

## MINUTES OF THE ALBERT TOWNSHIP BOARD MEETING HELD MAY 21, 2024

Board Members: Supervisor Michael Szukhent, Clerk Sandy Raffin, Trustee Marsha McDonald, Trustee Richard Deska. Treasurer John Righi was excused. Also in attendance were Fire Chief Doug Baum, Zoning Administrator Jeff McDonald, Recording Secretary Julie Marcotte, 12 residents were present.

Meeting was opened at 7:00 p.m. Mike Szukhent led the Pledge of Allegiance.

Attendance was taken.

Marsha McDonald made a **motion** to approve the agenda as presented, seconded by Dick Deska. Motion carried with 4 yea votes.

Supervisor Mike Szukhent opened the meeting to public comment.

Cheryl Nielson, Montmorency County Clerk wished to make an introduction and announce her re-election campaign and request support. The County is currently working on the August primary election. Ballots are being finalized and the County is awaiting finalization on the State portion of the ballot and then they will be sent off to be printed.

Sheriff, Chad Brown made an introduction and reported that the Department has had a recent focus on partnering with the schools and they currently have a SRO's (School Resource Officer) assigned. Johannesburg-Lewiston schools are slightly different in that they share with Otsego County and Deputy Kates, covers that district. Montmorency County has an officer assigned to both Hillman and Atlanta Schools. Otherwise, the Sheriff's Department is working with the Fire Chief and others to ensure that summer events go off smoothly.

Linsey Rogers wished to make an introduction and announce that she is running for County Treasurer and requests support. Linsey is currently the Deputy Clerk and Administrative Assistant with Briley Township.

T.J. Holzhausen wished to make an introduction. T.J. has lived in Lewiston approximately 10 years and has recently endeavored to become more active in the community. T.J. is a Service Officer for the American Legion and wished to extend an invitation to any Veteran that may need services. T.J. has become active with the Garden Club and is very concerned with the Monarch butterfly and Milkweed preservation.

No other public comment.

Sandy Raffin made a **motion** to approve the April 16, 2024 minutes as presented, seconded by Marsha McDonald. Motion carried with 4 yea votes.

Sandy Raffin made a **motion** to approve the bills from March 28-31, 2024, end of fiscal year 2023, in the sum of \$ 1,384.06 and the bills from April 17 thru May 21 in the sum of \$64,004.33, seconded by Marsha McDonald. Motion carried with 4 yea votes.

Sandy Raffin made a **motion** to accept payroll for the dates April 17 – May 21 in the sum of \$71,476.93 as presented, seconded by Marsha McDonald. Motion carried with 4 yea votes.

Pete Stephens wished to submit a report on behalf of the TLPOA concerning Lewiston Stormwater Assessment, which was completed by Huron Pines. This report with recommendations has been received and filed. One specific recommendation in the report was twice yearly street sweeping vs. once yearly. The TLPOA would like to offer financial assistance is accomplishing additional street sweeping. Supervisor Szukhent indicated that he would like to meet with staff, the TLPOA and other organizations in the community that have a vested interest. Mike mentioned the \$50,000 grant that we were recently awarded for revising and updating our Master Plan, one of our greatest assets is our lakes which we wish to protect.

Pete Stephens also wished to nominate Mark Bowser to the DDA Board. The Township Board tabled this nomination so that the confirmation process can be clarified.

Movement on Main DDA Summer Fitness Program was discussed. Sandy reported that Lori Haas has provided insurance forms for the instructors, everyone does have insurance. Mike wondered if we would be placing the corresponding flyer on our website and bulletin board, it was confirmed that we would. Marsha McDonald made a **motion** to allow the Summer Fitness program with the Lewiston DDA and Movement on Main on 6-15, 6-22, 7-6, 7-13, 7-20, 7-27 and 8-3-2024 between the Beach and the Township Park. Seconded by Sandy Raffin, motion carried with 4 yea votes.

Supervisor Szukhent announced that he did have a conversation with Jodi concerning the LACC Public Restrooms which are now open and available.

The new Pavilion Use Contract and Fee schedule are presented and reviewed. Marsha McDonald made a **motion** to accept the 2024 new Pavilion Fee Schedule, seconded by Dick Deska. Doug Baum did raise the question of liability insurance, a renter MAY have a rider on their homeowner's insurance but Doug states that anyone using that should have liability coverage that lists the Township as an additional insured, an organized event increases exposure. Sandy reported that according to our insurance company, our liability coverage will cover anything that happens there. Doug further explained that although we are, we would be secondary. As a rider to a Homeowners policy they would negotiate the claim, our insurance would only come into play, if necessary, which would reduce the exposure to our liability insurance and potential premium increases. Marsha McDonald amended her **motion** to have it listed on the Pavilion Contract that liability insurance will be provided by the user, which will be added to that, seconded by Dick Deska Motion carried with 4 yea votes.

Recording Secretary duties is an item from back on 9/19/2022, where some clarification regarding pay is needed. Marsha McDonald made a motion to rescind the Recording Secretary motion that was made on 9/19/22 regarding the Recording Secretary pay, seconded by Dick Deska. Motion carried with 4 yea votes. Sandy Raffin then made a **motion** to add Recording Secretary to the Township

Secretary job description with 30 minutes before the meetings, to prepare for meetings, meeting time, and 30 minutes of time after the meeting to close, at the current rate, with Minutes being done during normal business hours. Marsha McDonald seconded the motion. Mike Szukhent added, that this includes all Township meetings. Motion carried with 4 yea votes.

A formalized schedule of wages has been developed for Township employees was submitted and filed. Employees have already received a 3% COLA raise for this fiscal year. Marsha McDonald made a **motion** to accept the Albert Township employee “step” 2024, seconded by Sandy Raffin. Motion carried with 4 yea votes.

Seasonal part-time help was discussed. This time of year, becomes especially busy with lawn maintenance, cemetery, parks, beaches building maintenance etc. These employees would report to the Maintenance Supervisor. Marsha McDonald made a **motion** to advertise for two part-time maintenance persons starting at \$10.64/hr. with flexible hours. There was some discussion including the fact that these candidates should be over the age of 18 for liability purposes. There was also discussion regarding the proposed wage. Marsha McDonald amended **motion** regarding wage to \$13.00/hr. seconded by Dick Deska. Motion carried with 3 yea votes, 1 nay vote.

Department Head Reports:

- a) Maintenance report received and filed
- b) Zoning Administrator report received and filed
- c) Road Commission report received and filed.
- d) Fire Chief report received and filed. Doug Baum did suggest a “Special Use Permit,” for Township recordkeeping and communication between entities. Mike Szukhent expressed agreement with Doug and committed to working on that in the next week or two.

Clerk Sandy Raffin wanted to extend her apologies regarding the Tire Collection Day that needed to be cancelled because of the recycling company failing to place Albert Township on their schedule. Tire Collection will be rescheduled, but not until fall 2024.

Meeting adjourned at 8:11 p.m.

Respectfully,

Julie Marcotte  
Recording Secretary