

**Watertown Township**  
2630 South Sandusky Rd  
Sandusky, MI 48471  
Tuesday, December 3, 2019 – 6:00

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

PRESENT: Kenny, Coats, Cambridge, Franzel and Ross

ABSENT: None

GUESTS: Jeannie Diaz, Jeff Renaudin

**ADDITIONS OR CORRECTIONS TO AGENDA:**

Diaz requested that

Federal Guidelines for Poverty Exemption be placed under New Business

Franzel requested

Clarification on the status of Non-Conforming Commercial Property when sold. Diaz stated that Non-Conforming Commercial Property Status usually reverts back to the normal status after 6 months or longer of non-commercial use, but the township ordinance should be checked. Jeff Renaudin stated that in his experience it has been 12 months or more of non-conforming commercial use or if the building/property is destroyed more than 75% of the value.

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

**CORRESPONDENCE:**

Franzel reported that:

1. The correction acknowledgement letter from Michigan Dept. of Treasury was received and the matter is complete.
2. He received the Township Hall window bid from Sanilac Glass for \$440.00
3. He received Health Department notification that 835 Watertown Road is running raw sewage into the ditch. This is a notification only, no action needed.
4. He received a variety of professional development opportunities for Board Members and he will also present the opportunities at the December 10<sup>th</sup> meeting.

**CLERK:**

1. Approval of November 5, 2019 minutes

**TREASURER:**

1. Approval of November check # 15987 thru # 16011 total amount \$229,660.85

\*\*\*Cambridge made the motion to approve November minutes, and November checks 15987 thru 16011, amount of \$229,660.85 as stated. Kenny supported. Ayes: Coats, Cambridge, Franzel, Kenny and Ross. Nays: None. Motion carried.

**PUBLIC OFFICIALS:**

None

**FIRE ASSOCIATION REPORT:**

Ross gave the Fire Chief's Report from the November 19, 2019 Fire Association Meeting

1. The department voted Todd Hillman to be the Fire Chief for the upcoming year
2. The Board approved the appointment
3. MMRMA has completed and returned all needed information for the coming year's insurance renewal
4. Since the October 2019 meeting there have been 14 runs – 4 chargeable and 10 non-chargeable. Non-chargeable may include, but are not limited to, lift assists, rescue, assist to township and/or assist to EMS.

### **SEWER REPORT:**

Kenny report that:

1. Sewer readings are complete with the exception of one. He has tried to get the reading 5 times. The residents will not answer the door and put a fence up in the back yard. The Board instructed that an estimated invoice be sent.
2. He attended a Marlette Council Meeting and the police chief reported that it is not recommended to use personal email or phone numbers for township business. If there is a township issue, all personal information is also subject to FOIA requests. By unanimous consent, the Board approved that Kenny and possibly the township attorney research the issue.

Franzel reported that:

1. Dana Lee requested information on non-payment of sewer invoices. Coats stated that the amount owed, as well as late fees, will be added to the tax rolls.

### **WEBSITE REPORT**

Cambridge reported that:

1. She added the Schedule of Fees to the website
2. She deleted the website rules and regulations tab and moved the one ordinance that was under the tab to the ordinances section. After discussion, the rules and regulations tab will be added back in and Board meeting rules & regulations will be added under the tab.
3. Board meeting minutes and agendas are up to date and are being archived after one year.
4. She needs Planning Commission minutes. Coats will forward.
5. She is working on verifying contact information.

### **PUBLIC OFFICIALS:**

None

### **PUBLIC COMMENTS:**

1. On the topic of not using personal contact information for township business, Jeff Renaudin suggested the possibility of Board Members adding a companion phone number to an existing cell phone plan and using that phone number for township business.

### **ZONING:**

Franzel reported that

1. Ron Smith 2720 South Sandusky Road – Franzel received a call from Debbie Miller and she has blight issues with the house on the corner of North Street across from the Party Store (2720 S. Sandusky Road) Franzel drove by the property and there is trash, the remains of a burned couch, a refrigerator with the door open, etc. in the yard.

\*\*\*Coats made the motion that Franzel send the official township letter to the resident and homeowner explaining there has been a complaint, they are in violation of the township blight ordinance and the steps that will be taken to ensure compliance. Cambridge reported. Ayes: Coats, Cambridge, Franzel, Kenny and Ross. Nays: None. Motion carried.

2. James Spoutz 105 Morris Rd – Nothing new
3. Thibodue 2586 S Sandusky Rd – Nothing new

**PERMITS ISSUED:** Franzel reported:

1. No new permits issued

**OLD BUSINESS:**

Franzel reported:

1. Air Advantage – Grant Program – no new news
2. Wind Ordinance – Ross filed ordinance at the Court House and it is complete.

**NEW BUSINESS:**

1. Received bid for replacing 4-windows for township hall that have moisture between the glass  
Franzel received a bid from Sanilac Glass in the amount of \$440 to replace the 4 township hall windows that have moisture between the glass.

\*\*\*Coats made the motion that the bid from Sanilac Glass in the amount of \$440 to replace the 4 township hall windows that have moisture between the glass be approved. Cambridge supported. Ayes: Coats, Cambridge, Franzel, Kenny and Ross. Nays: None. Motion carried.

2. Still waiting for LED light bid for township hall interior lights.  
Franzel reported that he is still seeking bids for this project.
3. Federal Guidelines for Poverty Exemption  
Jeannie Diaz- requested the Board consider the Federal Guidelines for Poverty Guidelines for the 2020 year.

\*\*\*Coats made the motion to accept the Federal Poverty Guidelines Exemption for 2020 as presented. Cambridge supported. Ayes: Coats, Cambridge, Franzel, Kenny and Ross. Nays: None. Motion carried.

**BOARD DISCUSSION:**

1. Franzel reported that the lime stone project has not been completed and he will call to check the status.
2. Franzel inquired about a township computer with Microsoft Word to use with the projector that was purchased for the Planning Committee. Coats will give the township laptop that she has and is not using to Franzel for this purpose.
3. Cambridge – Inquired about the Road Sign Replacement Project. Franzel stated it will be an \$8,000 cost to the Township to replace the signs. Cambridge will research with MTA if this should be a township, county or possibly a split cost.
4. Ross discussed the meeting schedule for 2020. This year there is March, August and November elections and also a possible special May election. Elections are always the first Tuesday of each month. Therefore, the meetings for these months will have to be rescheduled. Ross will put together a schedule and email it to Board Members and the newspaper.
5. Franzel requested an office work day in January. This matter has been tabled until the January 6, 2020 meeting.

**ADJOURN:** \*\*\*Coats made the motion to adjourn the meeting at 6:56 p.m. Cambridge supported. Ayes: Coats, Franzel, Cambridge, Kenny and Ross. Nays: None. Motion carried.

Next Board Meeting Tuesday, January 7, 2019 at 6:00.

Respectfully submitted,  
Tammy Ross, Clerk