

RAY TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, MARCH 21, 2023 AT 7:00 P.M.
PAGE 1 of 7

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 Bart to approve the agenda as submitted.
MOTION carried.**

3. CORRESPONDENCE:

2-13-23 Susan Howard, Sr. Vp VFW Auxiliary, Striber/McVicar post 2052 requested Ray Township to become part of the Purple Heart Trail. She explained within the community, there are special members, the Purple Heart veterans. The distinction comes to them when they are injured or killed, at the hands of the enemy during combat. She requested the Township to join the neighboring communities and place Ray Township on the Purple Heart Trail to let others know their sacrifice have not been forgotten.

**MOTION by Lascoe supported by Stier to participate in the process to be part of the Purple Heart Trail and prepare a Proclamation for the May 16, 2023 meeting.
MOTION carried.**

Lascoe asked the Board how many Purple Heart signs they would like to purchase. She recommended purchasing three signs for the Township property, one to be installed under the Ray Township sign at the entrance drive of the hall, a sign to be located along the park walking path area and the third at the Fire Department.

**MOTION by Grader supported by Bart to purchase three Purple Heart signs that designate Ray Township a Purple Heart community.
MOTION carried.**

4. PUBLIC COMMENTS: - For Agenda Items
There were no public comments.

5. APPROVAL OF MINUTES – February 21, 2023

Lascoe noted there is a mistake in the header on page 2, 4, 6 and 8 regarding the date.

**MOTION by Lascoe supported by Stier to approve the meeting minutes for February 21, 2023 as corrected.
MOTION carried.**

6. BUDGET MODIFICATIONS

Treasurer Bart submitted the formal request to amend the Budget- Modifications for the accounts listed below:

Move from expenditure Account Number 101-463-933.006 **General Operating Fund- Road Maintenance, Dept. 463 Highway Improvements**, in the amount of \$ **300.00** (three hundred dollars) and put it in expenditure Account Number 101-448-920.000, **General Operating Fund, Street Lighting, Dept. 448 Utilities-Electric**.

Move from expenditure Account Number 206-342-959.000 **Fire Fund- Training, Dept. 342 Community Training Center Expenses**, in the amount of \$ **3,300.00** (three thousand three hundred dollars) and put it in expenditure Account Number 206-339-742.00.000, **Fire Fund, Fire Fighting, Dept. 339 Medical & Oxygen Supplies**.

Move from expenditure Account Number 206-342-959.000 **Fire Fund- Training, Dept. 342 Community Training Center Expenses**, in the amount of \$ **5,700.00** (five thousand seven hundred dollars) and put it in expenditure Account Number 206-339-749.00.000, **Fire Fund, Fire Fighting, Dept. 339 Fire Gear**.

MOTION by Stier supported by Lascoe to approve the Budget Modifications as presented.

MOTION carried.

7. APPROVAL OF BILLS LIST & UNKNOWN REMAINING BILLS FY 2022-23

Treasurer Bart stated the bills list through March 20, 2023 totals \$105,519.63 and the Huntington Bank charge of \$25.04 should be added for a grand total of \$105,544.67.

MOTION by Stier supported by Lascoe to approve the bills lists of \$105,544.67 as presented.

MOTION carried.

MOTION by Lascoe supported by Stier to approve the unknown remaining bills for FY 2022-23.

MOTION carried.

Grader asked if the unknown remaining bills would be provided to the Board.

Supervisor Jarzyna stated the unknown remaining bills would be provided.

8. OFFICER'S REPORTS

- a. Supervisor Jarzyna reported the Macomb County Department of Public Works have been able to complete the work on the 2023/2024 Five Points Drain Cleanout project. He stated the seeding would be completed as the weather permits.

Jarzyna stated the Macomb County Department of Roads will be cleaning out the drainage ditches on the gravel part of 29 Mile Road as weather permits.

- b. Clerk Lascoe stated the absentee ballots for the Armada and Utica School Districts have been mailed to the voters that have submitted an application for an absentee ballot. The Clerks office will be open on Saturday, April 29, 2023 from 8:00 a.m. to 4:00 p.m. to register to vote or to obtain an absentee ballot. All election notices for the Armada School district will be published in the North Macomb Newspaper as requested in the school boards Resolution. The Utica school district election notices will be published in The Record newspaper.

Lascoe reported the Cost Recovery Ordinance 80, Amendment to Hazardous Material Abatement Ordinance 57 and the Amendment to OUIL Cost Recovery Ordinance 62 summaries were published in The Record newspaper on March 1, 2023 and will go into effect on April 1, 2023.

Lascoe stated the office painting, and the glass has been installed on the counters as approved by the Board.

Lascoe reported the Planning Commission did not meet for March since there were no agenda items.

Treasurer Bart reported that the township collected 96.66 % of the 2022 taxes owed.

Bart acknowledged and thanked Deputy Clerk Robin Fortuna for her hard work during the collection of taxes.

Bart reported to the Board that the Michigan Uniform Chart of Accounts have been completed.

Bart reported she is working on the settlement with the County Treasurer.

Bart announced the Easter Egg Hunt will be held on Saturday, April 1st at 10:00 a.m., there will be candy filled eggs and some will contain golden tickets for prizes.

- c. Trustee Grader had nothing to report.

Trustee Stier had nothing to report.

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

MOTION carried.

9. DEPARTMENT REQUEST/REPORTS

Supervisor Jarzyna read each department report.

- a. Assessing Report
- b. Budget Report
- c. Building Department
- d. Fire Department Report

Chief Hoskin stated the Fire Inspector, Harold DeMan conducted CPR training to the library employees. He reported Alisa Mazur, Library Clerk saved a child's life by performing CPR on a child that was choking at the local elementary school.

- e. Library Report
- f. Senior Report
- g. SMART/Richmond Lenox EMS Report

MOTION by Grader supported by Lascoe to receive and file the February 2023 Department Reports.

MOTION carried.

10. UNFINISHED BUSINESS

- a. Fire Department phone system

Bart stated she provided the Board with the comparison of the phone systems.

Chief Hoskin stated the phone bill currently costs about \$500.00 per month and with the new system it would be less than \$100.00 per month with new equipment.

Stier asked if the phone system would have an intercom type system that would connect to the Township Hall?

Bart stated the total new equipment cost for the fire department is \$2,546.00 and will be \$75.46 per month.

Stier asked if there was a cost savings of the equipment if a phone system was purchased for the Fire Department, Township Hall, Library and Senior Center.

Bart explained she has the breakdown for the Fire Department. She stated SYO is the IT company for Harrison Township and they have the same phone system.

Chief Hoskin recommended the phone system from SYO. He stated Mr. Gottschalk was the only company that came in and looked at the entire building for the wiring of the system.

Grader asked if there is an immediate need for the Township Hall, Library and Senior Center?

Stier noted we are trying to stay ahead of any problems.

Mr. Jason Gottschalk, SYO was present and stated the system can communicate with all departments, and explained a panic button can be set up with the police in case of an emergency.

Grader stated she would like to wait until we can look at all for the Township Hall, Library and Senior Center. Further stated the request is for the Fire Department now.

Stier noted everything has been looked at.

MOTION by Stier supported by Bart to approve the phone system from SYO for the Fire Department which includes the voice over network.

Mr. Gottschalk stated after he looked at the Fire Department, he also looked at the Township Hall, Library and Senior Center and did some cost comparisons. He explained for the Fire Department the total bill with tax and fees will be \$86.95 monthly. He explained the Township will save \$7,370.00 in the first year and the savings will cover the cost of all the equipment within nine months for the Township Hall, Library, Senior Center and the Fire Department.

Stier stated the cost for the new equipment for the Township Hall, Library, Senior Center and Fire Department is \$6,119.00 and stated for the cost saving the Board should approve it now.

Stier rescinded his first motion to have SYO install all new phone system and voice over network at the Fire Hall.

MOTION by Stier supported by Bart to approve the purchase and install a phone system from SYO install for the Township Hall, Library, Senior Center and the Fire Department at the cost of \$6,119.00 and to provide monthly service for all buildings at the quoted price.

MOTION carried.

11. NEW BUSINESS

a. Library Lease Agreement and Fiscal Agency Agreement with Library

Supervisor Jarzyna stated the lease agreement and fiscal agency agreement is the same as last year.

MOTION by Grader supported by Lascoe to approve for Library Lease Agreement and Fiscal Agency Agreement with Library.

MOTION carried.

b. Limestone Application

Jarzyna recommended the limestone application from the Macomb County Department of Roads be applied to Omo Road starting at 26 Mile Road and proceed north to 27 Mile Road, Hartway Road from 29 Mile Road to 30 Mile Road and Hartway Road from 31 Mile Road north to 32 Mile Road. He stated the cost is \$31,005.00 and the cost for the brine application to seal the new limestone is \$500.00.

MOTION by Stier supported by Lascoe to approve the Limestone Application for Omo Road starting at 26 Mile Road and proceed north to 27 Mile Road, Hartway Road from 29 Mile Road to 30 Mile Road and Hartway Road from 31 Mile Road north to 32 Mile Road for a total of \$31,505.00.

MOTION carried.

c. Recreation Events for the year

Bart stated the Recreation Leader, Jessica Hicks has requested the following event dates:

Easter Egg Hunt - April 1, Saturday @ 10 AM

Ray Day June 25, Sunday 12-4 PM

Movie Night #1- July 19, Wednesday @ 6 PM

Movie Night #2- August 24, Thursday @ 6 PM
Trunk or Treat- October 21, Saturday @ 5 PM
Tree Lighting- December 6, Wednesday @ 7PM

MOTION by Jarzyna supported by Grader to approve for the Recreation Events for the year as submitted.

MOTION carried.

d. Appointment to Recreation Committee

Bart, Recreation Liaison recommended appointing Darren Hicks, Jan Theisen and Melissa Rosseel to the Recreation Committee.

MOTION by Stier supported by Lascoe to appoint Darren Hicks, Jessica Theisen and Melissa Rossel to the Recreation Committee.

MOTION carried.

e. Adoption of 2023-24 Budget Approval; General Operating, Fire and Building
Supervisor Jarzyna stated the public hearing was held on February 21, 2022.

MOTION by Stier supported by Bart to approve the Fiscal Year 2023-24 Budget for the General Operating, Fire and Building as submitted.

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

MOTION carried.

f. Resolution to Restrict General Funds to Operate the Township, Resolution 2023-04

MOTION by Grader supported by Lascoe to approve the Resolution to Restrict General Funds to Operate the Township – Resolution 2023-04 as follows:

**RESOLUTION TO RESTRICT GENERAL FUNDS
TO OPERATE THE TOWNSHIP
Resolution Number: 2023-04**

Whereas: That this resolution will restrict the general funds allotted to operate the Township Budget between April 1, 2023- November 30, 2023.

Whereas: That estimated amount to be restricted is \$582,528.00.

Now, Therefore, be it hereby resolved: That as of April 1, 2023 the Township will reserve funds in the amount of \$582,528.00 to cover the anticipated operational cost incurred by the Township until November 30, 2023.

For this Resolution: Yes: Grader, Lascoe, Stier, Bart, Jarzyna

No: None

Absent: None

The Clerk declared the resolution adopted.

g. Resolution to Restrict Fire General Fund to Operate the Township Fire & Rescue, Resolution 2023-05

MOTION by Stier supported by Bart to approve Resolution to Restrict General Funds to Operate the Township – Resolution 2023-05 as follows:

**RESOLUTION TO RESTRICT FIRE GENERAL FUNDS
TO OPERATE THE TOWNSHIP FIRE AND RESCUE
Resolution Number: 2023-05**

Whereas: That is resolution will restrict the general operating funds allotted to operate the Fire and Rescue Budget between April 1, 2023 - November 30, 2023.

Whereas: That estimated amount to be restricted is \$264,680.00

Now, Therefore, be it hereby resolved: that as of April 1, 2023 the Township Fire and Rescue will reserve funds in the amount of \$264,680.00 to cover the anticipated operational cost incurred by the Township Fire and Rescue until November 30, 2023.

For this Resolution: Yes: Stier, Bart, Grader, Lascoe, Jarzyna
No: None
Absent: None

The Clerk declared the resolution adopted.

h. Resolution to Restrict Equipment Funds to Operate the Township Fire & Rescue, Resolution 2023-06

MOTION by Stier supported by Bart to approve Resolution to Restrict Equipment Funds to Operate the Township Fire and Rescue – Resolution 2023-06 as follows:

**RESOLUTION TO RESTRICT EQUIPMENT FUNDS
TO OPERATE THE TOWNSHIP FIRE AND RESCUE
Resolution Number: 2023-06**

Whereas: That is resolution will restrict the equipment funds allotted to operate the Fire and Rescue Budget between April 1, 2023 - November 30, 2023.

Whereas: That estimated amount to be restricted is \$178,352.00.

Now, Therefore, be it hereby resolved: that as of April 1, 2023 the Township will reserve funds in the amount of \$178,352.00 to cover the anticipated equipment cost incurred by the Township until November 30, 2023.

For this Resolution: Yes: Stier, Bart, Grader, Lascoe, Jarzyna
No: None
Absent: None

The Clerk declared the resolution adopted.

i. Resolution to Establish Township Officers Salary, Resolution 2023-07

MOTION by Stier supported by Bart to approve Resolution to Establish Township Officers Salary – Resolution 2023-07 as follows:

**RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY
Resolution Number: 2023-07**

BE IT RESOLVED: that this resolution is subject to MCLA 41.95(3). In a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.

BE IT RESOLVED: That as April 1, 2023 the salaries of the Township Board Members shall be as follows:

Supervisor: \$38,934.48 + \$350.00/month medical inclusive of assessing duties

Clerk: \$38,934.48 + \$350.00/month medical inclusive of election duties

Treasurer: \$38,934.48 + \$350.00/month medical inclusive of winter & summer tax collection

Trustee: \$6,502.00 each + \$60.00 per Attendance for Special Meeting.

For this Resolution: Yes: Stier, Bart, Grader, Lascoe, Jarzyna
No: None
Absent: None

The Clerk declared the resolution adopted.

j. Employee Manual Appendix 1, 2 & 10

Lascoe stated Appendix 1 is the Compensation Schedule, Appendix 2 is the Assessors benefits and Appendix 10 is the Accounting benefits of the employee manual.

MOTION by Stier supported by Bart to approve the Employee Manual Appendix 1, 2 and 10 as submitted.

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

MOTION carried.

k. Lawn Care bids 2023-2026

Lascoe stated the bids for the lawn care will be accepted until 11:00 a.m. on Wednesday, March 22, 2023 and the bid opening will be held at 11:15 a.m. Further stated five bids have been submitted as of today.

MOTION by Stier supported by Grader to table/accept the lowest bidder for the 2023-2026 Lawn Care bids to special board meeting April 4, 2023 at 3:00 p.m.

MOTION carried.

12. PUBLIC COMMENTS – None

13. ADJOURNMENT

MOTION by Stier supported by Grader to adjourn the meeting at 7:52 p.m.

MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC
Clerk

Date

Lisa Hall, Recording Secretary