

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Board Regular Meeting Minutes
Monday, October 30, 2023 – 5:30 pm

The Watertown Township meeting for Public Accuracy testing began at 5:30 and was conducted by Clerk Ross and Deputy Clerk/Co-Chair Election Inspector Cole. The Accuracy Test was completed by 6:05 pm and it was determined that all the equipment was working properly. The documents were signed by the Township Election Commission: Clerk Ross, Deputy Clerk Cole, and Treasurer Coats. All ballots and signed testing document were placed in the ballot container and sealed by Clerk Ross.

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

PRESENT: Coats, Cole, and Ross

ABSENT: Cambridge, Diaz, and Dixon

GUESTS: Diane and Don Ferguson, Jeff Renaudin, Dick Henderson.

BOARD OF TRUSTEE MEETING MINUTES: CONSIDERATION/APPROVAL

Ross requested approval of the October 3, 2023 Regular Meeting Minutes.

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

AGENDA: CONSIDERATION/APPROVAL

ADDITIONS OR CORRECTIONS TO THE AGENDA

- None

*** Motion by Cole, Supported by Coats to approve the agenda as presented. All in favor. Motion carried.

CORRESPONDENCE

Ross presented the Board with the following two blight complaints.

- a) Blight Complaint 664 S. Sandusky Rd via telephone (grass mowing & debris)
- b) Blight Complaint 420 S. Sandusky Rd (accumulation of garbage)

NEW BUSINESS

- a) Zoning Administrator/Enforcement Officer Job Description (consideration/approval)
 - This item has been tabled until the December 2023 regular meeting.
- b) 5-year Recreation Plan Draft: Public Notice of Review. (publish on 11-1-23)
 - Ross informed the Board that this notice is scheduled to be published.
- c) 5-year Recreation Plan Draft: Notice of Public Hearing on 12-5-23. (publish on 11-15-23)
 - Ross informed the Board that this notice is scheduled to be published.
- d) DTE Energy Tree Planting \$4,000 Grant Award: (consideration/approval)
 - Coats informed the Board the township was awarded a \$4,000 DTE Energy Tree Planting Grant. The grant requires a \$4,000 Township match.

*** Motion by Cole, Supported by Coats to approve spending \$8,000 for trees, of which \$4,000 will be covered by the grant and the township will match with \$4,000. All in favor. Motion carried.

OLD BUSINESS

- a) ARPA Grant Fund Planning
 - 1. RFP (Request for Proposal) published seeking Geo-location and inventory of sanitary sewer.
 - Ross informed the Board that this RFP will be published. The deadline is December 31, 2023.
- b) Ordinance Review and Updates (on going)
 - This item was tabled until the full Board is present.
- c) Creative Rides Insurance Check (property owner advised of requirements for issuance)
 - As the cleanup of the burned-out building has been completed, the insurance cleanup funds will be forwarded to the Creative Rides Company. Unlicensed cars and piles of steel are considered blight issues and not part of the building cleanup.
- d) Workers Compensation Replacement Check
 - Ross working on this.
- e) Township Waste Removal District Special Assessment Report Preparation (in process)
 - Ross reported this is in process.
- f) Sylvan Dr. Dangerous Buildings complaint (on-going)
 - Coats informed the Board that the owner was to have the building removed and to date, has not fulfilled this obligation.

TREASURER'S REPORT/POSSIBLE ACTION

Coats requested approval of the October 2023 checks number 17372 thru 17399 for a total amount of \$51,869.49.

*** Motion by Cole, Supported by Coats to approve the October 2023 checks as presented. All in favor. Motion carried.

- a) Coats passed out the annual audit report for the Board's review.

CLERK'S REPORT/POSSIBLE ACTION

- a) Approval of current claims
 - Ross requested permission to pay the monthly bills

*** Motion by Coats, Supported by Cole to approve payment of the monthly bills as presented. All in favor. Motion carried

- b) November Election
 - Ross reported that the election will be held on Wednesday, November 7, 2023. Everything is ready.

Ross received an invitation for the Board to attend the Sanilac Chapter of Michigan Township Association Christmas party/meeting. The event will be held on Wednesday, December 13, 2023 at Liberty Lanes, starting at 5:00 p.m. Cost is \$20.00 each. Guest speaker is Neil Sheridan of MTA Executive Director and Leslie Hilgendorf Sanilac County Clerk. Reservations must be received by Ross or the County Clerk's Office on or before December 6, 2023

CEMETERY REPORT/POSSIBLE ACTION

- a) Burials & Lot Sales

- Ross reported two weekday cremations, one weekend cremation and one weekday burial during the month of October.
- b) Paterson contacted by Susan Cole (on-site review pending availability)
 - Cole reported the Mr. Paterson is very willing to come back and look at the areas the cemetery trees were removed from. Dixon will arrange a meeting time.
- c) Headstone Repair
 - No Action

SEWER REPORT/POSSIBLE ACTION

- a) Sewer fund (-\$3,300 for Year Ending 3/31/22) & (-\$6,600 Year Ending 3/31/23)
 - No action
- b) Recommended \$20 rate adjustment per quarter effective 12/1/23
 - Coats reported that the sewer fund is losing funds. The City of Sandusky raised their sewer rates. Coats & Dixon reviewed the present budget and also recommends a raise of the townships rates by \$20.00 a quarter.

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PLANNING BOARD/POSSIBLE ACTION

- No report

WEBSITE REPORT/POSSIBLE ACTION

- No report

TAX ASSESSOR/POSSIBLE ACTION

- No report

PUBLIC OFFICIALS

- No report

PUBLIC COMMENT

- Township resident Don Ferguson requested an update on the zoning of the building on Watertown Road and M-19, has concerns about partially burned out house on Marlette Road and M-19 and does not agree that the Township needs a Blight Officer.
- Township resident Jeff Renaudin expressed his concerns that Miller Road will not hold up when used as an alternative route when M-46 is shut down for construction next year. The last rain tore the road up as it is and the extra traffic will make it worse. Coats commented that, as it is a Michigan road project, there may be funds for this type of project. He also expressed his concerns about the building on Watertown and M-19. Coats commented that it has to start at the Planning Commission, as they are temporarily doing zoning for the Township.
- Township resident Diane Ferguson spoke about equal treatment for township residents in all matters and keeping the voice of the people.

ADJOURN

***Coats made the motion to adjourn the meeting at 7:43 p.m. Cole supported. All in favor. Motion carried

Next Regular Board Meeting is Tuesday, December 5, 2023, 6 pm.

Respectfully submitted,

Tammy Ross, Clerk