Supervisor Mark Roper called the meeting of the Almira Township Board to order at 7:02 p.m. at the Almira Township Fire & EMS Facility.

Supervisor led the Pledge to the Flag.

Supervisor called for roll call. Members present were: Mark Roper, Mandy Gray Rineer, Tammy Clous, Matt Therrien, and Ann Beaujean.

**Additions/Deletions to Meeting Agenda by Board and Citizens:** None.

**Approval of Meeting Agenda:** *Motion by* Therrien, and supported by Rineer, to approve the meeting agenda as amended. All ayes, motion passed.

**Approval of Consent Agenda:** *Motion by* Beaujean and supported by Rineer, to approve the consent agenda:

1. Approve regular Board meeting minutes dated November 11, 2013.
2. BUDGET AMENDMENTS FOR THE MONTH OF November 2013: None

1. APPROVE PAYMENT OF CHECKS #’s 34890 – 34956. SEE CHECK REGISTERS INCLUDED IN PACKET. BILLS AVAILABLE FOR EXAMINATION UPON REQUEST.
2. RECEIVE AND FILE THE FOLLOWING REPORTS:

BENZIE BOARD OF COMMISSIONERS: Included in Packet

1. MISCELLANEOUS: None
2. RECEIVE AND FILE THE FOLLOWING CORRESPONDENCE: None

**Treasurer’s Report:** Rineer presented the treasurers report. Report was received and filed.

**Brief Public Input:** None

**County Commissioners:** Commissioner Tucker stated that the Maples are back on track with their finances and all their bills are up to date. There have been no staffing eliminations and they are on schedule to pay the county back in January as expected. The new County Administrator has taken his position and seems to be working out well. It was also stated that the Animal Control Driveway project has been postponed due to weather until spring. Commissioner Bates said that the EMS Advisory Board has four (4) openings and will be having a committee meeting on January 7th. He also suggested that everyone should seek out and like the new Almira Township Fire & EMS Department page on Facebook that looks great.

**Department Heads:**

1. **Planning Commission:** Diana stated that they sent out the invitation to the 2033 planning event. The planning commission is also working on the fireworks ordinance and will be holding a public hearing January 20th. They are hoping to have the fireworks ordinance ready for the Township Board by our February 2014 meeting.
2. **Library:** Shirley says that the library is running along just fine. She recently purchased some more books for the library. She also stated that there are a lot of various magazines that are available at the library for those interested in them.
3. **Fire and EMS Department:** Chief Adams stated for the month on November we responded to 13 calls, 7 were medical calls and 6 were fire calls. He also stated that we have had one individual who applied to become a member, that we also need a new drop tank for the tanker and that we have 6 Motorola HT1250 radios to declare as surplus. Inland is interested in possibly purchasing the radios, with the money from the sale of these radios they would like to purchase a charging bank. Motion by Therrien and supported by Beaujean to declare six (6) Motorola HT1250 radios as surplus. All ayes, motion passed.

**Guests:** None

**Old Business:** None

**New Business:**

1. **Committee Appointments:** Motion by Rineer and supported by Beaujean, to appoint Ryan Ratajczak to the Planning Commission. All ayes motion passed.
2. **Snowmobile Patrol:** Motion by Therrien and supported by Rineer, to donate $150.00 to the Benzie County Sheriff’s Department for the snowmobile patrol. Upon roll call Roper, aye, Rineer, aye, Clous, aye, Therrien, aye, Beaujean, aye, motion passed.
3. **Recycling Agreement:** Motion by Rineer and supported by Therrien to sign the lease agreement with the Benzie County Solid Waste Department. Roll call; Roper, aye, Rineer, aye, Therrien, aye, Beaujean, aye, Clous, aye, motion passed.
4. **Audit:** Discussion took place and we are going to send out RFP’s to 10 or less Accounting firms with a preference in those specializing in governmental audits.
5. **Cell Phones:** Discussion took place and the board would like to look into more of the nuts and bolts of what is needed in this area.
6. **Sick and Personnel Time:** A few changes were presented to the board for these areas of the handbook. It was asked for a little more time to look at these items before making a decision.
7. **Townhall:** Discussion took place as to the possibility of a few changes to the contract. Some suggestions were to add a check list with the contract as to what is expected of each renter and what needs to be done to receive the security deposit back, allowing alcohol to be consumed, but if it is to be served that a liability rider be supplied by the renter. It will be brought back to the board with the changes to the January meeting.

**Extended Public Input:** Craig Johnson stated that our missed call volume is getting better but still too high. The County has applied for a grant to obtain several LUCAS devices for area ambulances. The grant match for the Township would be about $150.00 if we are awarded the grant.

**Board Comments:** Beaujean- recreational Resources Committee is working on seeing where individuals stand with their participation on this committee. The Music in the Park Committee would like the Township to budget $1000.00 for needs that may arise above the donations they receive. Rineer- the Veterans Committee will not be having a meeting until March 2014. They currently are looking into having the pavilion refinished in 2014. Therrien- The newsletter was good and people are pleased with our new Maintenance individual and Merry Christmas. Clous- MI Spot offered us a free trail of their internet services; do we wish to take advantage of this offer? We wish not to make any changes at this time but appreciate the offer. Roper- Asked the Budget Committee where they were with meeting with the department heads. The committee has started with their meetings.

**Adjourn:** There being no other business the Supervisor adjourned the meeting at 8:53 p.m.

Tammy Clous

 Almira Township Clerk