

RAY TOWNSHIP BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
WEDNESDAY, FEBRUARY 15, 2023 AT 9:30 A.M.
PAGE 1 of 2

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: Chief Mark Hoskin
Sarah Parr, Senior Director

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES & ROLL CALL.
Supervisor Jarzyna called the special meeting to order at 9:30 a.m. The Pledge of Allegiance was recited. Clerk Lascoe called roll; Stier, Grader, Bart, Lascoe and Jarzyna were present.
2. APPROVAL OF AGENDA
**MOTION by Stier supported by Bart to approve agenda as presented.
MOTION carried.**
3. PUBLIC COMMENTS: - For Agenda Items
There were no public comments.
4. NEW BUSINESS
 - a. Temporary Office help
Supervisor Jarzyna stated he and Treasurer Bart interviewed for the temporary office help. He stated the applicant has over ten years of municipal experience with the BS&A software. Further recommended hiring the temporary office help.
**MOTION by Lascoe supported by Stier to approve the hiring of the Temporary Office help.
MOTION carried.**
 - b. Senior Calendar
Lascoe stated the Senior Director has requested her name and position be included on the senior calendar and newsletter. Further stated the Staff Assistant has added her name and position to both the senior calendar and newsletter.

Jarzyna stated the Senior Director is not a full time position and the calendar and newsletter should have the extension for the Staff Assistant to answer any calls or questions.

Bart agreed and stated the residents should reach a person rather than leaving a message.

Sarah Parr, Senior Director stated she believes the Staff Assistant is able to see on her phone when a message is on the voicemail and could assist the resident.

Grader stated the Senior Director is not a full time employee it could be several days before a return call. She stated the Staff Assistant registers everyone for activities and should have all the information to answer any questions.

Jarzyna stated the Staff Assistants extension should be on the newsletter and calendar, so the residents contact a person during regular business hours.

Lascoe stated the next newsletter will be mailed out on February 16, 2023 and feels the Board should set a policy for registration to not begin until the newsletters are received in the mail by all residents. She explained the large coach buses range in price from \$1300.00-\$1590.00 and are used for the casino trips and day trips. The SMART bus is used for the mini-trips, such as the Mystery Lunch or Scoops and Smiles and the bus only accommodates ten seats. She stated to be fair to all residents, registration should be limited to one registration per month for the mini-trips (Mystery Lunch or Scoops and Smiles). Residents could be added to a wait list in case the bus is not filled. Further stated it would make it fair for everyone to sign up.

Bart stated the registration needs to be fair for all residents and they could be added to the wait list. She agreed with the senior director's name and title on the calendar.

MOTION by Lascoe supported by Grader to set a policy for Mini-trips using the SMART bus with the \$2.00 charge to be limited to one registration per month to be fair for all residents and to be eligible to the wait list in case the event is not filled.

MOTION carried.

c. Work Session for Proposed Fiscal Year 2023-24 General Operating Budget, Building Fund and Fire Fund
Jarzyna stated the Board received the proposed budget and asked if anyone had any questions.

Trustee Stier suggested starting with the Fire Fund in case the Chief gets a fire run.

Chief Hoskin stated they are looking into a new copier for the department. He stated Chief DiMaria had a good schedule with the trucks and it would be time to purchase a new fire engine. He stated he has budgeted for a new fire engine cost \$800,000.00 - \$850,000.00 and would take approximately 14-24 months for a new truck. Further reviewed the increase for the fire department personnel.

The Board reviewed the fire fund budget prepared by Chief Hoskin.

Jarzyna asked if anyone had any questions on the Building Fund.

The Board reviewed the building fund.

The Board reviewed each line in the General Operating Budget and the Compensation Schedule.

10:51 a.m. Betty Grader asked Supervisor Jarzyna to excuse her from the meeting.

No action was taken.

5. PUBLIC COMMENTS:

Chief Hoskin stated EMS Coordinator/Instructor details the job description and stated the title should be EMS Officer.

6. ADJOURNMENT

MOTION by Lascoe supported by Bart to adjourn the meeting at 11:13 a.m.

MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC
Clerk
Recording Secretary

Date