

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471
Tuesday, February 1, 2022 – 6:00 pm

The Watertown Township Board meeting was called to order by Supervisor, Scott Franzel at 6:00 pm. All present rose and recited the Pledge of Allegiance.

PRESENT: Cambridge, Coats, Dixon, Franzel, Ross and Diaz

ABSENT: None

GUESTS: Matt Cole, Susan Cole, Jason Radloff, Gary Heberling

ADDITIONS OR CORRECTIONS TO THE AGENDA

Ross requested that

- Insurance Claim - 805 S. Banner Road be added under Clerk's Report

Ross requested, on behalf of Jeannie Diaz, that

- Poverty Exemption Form be added under Tax Assessor's Report

*** Dixon made the motion to accept the agenda as amended. Coats supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried

MINUTES

Franzel requested approval of the January 4, 2022 Regular Meeting Minutes.

*** Franzel made the motion to accept the Regular Meeting Minutes for January 4, 2022 with the change of January 20 and 22 to January 20, 2022 under Website Report. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

OFFICIAL GUEST

None

PUBLIC OFFICIALS

Gary Heberling, District 2 Commissioner reported that:

- Commissioners are working with the Medical Care Facility Administration on the facilities' budget shortfall
- Six new portable radios were purchased for the Sheriff's Department
- Open employment positions were posted

PUBLIC COMMENT

None

CORRESPONDENCE

- Franzel received an update, from the Road Commission, on the Scott Campbell's Drain Project
- Ross received a letter with Planning and Zoning Committee Member Training dates

ROAD COMMISSION

- Franzel reported "Welcome to Watertown Township" road signs are installed.

SUPERVISOR

1. Board of Review Member Appointment

*** Dixon made the motion to accept the appointment of Jim Hacker to replace Bob Danek on the Board of Review Committee. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried

2. Updating Planning Commission Member Appointment

Franzel reported that:

- With Jim Hacker replacing Bob Danek, Jim's appointment term ends 3/31/22
- With Rebecca Cambridge replacing Bill Dixon, Rebecca's term will end 11/30/24.

3. Planning Commission Members 3/31/2022 Appointments

Franzel reported that Planning Commission members whose appointments end on 3/31/22 are Jim Hacker, Mark Batkie and Al Stoutenburg.

4. Township Credit Card

Franzel reported that a credit card is needed for the new Highline Internet Service Account.

***Cambridge made the motion that Sheila Coats researches and possibly apply for a Township Credit Card. Dixon supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

TREASURER

1. Coats requested approval of January 2020 checks number 16728 thru 16755 for a total amount of \$9,212.90.

***Dixon made the motion to approve the paid bills as presented. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

Coats gave the Board a 2021-2022 budget report for their review. Part of the March 1, 2022 Regular Meeting will be the 2021-2022 Budget Review and 2022-2023 Budget Adoption.

CLERK

Ross:

1. Requested a motion to approve the monthly bills to be paid.

*** Dixon made the motion to approve the bills to be paid as presented. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

2. Insurance Claim - 805 S. Banner Road

Ross was contacted by the insurance company handling the fire claim on 805 S. Banner Road. Due to the extent of the fire damage, the Michigan Fire Withholding Program allows the insurance company to give 25% of the settlement to the Township. After total clean up, the township will give the funds to the owner. If the clean up is not made, the funds may be used to clean up the fire debris.

*** Coats made the motion to accept 25% of the 805 S. Banner Road Fire settlement and hold it, as provided by the Michigan Fire Withholding Program. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

CEMETERY REPORT

Ross presented the Cemetery Activity Report through January 2022, as submitted by John Harding, Sexton:

- Three (3) standard weekday burials with winter rates applied.

SEWER REPORT

Dixon Reported

- The regiment on daily sewer check-ins has been relaxed to weekly check-ins. Flow rates are still being charted. Station warning alarms for 2020-21 ranged from June 7th until August 7th. There hasn't been an alarm since a lock was placed on the lift station.
- Meters will be read later in the month
- He is continuing to monitor for new grants that may be available.

PLANNING BOARD

Cambridge reported that:

- The Board is reviewing ordinances. For the first meeting, the Board chose the first 5 ordinances for each member to review. At the next meeting, they will review and/or update each ordinance. Once approved, the Board will proceed to the next selection of ordinances.
- The next goal is working on the 2022 Master Plan.

WEBSITE REPORT

Cambridge reported that she:

- Created an Ordinance Tab at the top of the home page.
- Updated township committee members and information as needed.
- Updated or archived agendas and minutes as need.
- Updated the calendar and announcements as needed.
- Added BS&A public records search link.
- She and Josh Cambridge are working on updating the website in both appearance and ease of use.

***Franzel made the motion to approve updating the township website. Dixon supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

TAX ASSESSOR

1. Poverty Exemption Form

- On behalf of Diaz, Franzel requested that the Board approve and sign the Poverty Exemption Form.

***Franzel made the motion to approve the Poverty Exemption Form as presented. Dixon supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

Franzel signed and Ross will process the form.

ZONING

1. Waiting on a letter from Kyle to reflect new fines associated with blight
 - Franzel reported he is waiting on this letter.

PERMITS ISSUED:

1. Cell Tower Permit for upgrading system.
 - Franzel reported that he signed the permit and emailed it back.

OLD BUSINESS

1. Front Door Floor Issue Update
No update
2. Cemetery Trees Condition
No update or action
3. Cemetery Trees Removal
No update or action

NEW BUSINESS

1. Solar Fee Schedule

- To ensure that the township has the necessary funds for any and all research and processing expenses, Dixon recommended a Solar Project Application/Permit Fee of \$1,000 per megawatt. If the project is not approved, the unused portion of the fee will be returned to the applicant.

***Franzel made the motion to accept that the medium & large Solar Project Application/Permit Fee be set at \$1,000 per megawatt. Coats supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried

***Dixon made the motion to approve that a small Solar Project Application/Permit Fee be a flat \$100, consistent with Regular Township zoning fees. Franzel supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried

2. ARPA Money Plan

- Discussion was held on the receipt of the remainder of the American Rescue Plan Act (ARPA) Funds and the most advantageous use of the funds.

3. Internet/Computer Ground Wire

- Franzel and Dixon will install the Internet/Computer Ground Wire.

ADJOURN

***Coats made the motion to adjourn the meeting at 7:42 p.m. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried

Next Regular Board Meeting is Tuesday, March 1, 2022, 6 pm.

Respectfully submitted,

Tammy Ross, Clerk