

## MINUTES OF THE ALBERT TOWNSHIP BOARD MEETING HELD JANUARY 21, 2025

Board Members: Supervisor Michael Szukhent, Clerk Sandy Raffin, Trustee Marsha McDonald, Deputy Treasurer Shannon LaPointe, Trustee Mark Bowser. Also, in attendance were Zoning Administrator Jeff McDonald, Fire Chief Doug Baum, Recording Secretary Julie Marcotte, Yvonne Swager; Montmorency Tribune and 2 residents.

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

Attendance was taken.

### Agenda

McDonald made a **motion** to amend the agenda to **reflect** a travel trailer vs. a snack shack, in the legal case involving Theuma, seconded by Raffin. Motion carried with 4 yea votes. As amended, Raffin made a **motion** to approve the agenda for Tuesday the 21<sup>st</sup> at 7:00 o'clock, seconded by McDonald. Motion carried with 4 yea votes.

### Legal

Szukhent reported that, as the amendment was, the Theuma citation for the travel trailer that was parked between the house and the water, has been removed by the homeowner therefore the ticket was voluntarily dismissed by Albert Township. Concerning the Redwood LLC., the facility is reverting to a hotel as of February 1<sup>st</sup>; legal advice was to not move forward so the case was dismissed without prejudice. Since the cases were dismissed without prejudice, if any issues rearise the cases can be brought back.

### Public Comment

No public comment.

### Approve Minutes

McDonald made a **motion** to approve the Minutes of December 17<sup>th</sup>, 2024, seconded by Raffin. Motion carried with 4 yea votes.

### Approve Bills

Raffin wished to make note of an item on page 3, for awareness, that there was a check made out for Dan's Electric and then voided immediately underneath. A quote had been submitted instead of invoices which did not reflect the initial down payment made toward the invoices. The payment was voided and resubmitted in the amount of \$1,100 dollars, which is reflected on page 4. The \$940.00 for Miss Dig is a yearly cost for access to that service. McDonald did request clarification on the bill in the amount of \$71.41 to Bound Tree Medical which supplies the ambulances and Biomedical Solutions in the amount of \$1,526.00 is for our Heart Monitors, IV Pumps and AED's which are inspected and certified annually. It was further clarified that Susie Mathewson, for our website, is paid quarterly. McDonald also wished to point out that an annual premium was paid, reflected on page 4, for the hospitalization benefits for one of our employees spouse. On January 3<sup>rd</sup>, 2023 it was decided that insurance premiums would be paid monthly, not in advance. McDonald further noticed that it was also paid in advance on 12/27/2024. In other words, it has been paid in advance for two

years, despite the Boards previous motion, which was agreed to. McDonald wished for this to be on the record and ensure that going forward premiums will not be paid in advance. Raffin stated that she has received a letter from the employee involved, and signed by Raffin, indicating that if they were to separate employment, they would reimburse the Township for any unused portion. Raffin made a **motion** to approve the bills from December 18<sup>th</sup>, 2024 – January 21<sup>st</sup>, 2025, seconded by Bowser. Motion carried with 4 yea votes.

Raffin wished to point out that regarding payroll, there are two sheets, which is a result of the pay period beginning in 2024 and ending in 2025. The December 18<sup>th</sup>- December 31, 2024 payroll period is in the amount of \$23,120.48 and the January 2<sup>nd</sup> – January 21<sup>st</sup>, 2025 payroll period is in the amount of \$25,939.99 and Raffin made a **motion** to approve payroll, seconded by Bowser. Motion carried with 4 yea votes.

### **Treasurers Report**

Received and filed. Raffin made a **motion** to accept the Treasurers report, seconded by McDonald. Motion carried with 4 yea votes. Shannon also reported that John Righi is doing well. Raffin made a **motion** to transfer \$5,000 from the Capital Outlay of water into the Water Fund #591, seconded by McDonald. Motion carried with 4 yea votes.

### **Clerks Report**

Raffin reported that Jamie could attend another water class, in Gaylord, on February 4<sup>th</sup> and is requesting approval for \$180.00. The topic of the class is corrosion and scale and is relative to our current water softener system. Raffin made a **motion** for Jamie to go to a water class, cost to be \$180.00, in Gaylord, seconded by McDonald. Motion carried with 4 yea votes. Raffin also reported that on Monday the 27<sup>th</sup> at 9:00 a.m. we are having a Zoom meeting for all interested employees regarding the retirement plan that the Township pays into, at 10:00 a.m., here at the Township Offices, 44 North will be here to review Health Insurance products. Raffin reported that she received a good deal of positive feedback following the free Transfer Site Day, which included complements regarding Larry's Santa suit and cheerful demeanor.

### **Staff Reports**

- a) Zoning Report: Received and filed. McDonald is recommending that due to the growing needs of our community, he is making a request at all ZBA and Planning Commission Board Members attended continuing education programs. McDonald does have information for upcoming opportunities and will forward that to all Boards.
- b) Fire/EMS: Received and filed.
- c) Maintenance: Maintenance has been busy with snow and ice removal as well as finalizing the Well.

Szukhent reported that Chris Stark has submitted a quote for Pavilion repairs, which does not include materials. Raffin will pull a copy of the original building permit for that project. McDonald spoke with the County Building Inspector who does not believe that permit was ever signed off on. Typically, there is an 18-month warranty on a contractor's work, even if it was subcontracted by the original contractor. More investigation will be forthcoming.

### **Road Commission**

None – Ted Orm excused

**Budget meetings and Public Hearings:**

Szukhent is requesting Budget meetings be scheduled 2/3, 2/6, 2/10 and 2/13/2025 from 8:00 a.m. to noon and Public Hearings during our regularly scheduled Board meeting on 2/18/2025 for approval. McDonald made a **motion** to approve February 3<sup>rd</sup>, 6<sup>th</sup>, 10<sup>th</sup>, and 13<sup>th</sup> for Budget purposes from 8:00 a.m. to noon and then a Public Hearing on February 18<sup>th</sup> in conjunction with our regularly scheduled Board meeting, seconded by Raffin. Motion carried with 4 yea votes.

**Board Comments**

None

Meeting adjourned at 7:30 p.m...

Respectfully,  
Julie Marcotte  
Recording Secretary