for clarification.
MOTION carried.**

g. Request to attend Clerks Master program

Clerk Lascoe stated she received a scholarship from the Macomb County Clerks Association to attend the Master Program for \$450.00 back in April. Further requested the Board's approval for the cost of the hotel stay since the program starts at 7:45 a.m. on November 29 – December 1, 2022.

**MOTION by Jarzyna supported by Stier to approve the cost of lodging not to exceed \$300.00 for the Clerk to attend the Michigan Association of Municipal Clerk's Master Academy in Mt. Pleasant.
MOTION carried.**

h. Request to replace computers

Bart stated she has been having computer problems and contacted SYO. She stated SYO provided a list of the Townships computers and the Treasurer computer was purchased April of 2014 and the Accountants computer was purchased in April of 2015. Further request to purchase two computers for \$1,995.00 each plus shipping since they are the oldest and need to be replaced.

**MOTION by Stier supported by Lascoe to approved to purchase two computers from SYO for the Treasurer and Accountant for \$1,995.00 plus shipping per computer.
MOTION carried.**

i. Robinson Capital Management, LLC Investment Advisory Agreement

Treasurer Bart stated the Township Attorney, Bob Seibert has reviewed the Robinson Capital Management, LLC Investment Advisory Agreement and has no legal objections to the proposed agreement.

Grader asked how Robinson Capital gets paid?

Bart explained Robinson gets paid on bonus points which is 0.1% of the amount of the investment.

Grader asked if the Township would receive quarterly statements?

Bart stated the Township must receive quarterly statements.

Jarzyna noted the Township can terminate the agreement with a thirty-day notice.

Lascoe asked if Robinson is used by other Macomb County municipalities?

Bart stated they are, and they come highly recommended.

**MOTION by Stier supported by Lascoe to allow Treasurer Bart to move forward with Robinson Capital Management, LLC Investment Advisory Agreement.
MOTION carried.**

j. 2023 School Tax Collection Agreements

Treasurer Bart stated Board must approve the agreement and the Township would receive \$2.50 per parcel for the collecting the school taxes.

**MOTION by Lascoe supported by Stier to approve 2023 School Tax Collection agreement as presented.
MOTION carried.**

k. Resolution to Oppose the 3% late penalty fee for winter taxes – Resolution 2022-11

Treasurer Bart stated the Resolution is to oppose the collection of a late fee after February 14 and before February 28, 2023. Further stated not all communities waive the late collection fee.

MOTION by Lascoe supported by Stier to Approve Resolution 2022-11 to Oppose the 3% late penalty fee for winter taxes, as follows:

**Resolution of Ray Township Board to
Oppose the 3% late penalty fee**

Resolution Number 2022-11

Minutes of 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, October 18, 2022, at 7:00 p.m.

PRESENT: Jarzyna, Lascoe, Bart, Grader and Stier

ABSENT: None

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

WHEREAS, The Township Ray, Macomb County, Michigan is responsible for the assessing of ad valorem property taxes, the collecting of property tax levies and the handling of review and appeal matters arising there from, and

WHEREAS PA 206 of 1893, MCL 211.44(3), provides for imposition of late penalty charge equal to 3% of the tax on all taxes paid after February 14 and before February 28th

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF RAY, MACOMB COUNTY, MICHIGAN THAT:

The Township board waives the imposition of a late penalty charge equal to 3% of the tax on all taxes paid after February 14 and before February 28, 2023.

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

No: None.

Absent: None.

The Clerk declared the Resolution Adopted.

1. Network Support Contract Addendum – SYO Computer Engineering Services

Bart stated the Fire Department computers have never been supported by SYO. To add the Fire Department to the Network Support Contract Addendum for \$139.00 per month. The total monthly fee would be \$714.00. She stated Chief Hoskin would like the support for the Fire Department computers but has no line item for technical support on the approved budget.

Lascoe asked if the Fire Department has access to the Township server.

Bart stated the Fire Department has access to the Township server.

MOTION by Jarzyna supported by Bart to approve SYO Network Support Contract Addendum dated October 3, 2022, as presented.

MOTION carried.

m. Street Number Ordinance 58-1

Jarzyna explained the change to the Street Number Ordinance 58-1 would be a color-coded deflector system that would be in the computer system at the Fire Hall. The system would allow the Fire Department to determine the footage of hose needed to reach a home or building in case of a fire, this would come up on the computer when the call comes in.

Lascoe stated Chief Hoskin had requested the ordinance be amended since he began working for the Township and the Township Attorney has drafted the language.

Chief Hoskin was not in attendance due to the Fire Department being called on a run.

Motion by Stier supported by Grader to Table the Street Number Ordinance 58-1 for further clarification.

MOTION carried.

11. PUBLIC COMMENTS

Christy DeMeulenaere of Ray Township Public Library announced a report will be mailed out to the residents. Further stated the library will be happy to help support Will Harding with his Eagle Scout Project.

James Harding asked about the vandalism mentioned in the park.

Jarzyna stated the pavilion in the back of the park has been vandalized many times since the park is dark.

12. ADJOURNMENT

MOTION Stier by Grader to adjourn the meeting at 8:05 p.m.

MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC
Clerk

Date

Lisa Hall, Recording Secretary