

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Board Regular Meeting Minutes
Tuesday, April 2, 2024 –6:00 pm

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

ABSENT: None

GUESTS: Carl Ulfig, Dick Henderson, Scott Kenny, Mike and Christine Papp, Jeff Renaudin, Matt Cole, Vicky Bright, Don and Diane Ferguson, Jim Cambridge, Lyne Stauffer, Gary Heberling, Bill Parrish, Jim Hacker, Steve Scribner, Clint Stoutenburg, Greg and Dorothy Thorley.

1. AGENDA

Bill Dixon requested that:

- Buerkle Complaint be placed under Correspondence 5b
- Drain Commission Notices for Edgar, Parkinson & Rickett Drains be placed under New Business 5c
- PA 116 Conservation for Todd Cowley be placed under New Business 6d
- Logan Williams Land Use Permit be placed under Planning Commission 12c
- Kovach Land Split be placed under New Business 6e

*** Motion by Cambridge supported by Coats to approve the agenda as amended. All in favor. Motion carried.

2. BOARD OF TRUSTEES MEETING MINUTES:

Dixon requested approval of the March 5, 2024 Minutes.

*** Motion by Coats supported by Cambridge to approve the minutes as presented. All in favor. Motion carried.

3. PUBLIC OFFICIAL

County Commissioner, Gary Heberling reported that:

- Walt Badgerow was reappointed to the Health Board for a four-year term. Chris Kopez was reappointed and Jeff McCarty was appointed to the Parks & Recreation Board for five-year terms.
- Placement of 290 tons of limestone, on Evergreen Park driveways, at a cost of \$10,020, was approved.
- The Sheriff's Department new Tahoe vehicles were equipped with needed equipment such as radios & computers.
- Renewal of the Sanilac County Senior Citizens 2.5 millage was approved.

4. PUBLIC COMMENT

- Township Resident Diane Ferguson – Asked if the Township Board was advised by their attorney that they could appoint a person to the Zoning Administrator's position when that person is on an elected Planning Commission Committee. Dixon informed her that Planning Commission Members are appointed, not elected and yes, the township attorney was consulted. She plans to FOIA the attorney's correspondence. Mrs. Ferguson also requested that the last-minute agenda items be added onto the agenda preferably before the meeting. Dixon stated that the agenda is filled out and printed in advance of the meeting and at times, there is last-minute business for the Board that the revised agenda addresses when approved.

Township Resident Dick Henderson addressed the Board regarding the attorney's opinion on the building at 11 Watertown Road. He feels that the property has always been zoned **Ag**/residential not residential, and therefore, the legal opinion is not corrected and the building is not in compliance.

5. CORRESPONDENCE

a) Road Commission Ditch Improvement Agreement Dale Parrent

- Dixon reported that the Road Commission requested that, Dale Parrent's roadside ditch on Washington Road be cleared. The Road Commission's equipment is in the area and Mr. Parrent approached them with the request. The landowner is responsible for 34% of the total cost of \$1,310.00, the township is responsible for 33% and the Sanilac Road Commission is responsible for 33%.

*** Motion by Coats supported by Cambridge to approve the agreement as presented. All in favor. Motion carried.

b) Mr. Buerkle Complaint

- Mr. Buerkle lives on Redmond Street and emailed Dixon requesting that something be done about the blight next door. Dixon will stop and talk with the homeowner.

6. NEW BUSINESS

a) Budget Hearing Regarding the 2024-25 Proposed Budget:

Sheila Coats presented the proposed budget to the Board and public. The proposed budget is based on the 2023-24 budget with updates that are expected to take place in the 2024-25 fiscal year.

1. Public Comments

None

b) Budget Adoption 2024-25

*** Motion by Cole supported by Cambridge to approve the 2024-25 budget as presented. All in favor. Motion carried.

c) Drain Commission Notices for Edgar, Parkinson & Rickett

- Dixon reported that the correspondence notifies landowners adjacent to these drains that there will be contractors doing work in the area March 23rd, April 2nd and June 3rd.

d) PA 116 Conservation Agreement for Todd Cowley

- Dixon presented the agreement to the Board. Discussion was held.

*** Motion by Coats supported by Cole to approve the agreement as presented. All in favor. Motion carried.

e) Kovach Land Split

- Dixon presented the 380 W. Applegate Road Kovach Land Split request. He also reported that payment has been received from the realtor and all requirements on the zoning checklist have been met. Diaz will assign new tax id numbers.

*** Motion by Coats supported by Ross to approve the agreement as presented. All in favor. Motion carried.

7. OLD BUSINESS

a) Sylvan Drive Dangerous Buildings complaint (on-going)

1) Enforcement Officer Agreement

- Dixon reported that he has not been able to meet with the Sheriff's Office Lieutenant Michael Moore regarding this issue. He hopes to do this before the next meeting.

- b) Par Plan Grant
 - Dixon reported that unfortunately the grant cycle has expired. However, there is another opportunity in October.
- c) 5-Year Recreation Plan Approved by the State
 - Dixon reported that the State of Michigan approved the plan and the township is able to apply for a wider variety of grants.

8. TREASURER'S REPORT/POSSIBLE ACTION

- a) Approval of Checks Issued
 - Coats requested approval of the March 2024 checks number 17529 thru 17561 for a total amount of \$27,353.81.

*** Motion by Cambridge, Supported by Cole to approve the March 2024 checks as presented. All in favor. Motion carried.

9. CLERK'S REPORT/POSSIBLE ACTION

- a) Approval of current month claims

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

- b) Election Update
 - Ross reported that she is getting ready for the May 7th Carsonville – Port Sanilac School District's Bond Election.

Coats reported that the Michigan Township Association Magazine recommends increasing the Township Clerk's wage due to the increased workload. This will be added to next month's agenda for discussion.

10. CEMETERY REPORT/POSSIBLE ACTION

- a) Burials & Lot Sales
 - No burials
- b) Headstone Repair
 - No update
- c) Spring Clean-up Notice
 - Dixon reported that Jeremy Radloff will have the cemetery cleaned up before Mother's Day. Discussion was held on this and lawn care. Cambridge reported that all members of the Board are authorized to call and request lawn mowing when the grass is long.

11. SEWER REPORT/POSSIBLE ACTION

- Dixon reported that the Raco invoice has been paid for the year.
- Jim Hacker reported that there was a delay in getting numbers from the city.

12. PLANNING BOARD/POSSIBLE ACTION

- a) March 21, 2024 Planning Commission Meeting Minutes/Summary
 - Cambridge reported
 - The committee spoke about solar, and the ITC substation.
 - Laura Genovich from Foster and Swift was there discussing things that were missing and things that Samsung wanted as conditions of approval. There are still some points that need to be clarified and the final complete application and site plan needs to be submitted.

- At the next meeting, on Thursday, April 18th, there will be a public meeting on Watertown Solar. Public can comment on the special land use application only.
 - The Planning Commission also reviewed the Zoning Ordinance.
 - Board Officers were voted on and remained the same.
 - Dixon reported there was a land use permit application (pole barn) submitted by Logan Williams for 1750 South Sandusky Michigan. It was approved and Diaz has a copy.
- b) Samsung Special Land Use Public Hearing 4-18-24
- At the next Planning Commission Meeting on Thursday April 18th, there will be a public meeting on Watertown Solar. Members of the public will be allowed to comment on the special land use application only.

13. WEBSITE REPORT/POSSIBLE ACTION

Cambridge reported she:

- Added proposed and approved minutes as needed
- Archived minutes as needed
- Updated the calendar as needed
- Posted the 2020 Proposed Master Plan
- Posted the Electric and Franchise Ordinance
- Changed the 2024 Property Guidelines
- Posted the Cemetery Spring Clean-Up Announcement

14. TAX ASSESSOR/POSSIBLE ACTION

- a) Taxpayer Access to Assessor's Office Policy
- b) Personal Property Canvas Policy
 - Dixon reported the above policies pertain to the Assessor's Office. The policies are necessitated by the State of Michigan to bring Watertown Township into compliance with the State Tax Office.
 - Diaz reported that this is part of a 660 audit and each of the policies are on the audit. There are 15 other items that she will address on next month's agenda. The audit will be performed every 5 years.

*** Motion by Cambridge, Supported by Coats to approve the 2 documents handed in by Diaz – Taxpayer Access to Assessor's Office Policy and Personal Property Canvas Policy. All in favor. Motion carried

15. OTHER GOOD OF THE ORDER

No action

16. AJOURN

***Coats made the motion to adjourn the meeting at 6:50 p.m. Cambridge supported. All in favor. Motion carried

UPCOMING MEETINGS.

Public Accuracy Test – Tuesday, April 30, 2024 at 5:30 pm
 Regular Board Meeting – Tuesday, April 30, 2024 at 6 pm

Respectfully submitted,

Tammy Ross, Clerk