

RAY TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, NOVEMBER 21, 2023 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: 9 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.

2. APPROVAL OF AGENDA

Lascoe added agenda items: 10. h. Request to purchase two computers.

10. i. Schedule CDBG Public Hearing to December 19, 2023

MOTION by Stier supported by Bart to approve the agenda as amended.

MOTION carried.

3. CORRESPONDENCE: The Washington Historical Society is a finalist in the 2023 First State Banksgiving. Your vote can raise the roof. The Society is close to achieving the goal of raising \$85,000 to remove the asbestos shingles and install a new roof on the 1916 Washington Historical Museum. Click to Vote for the project.

MOTION by Stier supported by Lascoe to receive and file the correspondence.

MOTION carried.

4. PUBLIC COMMENTS: - For Agenda Items

There were no public comments.

5. APPROVAL OF MINUTES – October 17, 2023 & October 25, 2023

MOTION by Bart supported by Grader to approve the meeting minutes for October 17, 2023 and October 25, 2023.

MOTION carried.

6. APPROVAL OF BILLS LIST

Treasurer Bart stated the bills list through November 21, 2023 totals \$45,548.21, which includes two payrolls for a grand total of \$95,344.83. Further explained \$4,500.00 was bond returns from the building department.

MOTION by Stier supported by Bart to approve the bills lists of \$45,548.21 and the Board report of 11-21-2023 with two payroll periods with a grand total of \$95,344.83.

MOTION carried.

7. OFFICER'S REPORTS

a. Supervisor Jarzyna reported he has been working with Chuck Cryderman for the auction of the Indian Trail property and onsite auction. He stated the tent have been ordered and GFL is donating a thirty-yard dumpster for the cleanup work.

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- b. Clerk Lascoe reported the Planning Commission had a meeting on November 14, 2023 and granted a one year site plan extension for VanOverbeke Storage, LLC located at 63249 North Avenue, located on the west side of North Avenue, north of 29 Mile Road.

Lascoe stated the Planning Commission reviewed the Master Plan and the Planner.

Lascoe reported Randy Forro announced he will be moving out of the Township and will resign from the Planning Commission effective the end of the year. He stated at the meeting he has learned a lot by being on the Planning Commission and enjoyed working with everyone.

Lascoe announced she attended the Community Development Block Grant meeting on November 15, 2023 and the Township will be received \$2500.00 to allocate for a non-profit organization or to the Township senior director and fitness instructor wages. Further stated a public hearing will be scheduled.

Lascoe announced she is working on the upcoming Presidential Primary election will be held on Tuesday, February 27, 2024. All registered voters will receive a post card that will include the early voting site and location as required by election law.

Lascoe wished everyone a Happy Thanksgiving.

- c. Treasurer Bart reported she attended two trainings a free BS&A training with the St. Clair County Treasurer and a training on “Basics of Assessing for Elected Officials”, which is a pilot program through the State Tax Commission.

Bart announced outstanding Summer Tax bills can be paid until February 29th, 2024. Winter tax bills will be mailed out December 1st. The Treasurer’s office will be open during the holidays Tuesday, December 26th from 8:30 a.m.- 4:30 p.m. and Wednesday, December 27th from 8:30 a.m.-5:00 p.m. as required by law.

Bart thanked the Recreation Committee for the wonderful Trunk or Treat event.

Bart announced to mark your calendars for the township’s annual Tree Lighting on Wednesday, December 6th at 7:00 p.m. We hope everyone can join us to kick off the holiday season.

- d. Trustee Grader inquired about the \$2,500.00 of Community Development Block Grant funds.

Trustee Stier wished everyone a Happy Thanksgiving.

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

8. DEPARTMENT REQUEST/REPORTS

Clerk Lascoe read each department report since the Supervisor had laryngitis.

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

**MOTION by Stier supported by Bart to receive and file the October 2023 Department Reports.
MOTION carried.**

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

- a. Fire & Rescue received \$16,000 grant from Four County Community Foundation for Lucas 3 CPR Device & Firefighters to demonstrate the Lucas CPR device.

Tim Brooks, Assistant Fire Chief, announced the Fire & Rescue received from the Romeo Area Kiwanis grant fund dollars from their Romeo Community Action Fund to purchase a Lucas CPR device. He thanked the Romeo Area Kiwanis for their generosity and willingness to protect the residents of Ray with a Lucas CPR device through a \$16,000 grant. He thanked Mike Fillbrook the Supervisor of Bruce Township who is a member of the Kiwanis who was in attendance. Further explained how crucial the Lucas CPR device is for back to back calls and explained if the Lucas CPR device is used it would go to the hospital with the patient and by having a second device on engine four will be lifesaving if there is another call.

Justin Marberg and John Shamley of the Fire Department demonstrated the Lucas CPR device.

The Board thanked Mike Fillbrook and Kathy Dickens of Four County Community Fund for awarding the grant to Ray Township for the Lucas CPR device.

- b. Ameri Scan; Documents on Demand Proposal for Township website

Lascoe stated she is recommending entering into a service agreement with AmeriScan for the Township agendas and minutes. She explained there would be a link on the Township website that would go to documents on demand to be able search agendas and minutes. She explained Bruce, Shelby, Washington Townships and the Village of Romeo all use AmeriScan and it is helpful for retention of website material and searching for documents. Further explained the initial cost is \$1,250.00 and the annual cost is \$750.00.

Supervisor Jarzyna explained AmeriScan includes two cloud host sites for back-ups. He recommended entering into the agreement. Further stated the software is easy to utilize.

MOTION by Stier supported by Bart to allow the Clerk to proceed with service agreement with AmeriScan for \$1,250.00 for the initial setup and \$750.00 yearly.

MOTION carried.

- c. Animal Control Best Practices in Macomb County Michigan

Supervisor Jarzyna stated Chief Randazzo is recommending the Board adopt the Ordinance. He stated the Ordinance is for Macomb County, but the Township is very different than other southern communities in the County. He recommended himself and Dennis LeMieux be part of a sub-committee to review the ordinance. He asked if anyone else was interested in being on the sub-committee.

MOTION by Grader supported by Lascoe for the Supervisor and Dennis LeMieux review the Animal Control Ordinance of Macomb County and report back to the Board at the January meeting.

MOTION carried.

- d. Resignation of Recreation Leader and members

Bart stated the Recreation Leader has resigned due to her work and school schedule. She thanked her for all her hard work on planning the recreation events. She stated her husband has also resigned from the committee.

MOTION by Stier supported by Lascoe to accept the Recreation Leaders resignation with regret.

MOTION carried.

- e. Advertise for Recreation Leader and members.

Bart stated she has been working on the Tree Lighting since the Recreation Leader resigned.

MOTION by Jarzyna supported by Lascoe to advertise for the Recreation Leader in The Record newspaper and advertise the opening and committee members on the Township website and the Township sign at the Fire Station.

MOTION carried.

- f. 11-14-23 Confirmation of Supervisors phone poll for Tent Rental for Chuck Cryderman & Associates for Onsite Auction at 57595 Indian Trail held on December 9, 2023 at 8:00 a.m.
Supervisor Jarzyna stated the convertibles that are in good shape that don't have tops that will be displayed under the tents. He stated Chuck Cryderman will provide one tent and the Township agreed to rent two tents. Further stated the property auction is online at this time.

MOTION by Lascoe supported by Stier to confirm the Supervisors phone poll for the Tent Rental for Chuck Cryderman & Associates for \$1,000.00 for the tent rental.
MOTION carried.

- g. 2024 Meeting Schedule

Clerk Lascoe stated the 2024 meeting schedule includes the Fire Awards for the Fire Department to be held on Thursday, October 3, 2024. She stated she checked with the firefighters, and they prefer Thursday evening. Further stated she would advertise the 2024 meeting schedule in The Record newspaper and post the notice as required.

MOTION by Lascoe supported by Grader to approve the Public Notice 2024 Meeting Schedule.
MOTION carried.

- h. Request to purchase two computers – *Added to Agenda*

Lascoe stated the Deputy Clerk and Assessors computers are acting up and are on the list to be replaced. She stated Betsy contacted SYO and received a quote for two Dell computers with shipping for a total of \$3,990.00 plus shipping.

MOTION by Grader supported by Stier to approve the purchase of two computers from SYO for \$3,990.00 plus shipping.
MOTION carried.

- i. Schedule Community Development Block Grant Public Hearing to December 19, 2023 – *Added to Agenda*

Lascoe stated the public hearing is normally scheduled for January but with early voting she would like to conduct the public hearing in December since the application has to be submitted to the County by mid-February.

MOTION by Grader supported by Bart to schedule the CDBG Public Hearing to December 19, 2023 at 7:00 p.m.
MOTION carried.

12. PUBLIC COMMENTS – None.

13. ADJOURNMENT

MOTION by Stier supported by Grader to adjourn the meeting at 7:44 p.m.
MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC, CMC
Clerk
Recording Secretary

Date