

**MINUTES OF THE REGULAR MEETING OF THE  
IRA TOWNSHIP BOARD OF TRUSTEES  
DECEMBER 5, 2022**

The Ira Township Board of Trustees met in the board room of the Ira Township Hall on December 5, 2022 at 7:00 p.m. The meeting was called to order followed by the Pledge of Allegiance.

**ROLL CALL:**

Board members present: James Endres Jr., Thomas Eder and Thomas Lauer, Stella Ruhlman and Jean Corbat.

Board members absent: None

**MINUTES:**

S. Ruhlman moved to approve the minutes of the 11/2/2022 regular, 11/21/22 special and 11/28/22 special meetings, supported by T. Eder.

All voting yes.           Opposing: None

**MOTION CARRIED**

**CORRESPONDENCE:**

- EGLE Permit Application RE 8089 Dixie;

Acknowledged and filed

**OLD BUSINESS:**

Relinquish Water and Sewer Taps - 9638 Dixie

T. Lauer moved to accept the recommendation of the DPS Superintendent and approve the request by property owner to relinquish water and sewer taps at 9638 Dixie Highway effective November 30, 2022, supported by S. Ruhlman.

All voting yes.           Opposing: None

**MOTION CARRIED**

**NEW BUSINESS:**

T & R Janitorial Building Services

S. Ruhlman moved to approve the contract with T & R Janitorial Building Services LLC, for cleaning services for the Township Hall and Library, and authorize the Supervisor to execution the contract on behalf of the Township, supported by T. Eder.

All voting yes.           Opposing: None

**MOTION CARRIED**

Clay Police - Monthly Additional Charges

T. Lauer moved to approve the additional monthly charge of \$2,736.00 from the Clay Township Police Department, for additional services rendered during the month of November 2022, supported by S. Ruhlman.

All voting yes.           Opposing: None

**MOTION CARRIED**

Board of Review Appointments

S. Ruhlman moved to accept the Assessor's recommendation and reappoint Jeffery Gates, Joseph Whitenight and David Furtah to the Board of Review for a 2-year term effective January 1, 2023 through December 31, 2024, and retain Pam Lauer as secretary, supported by J. Corbat.

Voting yes: Endres, Eder, Ruhlman and Corbat

Abstaining: Lauer

Opposing: None

**MOTION CARRIED**

United Way of St. Clair County Proclamation

T. Eder moved to adopt a proclamation recognizing December 2022 as United Way of St. Clair County Month, supported by S. Ruhlman.

Roll Call Vote:

Ayes:       James Endres Jr., Thomas Eder, Thomas Lauer,  
              Stella Ruhlman and Jean Corbat

Nays:       None

**MOTION CARRIED**

Library Sign

T. Lauer moved to accept the recommendation of the DPS Superintendent and approve the proposal from Scoreboard N More, in the amount of \$710.00, for a new library sign, supported by S. Ruhlman.

All voting yes. Opposing: None

**MOTION CARRIED**

Fire Department Sign

T. Lauer moved to accept the recommendation of the Fire Chief and approve the proposal from Scoreboard N More, in the amount of \$575.00, for a new Fire Department sign, supported by S. Ruhlman.

All voting yes. Opposing: None

**MOTION CARRIED**

Audio Sentry Monitoring Agreements

S. Ruhlman moved to approve the monitoring agreements with Audio Sentry Corporation for the Township Hall, Department of Public Services, Fire Department, Library and Water Department, for the sum of \$1,039.50 per quarter, and authorized the Supervisor to sign the agreements on behalf of the Township, supported by T. Lauer.

All voting yes. Opposing: None

**MOTION CARRIED**

Arbor Professional Services

T. Lauer moved to approve the request of Arbor Professional Services to proceed to litigation on the Shook loss which occurred on May 2, 2021, in the amount of \$500.00, supported by S. Ruhlman.

All voting yes. Opposing: None

**MOTION CARRIED**

RES 22-12-01 2023 Poverty Guidelines and Asset Level Test.

T. Eder moved to adopt Resolution 22-12-01 for 2023 Poverty Guidelines and Asset Level Test, supported by S. Ruhlman.

Roll Call Vote:

Ayes: James Endres Jr., Thomas Eder, Thomas Lauer, Stella Ruhlman and Jean Corbat

Nays: None

**MOTION CARRIED RESOLUTION ADOPTED**

RES 22-12-02 Performance and Indemnification Resolution

T. Lauer moved to adopt Resolution 22-12-02 Performance and Indemnification Resolution, supported by T. Eder.

Roll Call Vote:

Ayes: James Endres Jr., Thomas Eder, Thomas Lauer, Stella Ruhlman and Jean Corbat

Nays: None

**MOTION CARRIED RESOLUTION ADOPTED**

RES 22-12-03 Performance Resolution for Governmental Agencies

T. Lauer moved to adopt Resolution 22-12-03 Performance Resolution for Governmental Agencies, supported by S. Ruhlman.

Roll Call Vote:

Ayes: James Endres Jr., Thomas Eder, Thomas Lauer, Stella Ruhlman and Jean Corbat

Nays: None

**MOTION CARRIED RESOLUTION ADOPTED**

M Parks Membership

S. Ruhlman moved to accept the recommendation of the Parks and Recreation Director and approve the M Parks Agency Membership, as a General Fund allocation for the sum of \$500.00, supported by T. Eder.

All voting yes. Opposing: None

**MOTION CARRIED**

M Parks Annual Conference

T. Lauer moved to accept the recommendation of the Parks and Recreation Director and approve the sum of \$456.00 toward the cost to attend the M Parks Annual Conference, supported by S. Ruhlman.

All voting yes. Opposing: None

**MOTION CARRIED**

Lexipol Fire Policies and SOGs

S. Ruhlman moved to accept the recommendation of the Fire Chief and approve the proposal from Lexipol, for the sum of \$3,270.05 for the first year and \$3,245.20 for the second year, to initiate an online policy and standard operating guidelines (SOGs) program within the Fire Department. It will include ongoing monitoring and updates of policies by Lexipol. Members of the Fire Department will be required to review these policies yearly. Motion supported by T. Eder. All voting yes. Opposing: None **MOTION CARRIED**

Fire Department Special Needs Training Program

T. Eder moved to accept the recommendation of the Fire Chief and approve the proposal from Spectrum Training Solutions, LLC, in the amount of \$2,000.00, for interacting with special needs population training, supported by S. Ruhlman. All voting yes. Opposing: None **MOTION CARRIED**

Utility Cost Study - PFM Financial Advisors, LLC Engagement Letter

S. Ruhlman moved to approve the engagement letter from PFM Financial Advisors, LLC, in the amount of \$7,666.70, for a Revenue Sufficiency Study, supported by T. Eder. All voting yes. Opposing: None **MOTION CARRIED**

Newspaper / Attorney of Record / Engineer

S. Ruhlman moved to retain Christine Anderson of Seibert & Dloski as the Township attorney, to retain John T. Monte of Project Control Engineering as the Township engineer and to utilize The Bay Voice as the newspaper of record, supported by T. Lauer. All voting yes. Opposing: None **MOTION CARRIED**

Budget Revision 22/23 #3

Budget Revision 22/23 #3		12/5 Meeting
General Fund		
Expenditures		
Executive Activities		
101-173-957	Dues & Publications	1,500
101-173-974	Capital Outlay - Land Improvements	275,000
Inspection Department		
101-371-818	Contractual Services	4,000
101-371-850	Communications - Telephone	55
Parks & Recreation		
101-751-816.001	Recreation Program - Halloween	50
101-751-816.003	Recreation Program - Christmas Tree	500
101-751-956	Seminars/Workshops/Training	1,000
Net effect on budget will be a \$ 282,105.00 Increase to the Expenditures		
Fire Fund		
Expenditures		
206-000-991	Principal	80,300
206-000-992	Interest - Bond	13,500
Net effect on budget will be a \$ 93,800.00 Increase to the Expenditures		
Water/Sewer Fund		
Expenditures		
592-536-935	Property Liability Insurance	1,000
592-537-935	Property Liability Insurance	5,100
Net effect on budget will be a \$ 6,100.00 increase to the Expenditures		

J. Endres Jr. moved to approve Budget Revision 22/23 #3 for the General Fund, Fire Fund and Water/Sewer Fund, supported by S. Ruhlman. All voting yes. Opposing: None **MOTION CARRIED**

**Budget Amendment 22/23 #3**

12/5 Meeting

**Fire Fund**

Expenditure

206-000-764	Firefighter/Personal Property Equipment	(3,500)
206-000-818	Contractual Services	3,500

T. Lauer moved to approve Budget Amendment 22/23 #3 for the Fire Fund, supported by S. Ruhlman.  
 All voting yes.                      Opposing: None                      **MOTION CARRIED**

**REPORTS:**

- Police Run Report- November 2022
- Building Department Permits - November 2022
- Code Enforcement - November 2022
- DPS Superintendent - November 2022
  - Update on installation of heating system at Water Plant;
  - Update on Waste Water Treatment Authority;
- Parks & Rec Director's Reports - November 2022
  - Update on Spark grant and supporting letters;
  - Update on Tree Lighting event;
  - Thank you to DPS for lighting the Municipal Park and to the Fire Department for delivering Santa to the park;
- Fire Chief's Report
  - 69 runs in November well over last year's count;
  - ISO in last month;
  - Cargo container from MGM has been delivered;
- Supervisor:
  - Waste Water Treatment Authority meeting tomorrow;
  - Employee holiday luncheon scheduled for December 15, 2022 at the Township;
  - Annual audit went well;
  - Happy Holidays to everyone;
- Clerk:
  - Update on voter turnout for the November 8, 2022 State General Election;
- Treasurer:
  - Bank Balances as of November 30, 2022;
  - Water / Sewer Adjustments - November 2022;
- Trustee Eder:
  - Positive audit - thank you to Supervisor;
- Trustee Ruhlman:
  - Thank you to Cindy Babisz for the great holiday event;
  - Happy Holidays to everyone;

**DISBURSEMENTS:**

S. Ruhlman moved to pay the following disbursements totaling \$280,197.44 and supported by T. Lauer.  
 All voting yes.                      Opposing: None                      **MOTION CARRIED**

<b>Reg</b>	
<b>Fund 101 General Government</b>	<b>\$155,654.80</b>
<b>Fund 206 Fire Fund</b>	<b>\$22,456.10</b>
<b>Fund 592 Water / Sewer Fund</b>	<b>\$114,883.49</b>
<b>ACH</b>	
<b>Fund 101 General Government</b>	<b>\$4,438.03</b>
<b>Fund 206 Fire Fund</b>	<b>\$274.43</b>
<b>Fund 592 Water / Sewer Fund</b>	<b>\$1,027.04</b>
<b>Total for All Funds</b>	<b>\$298,733.89</b>

**PUBLIC COMMENT: None**

**ADJOURNMENT:**

With no further business to discuss T. Lauer moved, with the support of S. Ruhlman, to close the meeting at 7:49 p.m.

Respectfully Submitted,

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Jean Corbat, Clerk