

**Watertown Township**  
2630 South Sandusky Rd  
Sandusky, MI 48471

Board Regular Meeting Minutes  
Tuesday, September 6, 2022 – 6:00 p.m.

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

PRESENT: Cambridge, Coats, Dixon, Franzel and Ross

ABSENT: Diaz

GUESTS: Brad Harrison, Gary Heberling, Jon Johnson, Jason Radloff and James Hacker

**MINUTES**

Dixon requested approval of the July 26, 2022 Regular Meeting Minutes.

\*\*\* Motion by Dixon, Supported by Coats to approve the minutes as presented. All in favor. Motion carried.

**AGENDA**

Coats Requested –

- Agreement Between Funeral Homes and Cemetery be added under New Business, Item Number 9

\*\*\* Motion by Dixon, Supported by Cambridge to approve the agenda as presented. All in favor. Motion carried.

**PUBLIC OFFICIALS.**

District 2 Commissioner Gary Heberling, reported

- A Personnel Meeting was held. MSU and 4H issues and possible restructure of the programs were discussed.
- The Health Department requested that the Medical Examiner be given a raise of \$20,000 for the 2023 year due to the increase in autopsies.
- Due to lack of a sewer disposal filter from the jail, there was an issue with clogging up the DPW system. Therefore, a sewer filtering system was approved to be installed filtering system be installed at a cost of \$253,000.
  - o Discussion was held on other sewage issues.
- Requests for proposals to build a new animal shelter building by the DPW will be sought. Preliminary cost is \$105,000.
- Steve Scribner was awarded the snow plow bid.

**PUBLIC COMMENTS**

None

**CORRESPONDENCE**

1. Samsung Katherine Park Resignation
  - Franzel presented Ms. Park's resignation letter for the Board's review
2. Road Commission text from Andrew Palmer
  - Franzel reported he attended a meeting regarding the Townline Road Project. Reconstruction work has been done, culverts are in place and the project is nearing completion.
  - Ross reported that the Road Commission sent an invoice new invoice for the culvert that was stolen from the Banner Rd/Cooper tube replacement and it was \$518.09 higher than the original invoice. Franzel is talking with Andrew Palmer to dispute the higher bill.

\*\*\* Motion by Franzel, Supported by Dixon to dispute the bill. All in favor. Motion carried.

3. Community Member Request to Speak - MMMP (Michigan Medical Marijuana Program) Opt In
  - Franzel reported that the community member was not in attendance.

### **NEW BUSINESS**

1. Jon Johnson, Burnham & Flower Insurance Company Representative
  - Mr. Johnson reviewed the township's coverage, insurance sponsored grant and scholarship opportunities. Discussion was held. By informal decision, the Board did not renew Limited Terrorism Coverage. Nays: Dixon, Franzel, Coats. Aye: Ross, Cambridge

\*\*\* Motion by Franzel, Supported by Dixon to approve the renewal as presented. All in favor. Motion carried.

2. Spicer Group Master Plan Representative
  - The representative was not present.
3. Waste Removal Quotes
  - Brad Harrison, GFL Representative, discussed the possibility of a waste and recycling programs for the approximately 550 homes in the township. Trash pickup only for 550 homes would be approximately \$28 per month per home. This would include a 96 gallon toter (trash can) for each household.
  - There was not a Waste Management Representative present.
4. Upgrade of Coach Lights to LED
  - Franzel asked the board if someone could pick out a couple different outside light fixtures to replace the old ones
5. Upgrade Water Meters

Dixon reported he is working with Sandusky City Manager, Dave Faber on this project. Mr. Faber indicated that the meters would have to be in a climate-controlled area and estimates the cost will be approximately \$1,000 per household if a plumber roughs in the area for installation.
6. Cemetery Tree Removal Survey

Franzel reported that he and Dixon looked over the next three rows of trees in the cemetery and they should be removed. Dixon expressed his concerns about homeowner property lines on the North and East sides of the cemetery.

\*\*\* Motion by Dixon, Supported by Franzel to have a certified survey done of the North and East side of the present cemetery. All in favor. Motion carried.

Ross will contact the insurance company to see if there is coverage for dangerous tree removal and contact Paterson Tree removal. Franzel will contact surveyor John Milletics.

7. Master Plan Update Survey and Other Surveys
  - Cambridge will add the survey to the website.
8. Board of Appeals Membership
  - Franzel reported that the Board of Appeals Committee needs a Member at Large.
  - Cambridge is checking with possible candidate.
9. Agreement Between Funeral Homes and Cemetery

Coats reported Carolyn Stoutenburg submitted a proposed agreement between Funeral Homes and the Cemetery regarding burial and placement. Discussion was held. The recommendation is that the agreement should be made between the family and cemetery.

### **ROAD COMMISSION**

1. Public Hearing
  - Franzel reported that the Road Commission will be doing half a mile between Townline and Eddy roads at a time due to the MDOT erosion control. Townline road should be done at the end of the week. Ditches are dug and culverts are put in and the road looks great.

**ZONING:** *Scott Franzel*

1. Pole Barn – 805 W. Applegate Road
  - Franzel presented the permit
2. House & Garage – 220 W. Miller Road
  - Franzel presented the permit
3. Roof Solar Panels – 57 Morris Road
  - Franzel presented the permit and reported the check was received.
4. Pole Barn – 600 W. Applegate
  - Franzel presented the permit
5. Rezoning – 111 Morris Road to Commercial
  - Franzel reported that the application has been put in the paper.
6. Sign Replacement – 595 S. Sandusky Road
  - Franzel presented the permit

**TREASURER'S REPORT:** *Sheila Coats*

Coats requested approval of the August 2022 checks number 16929 thru 16970 for a total amount of \$31,550.55

\*\*\* Motion by Cambridge, Supported by Dixon to approve the August 2022 checks as presented. All in favor. Motion carried.

Coats reported the debit/credit card should be in place by the next meeting.

**CLERK'S REPORT:** *Tammy Ross*

Ross requested a motion to approve the monthly bills.

\*\*\* Motion by Dixon, Supported by Cambridge to approve the bills with the exception of the Road Commission culvert invoice. All in favor. Motion carried.

**CEMETERY REPORT:** *Tammy Ross*

No Report

**SEWER REPORT:** *Bill Dixon*

Dixon's Report -

- Sewer meters were read on 8/27 and sent to the clerk
- 15 were not accessible and water usage was based on last year and last quarter's usage
- He was threatened to be shot by a homeowner, so this will be his last in person meter reads. He will still be the administrator
- He shared his passwords to the water system with the Board
- He will train a replacement
- He has made a list of the first 15 meters he recommends replacing
- Spoke with Brad Schlagher regarding the upcoming M19 work
- Townley Engineering found a couple of engineering drawings for the lift station and sent them over
- Submitted the sewer drawings that there are electronic copies of engineering drawings for the lift station and sent them over
- Submitted actual receipts
- Discussed the free dump day survey. One resident was asked not to use the dumpster outside of business hours. Would recommend a ~~proban~~ prohibition of roofing and/or building materials in the future.

**PLANNING BOARD** *Becky Cambridge*

- Next meeting on September 15, 2022 at 6:00 p.m.

**WEBSITE REPORT:** *Becky Cambridge*

- Added approved and proposed minutes as needed
- Updated the Zoning Board of Appeals Contact List
- Archived minutes and agendas as needed
- Will add the survey
- Will post pictures of Yard Sale/Free Trash Day photos
- The Smart Community Signs are ordered.

**TAX ASSESSOR:** *Jeannie Diaz*

No Report

**PERMITS ISSUED:**

See Zoning

**OLD BUSINESS**

1. ARPA Grant Plan
  - Franzel reported they are still working on the plan
2. Vinyl Flooring
  - Cambridge submitted and discussed the flooring quote for \$1,090. Included is vinyl flooring for the foyer & bathrooms and all installation. Discussion was held on covering (rugs) to protect the high traffic areas.

\*\*\* Motion by Coats, Supported by Cambridge to approve the quote as presented. All in favor. Motion carried.

**ADJOURN**

\*\*\*Coats made the motion to adjourn the meeting at 8:13 p.m. Cambridge supported. All in favor. Motion carried

Next Regular Board Meeting is Tuesday, October 4, 2022, 6 p.m.

Respectfully submitted,

Tammy Ross, Clerk