

RAY TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
TUESDAY, DECEMBER 19, 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

**MOTION by Lascoe supported by Bart to approve the agenda as submitted.
MOTION carried.**

3. CORRESPONDENCE:

a. Candace S. Miller, Public Works Commissioner RE: State Mandated Water Meter Fee Legislative
Lascoe stated the letter is regarding water and sewer rates going up in the entire State of Michigan.

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

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

5. APPROVAL OF MINUTES – November 21, 2023

**MOTION by Stier supported by Grader to approve the meeting minutes for November 21, 2023.
MOTION carried.**

6. PUBLIC HEARING: For allocation of Community Development Block Grant Service Funds \$2500.00
Supervisor Jarzyna asked if anyone would like to speak for the public hearing to come to the podium to address the Board.

**MOTION by Lascoe supported by Bart to open the public hearing at 7:02 p.m.
MOTION carried.**

Shelia McCann of Interfaith Volunteer Caregivers distributed literature on their organization. She explained they provide assistance to older and disabled adults who need extra help. She explained they offer transportation and help with errands, minor home repairs, maintenance, chores and yardwork, light housekeeping and meal preparation, friendly visits and supportive phone calls, and other assistance that can help someone remain safely at home.

**MOTION by Bart supported by Lascoe to close the public hearing at 7:07 p.m.
MOTION carried.**

7. BUDGET MODIFICATIONS & APPROVAL OF BILLS LIST

Treasurer Bart submitted the formal request to amend the budget modifications for the accounts listed below:

Move from expenditure Account Number 101-463-933.005 **General Operating Fund- Road Maintenance, Dept. 463 Road Chloride**, in the amount of \$ **700.00** (seven hundred dollars) and put it in expenditure Account Number 101-262-740.000, **General Operating Fund, Elections, Dept. 262 Operating Supplies**.

Move from expenditure Account Number 101-463-933.006 **General Operating Fund- Road Maintenance, Dept. 463 Highway Improvements**, in the amount of \$ **2,000.00** (two thousand dollars) and put it in expenditure Account Number 101-248-728.001, **General Fund, General Administration, Dept. 248 Dues, Meeting, Publications**.

Move from expenditure Account Number 206-337-702.015 **Fire Fund- Training, Dept. 337 Wages Assistant Chief**, in the amount of \$ **4,100.00** (four thousand one hundred dollars) and put it in expenditure Account Number 206-342-702.000, **Fire Fund, Fire Training, Dept. 342 Wages/CTC Training**.

Move from expenditure Account Number 206-337-702.015 **Fire Fund- Training, Dept. 337 Wages Assistant Chief**, in the amount of \$ **700.00** (seven hundred dollars) and put it in expenditure Account Number 206-342-718.000, **Fire Fund, Fire Training, Dept. 342 Deferred Income Expense**.

MOTION by Stier supported by Grader to approve the Budget Modifications dated 12-19-23 as presented. MOTION carried.

Treasurer Bart stated the bills list through December 19, 2023 totals \$25,581.39, and two pay periods totaling \$37,586.50 for a grand total of \$63,167.89.

MOTION by Grader supported by Lascoe to approve the bills lists report of December 19, 2023 for \$63,167.89. MOTION carried.

8. OFFICER'S REPORTS

- a. Supervisor Jarzyna announced the Township online auction with Chuck Cryderman Auction ran officially and the sale of the of the property sold for \$237,000.00. The auction of the cars, trucks and other items brought approximately \$36,850.00; some items were not bid on and are being offered free to take. He stated there are a few tires that may need to be disposed of. Further stated the auction ran very smoothly.

Stier asked when the Township would receive the proceeds from the auction.

Jarzyna stated everything should be completed by the end of the year. Further stated the Township just received the titles for the vehicles from the Secretary of States office.

- b. Clerk Lascoe reported the Planning Commission did not have a December meeting.

Lascoe announced they are working on the upcoming Presidential Primary election will be held on Tuesday, February 27, 2024. All registered voters will receive a post card regarding early voting by January 13^h, 2024. The early voting postcard will include the location with the address and the times for early voting.

Lascoe stated all absentee voter ballot applications will be mailed out December 27th, 2023. She explained the application is for the presidential primary and Michigan is a closed primary, so the application requires the selection of the type of ballot needed, i.e. a Republican, Democratic or Proposal only ballot. The Romeo School district has two ballot proposals on the ballot for February 27, 2024.

Lascoe reported Document on Demand will be available after the first of the year to access the agendas and minutes from the Township website.

Lascoe wished everyone a Happy Holidays and a Happy New Year!

- c. Treasurer Bart announced 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.

Bart reported the Township audit is scheduled for May 15th with King and King, CPAs.

Bart wished the Ray residents a Merry Christmas and Happy New Year.

Bart thanked Chief Hoskin for his extra work that he did for preparing the Indian Trail property for the auction.

- d. Trustee Grader thanked Supervisor Jarzyna for contacting Chuck Cryderman for the auction for the Township property and the vehicles on the site. Further thanked him for all he did for the auction.

Trustee Stier reported wished everyone a Merry Christmas.

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

9. DEPARTMENT REQUEST/REPORTS

Jarzyna read each department report for November.

- 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

Lascoe thanked Treasurer Bart, the Recreation Committee liaison for setting up the Tree Lighting.

**MOTION by Lascoe supported by Bart to receive and file the November 2023 Department Reports.
MOTION carried.**

10. UNFINISHED BUSINESS

- a. Confirmation of Supervisors phone poll 12-11-23 for Chuck Cryderman auction for Indian Trail property. Supervisor Jarzyna stated the online auction was December 9, 2023 with a soft close at 4:00 p.m. He stated the property sold for \$237,000.00 and the chattel sold for \$36,895.00.

**MOTION by Lascoe supported by Stier to confirm the Supervisors phone poll from 12-11-23 for the sale of the Indian Trail property for \$237,000.00.
MOTION carried.**

- b. Recreation Leader position

Bart announced the Township has an opening for a Recreation Leader. She stated the employment application is available on the Township website and applications should be submitted to the Supervisor.

**MOTION by Lascoe supported by Stier to Table the Recreation Leader position.
MOTION carried.**

11. NEW BUSINESS

- a. Allocate Community Development Block Grant Service Funds \$2,500.00

Jarzyna stated last year the Township allocated the funds to the non-profits that requested the CDBG funds. He stated he would like to allocate \$500.00 to Interfaith Volunteer Caregivers.

Lascoe stated unfortunately the Board can only allocate the amount requested by the non-profit organization. She stated Interfaith Volunteer Caregivers requested \$148.00.

MOTION by Jarzyna supported by Lascoe to allocate the Community Development Block Grant Service funds of \$148.00 to Interfaith Volunteer Caregivers and \$2,352.00 to Ray Township Senior Director and Fitness Instructor wages.

MOTION carried.

b. Macomb County Depart. of Roads; Cost Share Agreements for 28 Mile Road bridge (over the Camp Brook Drain) and Wolcott bridge (overt the North Branch of the Clinton River) projects

Jarzyna explained the Road Commission is requiring the Township to participate ten percent of the construction costs for bridges. He stated he told them the Township is not able to participate in the current fiscal year, but he would budget for fiscal year 2024-25. He explained the State of Michigan funds eighty percent of the construction costs and Macomb County new cost share for local bridge programs share cost is ten percent and the local community portion is ten percent of the construction costs. Further stated the Township just saw the inconvenience of a bridge closed on Kunstman for six months.

Grader stated the Township does not have the funds for larger projects. She stated she appreciated Treasurer Bart letter to the Board of Commissioners that the Township residents paid \$1,123,000.00 towards the County and only \$182,700.00 for the Township operating millage.

Stier stated the Township costs is \$33,359.00 for the two bridges that would have to be part of the next budget.

Jarzyna stated the Township could cut back on the limestone, phragmites and gypsy moth.

Lascoe stated some municipalities have millages for road funding.

Stier stated the Township could ask the residents to roll up the Headlee for tax collection and the Township could use the funds as needed rather than earmarked for road funding, etc.

Lascoe stated she would have to check the election calendar on when ballot language would have to be submitted for the primary election in August.

MOTION by Grader supported by Jarzyna to approve the Cost Share Agreements with the Macomb County Department of Roads for the 28 Mile Road bridge for \$16,216 and Wolcott bridge for \$17,143 for fiscal year 2024-25.

**FOR THIS MOTION: Yes: Grader, Jarzyna, Lascoe
 No: Stier, Bart**

MOTION carried.

c. Ray Township Property Maintenance Code Ordinance No. 81

Supervisor Jarzyna stated the Property Maintenance Code Ordinance adopts by reference the International Maintenance Code 2024.

MOTION by Grader supported by Lascoe to Adopt the Ray Township Property Maintenance Code Ordinance No. 81, as follows;

**TOWNSHIP OF RAY
MACOMB COUNTY, MICHIGAN
ORDINANCE NO. 81**

RAY TOWNSHIP PROPERTY MAINTENANCE CODE ORDINANCE

TITLE

AN ORDINANCE to adopt by reference the International Property Maintenance Code, 2024 Edition, and repealing any and all ordinances and/or resolutions in conflict therewith.

**THE TOWNSHIP BOARD OF THE TOWNSHIP OF RAY, MACOMB COUNTY,
MICHIGAN, ORDAINS:**

SECTION 1 – ADOPTION OF INTERNATIONAL PROPERTY MAINTENANCE CODE,

2024 EDITION

(1) **2024 International Property Maintenance Code Adopted.** The International Property Maintenance Code, 2024 Edition, including its appendices, is adopted and incorporated in its entirety herein. References in the Code to the "State" shall refer to the State of Michigan. References to the "name of the municipality" shall refer to the Township of Ray, Macomb County, Michigan. References to the "local ordinances" shall refer to the Ray Township Ordinances.

(2) **Availability of copies of the International Property Maintenance, 2024 Edition.** Printed copies of the Code, 2024 Edition and its appendices are kept in the Township of Ray offices and are available for public use and inspection during regular business hours. A copy of the International Property Maintenance Code, 2024 Edition is available through the State of Michigan Bureau of Construction Codes (www.michigan.gov/bcc).

(3) **Subsequent codes.** The Township hereby adopts by reference any and all subsequent Michigan/International Property Maintenance Codes utilized by the State of Michigan, copies of which shall be available as set forth in Paragraph (2) above.

SECTION 2. VIOLATION, PENALTY.

Any person, firm or corporation which violates any provision of this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined in an amount not to exceed Five Hundred (\$500.00) Dollars or imprisoned in the Macomb County jail for a period not to exceed ninety (90) days, or by both such fine and imprisonment.

SECTION 3. REPEAL OF CONFLICTING PROVISIONS

All resolutions, ordinances or parts thereof in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

SECTION 4. SEVERABILITY.

If any section, paragraph, clause or provision of this Ordinance is for any reason held to be invalid or unconstitutional, the invalidity or unconstitutionality of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 5. PUBLICATION.

This Ordinance or a summary thereof shall be published in a newspaper of general circulation within the Township of Ray within fifteen (15) days after its adoption.

SECTION 6. EFFECTIVE DATE.

This Ordinance shall take effect thirty (30) days from and after the date of publication as set forth in Section 5.

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

MOTION carried.

d. 2024 Legal Holidays

Jarzyna stated the 2024 legal holidays needs approval from the Board.

Grader asked if the holidays are in accordance with the Federal Government schedule.

Lascoe stated the 2024 legal holidays been prepared in accordance with the Township employee manual.

MOTION by Grader supported by Stier to adopt the 2024 Legal Holidays as submitted.

NAY: Jarzyna

MOTION carried.

e. Request to attend Michigan Municipal Treasurers Association Winter Workshop

Treasurer Bart requested to be able to attend the Treasurers Winter Workshop on January 18-19, 2024 located in Lansing.

MOTION by Stier supported by Lascoe to approve for the Treasurer to attend the Treasurers Winter Workshop on January 18-19, 2024 for \$318.00 plus mileage.

MOTION carried.

f. Resignation from the Planning Commission

Supervisor Jarzyna stated Randy Forro has submitted his resignation from the Planning Commission effective 12-31-2023 due to relocating outside of Ray Township.

MOTION by Stier supported by Bart to accept the Resignation of Randy Forro from the Planning Commission with regret.

MOTION carried.

g. Reappointment to the Planning Commission

Supervisor Jarzyna recommended the reappointment of Justin Lease and Justin Marberg to the Planning Commission for a three year term to 12-31-2026.

MOTION by Stier supported by Lascoe to reappoint Justin Lease and Justin Marberg to the Planning Commission for a three year term to 12-31-2026.

MOTION carried.

h. Reappointment to the Zoning Board of Appeals

Supervisor Jarzyna recommended the reappointment of Harold DeMan Jr., Scott Mathews and Marvin DeBuck to the Zoning Board of Appeals for a three year term to 12-31-2026.

MOTION by Stier supported by Bart to reappoint Harold DeMan Jr., Scott Mathews and Marvin DeBuck to the Zoning Board of Appeals for a three year term to 12-31-2026.

MOTION carried.

i. Concrete approach for future Fire Station Addition

Supervisor Jarzyna explained the Board had approved to remove the concrete approach work from the Dalco contract and add the work to the future Township Fire Station addition due to the wet conditions. He explained that Dalco holds the permit for the proposed concrete approach and the Department of Roads will not release the permit fee to Dalco until the responsibility is assumed by the Township. The permit fee is the bond for \$5,000.00 and an application fee of \$250.00 is to be provided to the Department of Roads permit office under Ray Township. He stated the aggregate approach is to be barricaded/roped off to avoid use until the pavement is constructed. Further stated the Township would get a better for a larger concrete job.

MOTION by Lascoe supported by Bart to approve the application fee of \$250.00 and the permit fee of \$5,000.00 bond.

MOTION carried.

12. PUBLIC COMMENTS – None.

13. ADJOURNMENT

MOTION by Stier supported by Grader to adjourn the meeting at 7:49 p.m.

MOTION carried.

Joe Jarzyna, Supervisor

Lori R. Lascoe, MiPMC, CMC
Clerk
Recording Secretary

Date