

Watertown Township
2630 South Sandusky Road
Sandusky, MI 48471

Regular Board Meeting Minutes

Tuesday, April 7, 2026 – 6:00 p.m.

The meeting was held at the Watertown Township Hall

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Supervisor Dick Henderson called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited, and roll call was taken.

PRESENT: Coats, Hacker, Henderson, Ross

ABSENT: Radloff

STAFF: Diaz, Cole, Kenny

GUESTS: Pat Krumenaker, Matt Cole, Rick Pangburn, Gary Heberling, Ivan Henderson, Cooper Roark.

ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

Henderson requested approval of the Tuesday, March 3, 2026 Public Budget Hearing and Regular Board Meeting Minutes, and Tuesday, March 10, 2026 Special Board Meeting minutes.

1. Minutes from Public Budget Hearing, Tuesday, March 3, 2026

Motion by Henderson, supported by Hacker, to approve the Tuesday, March 3, 2026 Public Budget Hearing Meeting minutes as presented. All present voted yes. Motion carried.

2. Minutes from Regular Board Meeting, Tuesday, March 3, 2026

Motion by Hacker, supported by Coats, to approve the Tuesday, March 3, 2026 Regular Board Meeting minutes as presented. All present voted yes. Motion carried.

3. Minutes from Special Board Meeting, Tuesday, March 10, 2026

Motion by Hacker, supported by Coats, to approve the Tuesday, March 10, 2026 Special Board Meeting minutes as presented. All present voted yes. Motion carried.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Henderson requested that:

- Sewer Lift Station Quotes be placed under Old Business, Item 4

Motion by Hacker, supported by Coats, to accept the agenda as amended. All present voted yes. Motion carried.

CORRESPONDENCE

No correspondence was received.

PUBLIC OFFICIALS

District 3 Commissioner Gary Heberling provided a Commissioner's update, that included the following:

- Emergency Manager Greg Holman presented a proposal regarding the annual disbursement of Michigan State Police grant procured in 2020. This year the grant allotment was \$6,900. The proposal was approved.
- 911 Director Kristal Schultz and Emergency Manager Greg Holman reported that, the emergency notification program Rave Alert will be replaced by the emergency notification program Hyper-Reach at a charge of \$9,500 per year funded by the 911 millage, an annual savings of approximately \$5,500. The new program offers updated and more efficient notification features, including a downloadable free phone app. The goal is to have the new program set up and usable by August 2027.
- Approval was given for the Recycling Center to purchase new storage baskets. The purchase will be funded by a State Materials Management Planning Committee that is tasked reducing trash from going into landfills.
- Drain Commissioner Doug Sweet gave a report on the in-progress and finished projects for the last year.
- The Sanilac County Community Health Board had three open board positions that have been filled by Joyce Johnson, Brett Lester and Angela Webber.
- The Sanilac Parks and Recreation Board also had three open board positions. Jim Bowerman, Jim Terpenning, and Kenneth Wimmer filled the positions.
- Retired Navy Veteran Fredrick Buchner was approved to serve on the Veterans Affairs Committee.
- The purchase of two Tahoe vehicles for the Sanilac Sheriff's Office was approved.

Linea Energy Representative, Cooper Roark provided a solar project update, including the following

- After the winter break, construction has restarted on the full solar site.
 - Tile delivery is anticipated to start on April 30th. This is the first date of the EGLE Grant. They have the notification letter drafted and will send it to EGLE when the first tile delivery is made. Henderson requested that the Township's EGLE Grant Coordinator Scott Kenny be kept up to date with all activities.
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TREASURER'S REPORT

Approval of Checks Issued

Coats requested Board approval for monthly payments totaling \$42,054.84, covering check numbers 18284 through 18326 and presented the monthly financial reports. Discussion was held.

The Treasurer's Report was accepted and placed on file.

CLERK'S REPORT

Approval of Current Claims

Ross requested approval of current claims.

Motion by Hacker, supported by Henderson, to approve the current claims as presented. All present voted yes. Motion carried.

- Sanilac County MTA Meeting – Wednesday, April 8, 2026 at Liberty Lanes. Cindy Dodge from LOR Consulting will speak on long- and short-term goals.
 - Ross reminded the Board of this event.
- 1. P.O. Box 215
 - Ross requested guidance regarding P.O. Box 215, noting that mail is still being received. She asked whether it should be closed or kept open for an additional six or twelve months?

Motion by Henderson, supported by Hacker, to approve extending the usage of P.O. Box 215 for another six months. All present voted yes. Motion carried.

CEMETERY REPORT

Ross presented the March 2026 Cemetery Report

- There was one weekday burial with winter rates.

ZONING REPORT

Hacker presented the monthly Zoning Report

- Hacker reported increased inquiries regarding Land Use Permits but no permits issued in March.
- Discussion was held regarding zoning-related materials and township survey records. Hacker asked Diaz if she got the stuff to Keith Henderson on Saturday.
- Diaz asked Hacker if the township had the original survey, because someone said she had it and she did not. Hacker said if the township didn't have it, he did.

WEBSITE REPORT

Ross reported on behalf of Website Administrator Becky Cambridge. Cambridge:

- Posted proposed and approved meeting minutes as necessary.
- Added announcement for March 10th Special Board Meeting
- Archived agendas and minutes as necessary
- Added Cemetery Cleanup Notice
- Added the 2026 Residential Ag Commercial and Industrial ECF and Land Values
- Added the 2026 Anti-Blight Ordinance

TAX ASSESSOR REPORT

Diaz reported the following:

- The Board of Review Meetings went well.
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SEWER REPORT

Hacker reported:

- As the sewer pumps had been running thirty-five hours out of 48, Hacker and Kenny shut them down in case of air lock. There wasn't an air lock and both pumps were working at full capacity due to the heavy rains.
- A new lift station sub-pump was installed. It is now getting dry enough that in a few days they hope to clean everything out and assess how efficiently it is working.
- The cement around the Lift Station is almost destroyed. It will have to be taken out and replaced. This may stop some of the wetness too.
- Due to the difficulty in getting installers for the new water meters, Scott Kenny will install a few himself.
- Henderson thanked Hacker and Kenny for their additional efforts in locating, obtaining, and ensuring the lift station pumps were operational.
- Kenny asked what should be done with the scrap and old pumps taken out of the Lift Station

Motion by Hacker, supported by Henderson, to authorize the disposal of the scrap in the most appropriate and cost-effective manner possible. All present voted yes. Motion carried.

- Kenny requested that the Board approve Watertown Township magnetic vehicle signs to mark the cars of those working for the township and door hanger notices to be used when residents are not home.

Motion by Henderson, supported by Hacker, to approve the purchase of the needed supplies. All present voted yes. Motion carried.

- Henderson requested that Coats include his name alongside his phone number in the contact information listed on the sewer invoices. Discussion was held on residential complaints.
 - Henderson asked whether Coats would be willing to consider hiring/working with a billing clerk for sewer invoicing. Coats replied that she did not feel it was necessary, the job had been manageable until the meter conversion and the need for estimated billings. Discussion was held.
 - Henderson asked Coats if she had followed or planned to follow Resolution 12/02/2025 requiring the installation of the BS&A Financial Software on the Township's computer rather than her personal computer? Coats replied that as the program was not a box installation program, she would have to be at the hall and communicate with a BS&A IT Representative during the installation. Discussion was held. Henderson reiterated that at some point he expected that the Township will be hiring a Billing Clerk and BS&A will be need to be on the Township's computer.
 - Henderson reported resident Brian Stone received a sewer invoice for \$326 for 12,000 gallons of usage and believes it should be \$252. Coats will look into this.
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NEW BUSINESS

P.O. Box 215 Renewal

See Clerk's Report – Number 2

Dumpster for Dump Day

Henderson reported that Waste Management's Bid for the three – thirty-yard dumpster is \$2,201.97 and GFL's Bid is \$585 per dumpster. Discussion was held

Motion by Henderson, supported by Hacker, to approve the GFL Bid for three – Thirty-yard dumpsters at \$585.00 each as presented. All present voted yes. Motion carried.

ARPA Funds Ledger From Date Received to Current

Henderson inquired about the status of the ARPA Funds Grant, including the discrepancy between Coats' accounting of the ARPA funds and the accounting provided by Kenny/Ross. Discussion was held. Henderson stated that for ARPA reporting, the Township will use the invoices and checks that have been submitted, and Coats should review the full list to verify that all expenses have been properly accounted for.

Pumps at Lift Station Installed

See Sewer Report

Old Parts from Lift Station

See Sewer Report

Purchase Trash Pump for Lift Station

Henderson reported that a trash pump is needed for the Sewer Lift Station for use during power outages and heavy rainfall. Hacker reported that the pump will also be used during wet well cleaning, helping to prevent the transfer pumps from cycling debris and reducing unnecessary wear.

Motion by Henderson, supported by Hacker, to purchase a trash pump at a cost not to exceed \$1,500. All members present voted yes. Motion carried.

Appoint Patrick Krumenaker to PC

Henderson recommended the appointment of Patrick Krumenaker to the open position on the Planning Commission Board.

Motion by Henderson, supported by Hacker, to approve the appointment of Patrick Krumenaker to the Planning Commission Board. All members present voted yes. Motion carried.

Cemetery Clean-Up April 15

Henderson reported that the deadline for cemetery grave clean-up is April 15, 2026. Any items left on graves after this date will be removed. He also requested that signs displaying cemetery rules and contact information be installed.

Motion by Hacker, supported by Henderson, to approve purchase of cemetery rules and contact information signs at a cost not to exceed \$300. All members present voted yes. Motion carried.

Compensation Adjustments

Henderson presented a resolution to increase the Clerk's annual salary by \$600 in recognition of the additional duties assigned. Discussion was held. The item was tabled until the next regular Township Board Meeting.

Cash Management Resolution

Henderson presented a Cash Management Resolution requiring the Treasurer to maintain a \$35,000 balance in checking account 1324 to assist in efficient bill payment. Discussion was held. Coats assured the Board that funds to pay monthly bills will be transferred within five days of Board approval.

OLD BUSINESS.

Sylvan Drive House

Henderson has tried to contact the homeowner on many occasions without success. He requested that Hacker write a notice to be mailed to the homeowner. The notice should include a copy of the new ordinance, the time period to reply

and the consequences of not replying. Hacker agreed to send the notice using a template provided by the Michigan Township Association.

EGLE Grant Progress – Ideas for Projects and Solar Project Construction

1. Walking Trail
2. Pavilion
3. Mausoleum in Cemetery
4. Culvert on Applegate Rd
5. Reconditioned Cemetery and Hall Blacktop
6. Extend Hall Parking Lot
7. Paint Railing in Front of the Hall
8. Furnace
9. Water Heater

Henderson stated that Cooper Roark reported that this is moving forward and will be done shortly.

John Norton to Install Water Meters - \$75.00 Per Hour

Henderson reported that John Norton is installing the water meters and Scott Kenny is assisting with the integration.

Townley GIS Sewer Info

Henderson reported that Radloff left a message with Townley to get a status update. At the time of the meeting, there isn't an update.

PUBLIC COMMENT

- A resident thanked Hacker for his assistance in contacting the Road Commission Office and addressed the Board regarding the poor condition of Townline Road. He discussed with the Board the need to clear the ditch out in front of his home.
- Rick Pangburn stated The Special Planning Commission Meeting has been moved from April 16th to April 23rd
- Patrick Krumenaker thanked the Board for his two appointments this year and for making him feel welcome.

ADJOURNMENT

Motion by Hacker, supported by Henderson, to adjourn the meeting at 8:06 p.m. All present voted yes. Motion carried.

The next regular Board Meeting will be held on Tuesday, May 5, 2026.

Respectfully submitted,

Tammy Ross
Township Clerk