



# ALBERT TOWNSHIP

## Regular Board Meeting Minutes

Albert Township Hall

August 19, 2025

**ROLL CALL:** Board Members: Supervisor Michael Szukhent, Clerk Sandy Raffin, Treasurer John Righi, Trustee Marsha McDonald, Trustee Mark Bowser. Also, in attendance were, Zoning Administrator Jeff McDonald, Secretary Hope Rosso, and 13 attendees.

**ABSENT:** Fire Chief Doug Baum, excused.

**ORDER:** The regular board meeting was called to order at 7:00 pm by Szukhent.

**THE PLEDGE OF ALLEGIANCE** to the flag was led by Szukhent.

**1. Agenda.**

Motion made by Raffin to approve agenda. Second by Righi.

All in favor: 5 Yeas                      0 Nays                      **Motion passed.**

- 2. Public Comment:** Sgt. Jacob Hubbard, Seventh District, Michigan State Police Alpena Post introduced himself. Sgt. Hubbard is based here in Lewiston, and will be here when Tpr. Jukanovich is not here and patrolling.

**3. Approve Minutes.**

a. July 15, 2025

b. July 31, 2025 Special Meeting to approve MI Plan grant application

c. August 04, 2025 – Special Meeting Budget Review

d. August 11, 2025 – Special Meeting Presentation by Vanessa Nelson - Expert Human Resources

Motion by McDonald to approve minutes as a consent agenda for July 15, 2025, July 31, 2025, August 04, 2025, August 11, 2025 as presented, second by Raffin.

All in favor: 5 Yeas      0 Nays                      **Motion passed.**

**4. Montmorency Emergency Mgmt. Director – Sarah Melching**

Sarah introduced herself, she is a full time Emergency Manager for Montmorency County. Sarah explained the County received a grant for generators and they are working through the process to get those to the community.

**5. Human Resources Service Proposal (item tabled 7/15/2025)**

a. **Employee Handbook & Audit**

b. **AI & HR: 2025 Playbook**

Motion by McDonald to approve option 2 for \$3,527.50 and will be split with the Township and Fire and EMS budget, second by Raffin.

All in favor: 5 Yeas                      0 Nays                      **Motion passed.**

**6. Title Search (driveway for the Post Office and Pickle Ball Court status)**

Szukhent gave update that Title Search should be completed next week.

**7. Library****a. Trail****b. Deed (see attachment)**

Righi is waiting for an updated map for final after meeting with Library Friends and Jamie.

Motion by McDonald to authorize the supervisor and clerk to execute the deed to convey the property located at 2851 Kneeland Street, Lewiston, MI 49756 parcel number 001-651-000-001-00 to the Montmorency County Public Libraries for as long as the property remains a public library, second by Righi.

Roll Call: Szukhent, Raffin, Righi, McDonald, Bowser, Yea. 0 Nay **Motion passed.**

**8. Security Cameras (Status)****a. Bearded Vinyl (MI Par Plan Grant) & (Estimate for 2 more cameras)****b. Barger Creek (item tabled 7/15/2025 withdrawn 7/18/2025)****c. Spectrum (possible future options for WIFI coming soon)**

MI Par Plan Grant has been submitted.

Motion by Raffin to accept Bearded Vinyl estimate for \$1,215.00 to add two more cameras, second by McDonald.

All in favor: 5 Yeas 0 Nays **Motion passed.**

Barger Creek item withdrawn, and Spectrum is a possible Wi-Fi option after the merger with Astrea and the switch over is completed.

Fire Chief Baum entered the meeting at 7:20 pm via phone.

**9. Other tabled Items (5/13/2025)****a. Lights over doors for \$300.00 by Dan.****b. Well pump control switch for a generator is \$4,200.00 (called 8/6 for updated quote)**

Raffin said Dan will have the lights over both doors for the township building done next week.

Motion by Raffin to approve quote for \$4,200.00 to get a well pump control switch for a generator, second by Bowser.

All in favor: 5 Yeas 0 Nays **Motion passed.**

**10. Quote from Andy's – replace on failed ventless back up heater in well house.**

Motion by Raffin to approve quote for \$2,590.00 to accept quote from Andy's to replace the failed ventless back up heater in well house, second by McDonald.

All in favor: 5 Yeas 0 Nays **Motion passed.**

**11. Approve List of Bills to be Paid.**

Motion by Raffin, to approve list of bills as presented, for July 14, 2025 to August 18, 2025, second by Bowser.

All in favor: 5 Yeas 0 Nays **Motion passed.**

**12. Treasurer's Report**

John Righi, Township Treasurer, information is in the packets.

Accepted as presented, received, and filed.

Righi also addressed and upcoming topic, Fire & EMS special assessment. There will need to be a purchase of a new fire truck. Baum stated it will take up to 3 years to get the truck from production. Baum is waiting on an estimate. Baum recommends the township keeps the same as the past 5.1 or a small increase. **No Motion.**

**13. Clerk's Report**

Raffin stated there will be an ISD election in November. Raffin ordered signs for the Buttles Walking Path and for the Pickle Ball Court, from Bearded Vinyl. Updates on backhoe buyout was given; however, nothing will happen until next budget year. Raffin wants to advertise to get bids for the irrigation system for the pavilion. Raffin stated she went to the main cemetery and there are 40 trees that need to be removed because of the damage from the ice storm. Ice storm claim has been submitted.

Motion by Raffin to approve quote for main cemetery sign, for \$14,800.00 covered by the millage fund, second by McDonald.

Roll Call: Szukhent, Raffin, Righi, McDonald, Bowser, Yea. 0 Nay **Motion passed.**

**14. Fire & EMS Bid opening**

Snowmobile - James Okker, \$3,895.00

Joe Noiskey, \$3,800.00

Frank Biningo \$7,501.00 **\*\*Winning Bidder\*\***

No bids for ambulance.

Motion by Raffin, to lower bid to \$15,000.00 for the ambulance and bids are due 1 week prior to next meeting, second by Righi.

All in favor: 5 Yeas                      0 Nays                      **Motion passed.**

**15. Staff Reports:****Zoning**

Jeff McDonald, Zoning Administrator, information is in the packets.

Accepted as presented, received, and filed.

**Fire & EMS**

Doug Baum, Fire Chief, gave hard copy of report to the Board.

**Maintenance**

Szukhent reported the island dividers for the stop signs have been cleaned out and will be filled by the Road Commission by September 1<sup>st</sup>.

**Road Commission**

Ted Orm reported there is a new sign in front of the main building in Atlanta and is helpful getting information out as it is a rolling LED sign. Looking to hire a full time mechanic, no seasonal help applications came in this year for the extra help.

Tentative date of July – August 2026 there will be a mill and fill job from the 4 way stop to Buttles Rd on 612. Could be changed as much as 6 weeks early. There will be more communication with the township with the project due to events in downtown in the summer.

**16. Board Comments - None**

**17. Adjournment**

Motion by Raffin, to adjourn at 8:09 pm.

Minutes Submitted by:

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Hope Rosso, Albert Township Secretary