

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471
Tuesday, March 1, 2022 – 5:30 pm

The Watertown Township Board Budget Meeting was called to order by Supervisor, Scott Franzel at 5:40 pm. All present rose and recited the Pledge of Allegiance.

BUDGET MEETING

Coats gave the proposed 2021-22 amended budget and 2022-23 budget to the Board. Discussion was held.

***Franzel made the motion to approve the 2021-22 amended budget as presented. Cambridge supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

***Cambridge made the motion to approve the proposed 2022-23 budget as presented. Franzel supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

***Coats made the motion to adjourn the Budget Meeting at 6:10 pm. Franzel supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

The Watertown Township Board Meeting was called to order by Supervisor, Scott Franzel at 6:15. All present rose and recited the Pledge of Allegiance.

PRESENT: Cambridge, Coats, Franzel, Ross and Diaz

ABSENT: Dixon

GUESTS: Matt and Susan Cole, Ken Landsburg, Ed Scribner, Andrew Palmer, Jim Hacker

MINUTES

Franzel requested approval of the February 1, 2022 Regular Meeting Minutes.

***Cambridge made the motion to accept the Regular Meeting Minutes for February 1, 2022. Coats supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Franzel requested that

- Road Commission be moved on the agenda to before Official Guests

Ross requested that

- Insurance Reply be added under Clerk's Report
- Banner Road Insurance Payment be added under Clerk's Report
- Farm Bureau be added under Correspondence

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

ROAD COMMISSION

Andrew Palmer, Road Commission Foreman, gave out information regarding road work and projects that have been done, proposed 2022 road work and projects and approximate costs. Discussion was held.

***Coats made the motion to accept the Second Mowing Agreement as presented. Coats supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried

OFFICIAL GUEST

None

PUBLIC OFFICIALS

None

PUBLIC COMMENT

Township resident Ken Landsburg addressed the Board regarding his view on the new Solar Ordinance and the effect it may have in the future.

CORRESPONDENCE

1. Drain Commission Estimate
 - Franzel presented the Drain Commission Estimate of \$7,803.00 to the Board
2. Sam.Gov Update Confirmation
 - Franzel reported that he updated the Coronavirus Recovery Funds Information and received the confirmation.
3. Gary Heberling letter to Township Residents - Water and Sewer Repair Opportunity
 - Franzel read a letter regarding water and sewer grants as provided by Gary Heberling.
4. Highline Internet Service Email
 - Franzel reported he received the monthly notification
5. Board of Review & Citizen Planner Training
 - Jim Hacker completed Board of Review Training and completed his Citizen Planning Training.
6. CAGE Update Status
 - Franzel presented the CAGE Update Information. He updated it and gave the Treasury Portal information to Coats.
7. Gravel Prices
 - Franzel presented a gravel price report. The report includes the actual price and the township share.
8. Farm Bureau
 - Ross reported Farm Bureau has invited the Board to their first Pizza and Politics Event on March 10th at 6:30 pm.

SUPERVISOR

1. Planning Commission Member Replacement
 - Franzel requested approval for Jim Hacker to replace Gary Fetting on the Planning Commission. The original term ends on 3-31-2024.

*** Cambridge made the motion to appoint Jim Hacker on the Planning Commission to replace Gary Fetting as presented. Coats supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

2. Planning Commission Member Term
 - Franzel reported that terms for Planning Commission Members Jim Hacker, Mark Batkie and Al Stoutenburg end on 3-31-22.

*** Cambridge made the motion to re-appointment of Jim Hacker, Mark Batkie and Al Stoutenburg to the Planning Commission as recommended by Franzel. Coats supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

3. Township Credit Card
 - Coats contacted the Bank. The bank has special requirements for processing municipality credit cards requests. She is still working on this with them.

TREASURER

Coats requested approval of February 2022 checks number 16756 thru 16780 for a total amount of \$8,281.32.

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

Coats handed out to the Board the 2021-22 financial information to date.

1. American Recovery Plan Act - NEU Portal
See Correspondence, Item number 6

CLERK

Ross requested a motion to approve the monthly bills to be paid.

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

1. Planning Commission By-Laws
No Action

2. Insurance Reply
Ross reported that an increase in non-monetary defense insurance coverage has been approved for \$250,000. Discussion was held on increasing this amount and starting an organized system to track and document land use decisions.

***Cambridge made the motion to approve the increase of the non-monetary defense insurance coverage from \$100,000 per occurrence to \$250,000 per occurrence. Franzel supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

3. Banner Road Insurance Payment
Ross reported that the clean-up assurance insurance check was received for 805 S. Banner Road in the amount of \$11,167.50. The funds will be given to the homeowner once the cleanup is made.

CEMETERY REPORT

Ross presented the Cemetery Activity Report through February 2020, as submitted by John Harding, Sexton:

- There were no burials for the month

1. Database Update
No Update

SEWER REPORT

Franzel gave the report as submitted by Dixon:

- Lift Station functioning as normal
- Water Meter has been Ledger completed for February 2022
- There was a water meter alarm at 7:40. Looked like a false alarm and the alarm was reset.

PLANNING BOARD

Cambridge reported that she is taking the Citizen's Master Planning Course in May and will be taking a Drafting Ordinance Webinar. No Board approval is needed as each member is authorized to take up to \$500 in classes yearly.

1. Update/Revise Planning Commission By-Laws
Franzel will email Ross and Cambridge a copy of the Planning Commission By-Laws. The by-laws will be added to the township website.

Cambridge reported that at the March 17th Planning Commission Meeting the following ordinances will be worked on - Blight, Cemetery, Dangerous Animals, Dangerous Buildings and Fire Protection.

WEBSITE REPORT

Cambridge reported that she:

- Added Fire Department Meeting Dates.
- Updated township committee members and information as needed
- Updated minutes as needed.
- Updated the calendar
- Added notices and announcements as needed

***Franzel made a motion to approve a stipend of \$50.00 a month for Cambridge due to her website duties that are above and beyond the duties of a Board Trustee. Coats supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried.

Cambridge spoke with the Board about website posting deadlines. Unapproved minutes must be posted within 8 days of the meeting. Discussion was held on meeting all deadlines.

TAX ASSESSOR

Diaz reported that

- Board of Review Tax Notices have been mailed. Any protest letters must be received by Tuesday, March 15 by noon. Discussion was held on mail pickup that day.

ZONING

Franzel reported:

- 1) Blight Fines - Legal Correspondence

Franzel is still waiting on a letter from the Township Attorney

- 2) Violation Notice - 941 Wedge Road, Sandusky

Franzel reported that the homeowner will receive a violation letter from the county.

PERMITS ISSUED:

No Report

OLD BUSINESS

- 1) Front Door Floor Issue Update

No update

- 2) Cemetery Trees Removal - East Side of Driveway

No update or action

NEW BUSINESS

- 1) Solar Ordinance Updates on Fee Schedule and Missing Words

Franzel reported the fee schedule is done.

- a) ARPA Money Plan
- b) Updated (SAM) for Award Management
- c) American Recovery Plan Act - NEU Portal

See Correspondence, Item Number 6

ADJOURN

***Coats made the motion to adjourn the meeting at 8:05 pm. Cambridge supported. Ayes: Cambridge, Coats, Franzel and Ross. Nays: None. Motion carried

Next Regular Board Meeting is Tuesday, April 5, 2022, 6 pm.

Respectfully submitted,

Tammy Ross, Clerk