

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Regular Board Meeting Minutes
Tuesday, April 8, 2025

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL

The meeting was called to order at 6:31 p.m. by Supervisor, Scott Kenny. The Pledge of Allegiance was recited and roll call was taken.

PRESENT: Cambridge, Coats, Kenny, Radloff, Ross & Diaz

ABSENT: None

GUESTS: Matt Cole & Susan Cole, Scott Straffon, Vicky Bright, Gary Heberling, Bill Parrish, Jim Hacker, Lynne & Mike Stauffer, Dick Henderson, Steve Scribner, Matt Grabitz.

ACCEPTANCE OF THE MINUTES FROM PREVIOUS BOARD MEETINGS

Kenny requested approval of the Regular March 4, 2025, Special March 25, 2025 #1 and Special March 25, 2025 #2 Meeting Minutes.

*** Motion by Radloff, supported by Ross to approve the March 4, 2025, March 25, 2025 #1 and #2 minutes as presented. All in favor. Motion carried.

ADDITIONS OR CORRECTIONS TO THE AGENDA

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

PUBLIC OFFICIALS

County Commissioner Gary Heberling reported:

- The Finance Committee
 - o Approved the Earned Sick Time Act (ESTA). The Act pertains to paid sick time leave for part-time and seasonal workers.
 - o Approved the purchase of two 2025 Chevrolet Tahoe Vehicles for the Sheriff's Department.
 - o Approved the purchase of an Animal Control Pickup Box for the Animal Control Vehicle.
- The Board of Commissioners Committee
 - o Awarded the Animal Control Shelter Bid to Bender Builders of Sandusky.
 - o Approved the Section 5311 Formula Grant for Rural Areas Programs and authorized the Board Chairman to sign the necessary document.
 - o Approved the salaries of elected officials. Salaries for all officials, except those in the Sheriff's Department, have been finalized for the next three years.
 - o Awarded the 2025-26 County Snow Removal Bid to Steve Scribner.
- Personnel Committee
 - o Judge Wrathell attended the meeting and shared both information and a cost-saving plan for the Circuit Court Department.

- Building and Grounds
 - o Approved a recommendation to the Board of Commissioners that Bender Builders of Sandusky be awarded the Animal Control Shelter bid.
 - o Hired John Millitics to survey the Animal Control Shelter Property.

TREASURER'S REPORT: Coats

Approval of Checks Issued

- Coats requested the Board's approval of the monthly payments, check numbers 17919 - 17949 equaling \$28,584.27

*** Motion by Cambridge, Supported by Ross to approve the monthly payments as presented. All in favor – Cambridge, Coats, Kenny, Ross. Opposed – Radloff. Motion carried

CLERK'S REPORT: Ross

Approval of Current Claim

*** Motion by Cambridge, Supported by Radloff to approve the current claim as presented. All in favor. Motion carried.

CEMETERY REPORT: Tammy Ross

- 1) Burials
 - No burials for the month of March.

SEWER REPORT: Jim Hacker

Kenny reported that:

- Jim Hacker completed the meter readings.

WEBSITE/PLANNING COMMISSION REPORT/FACEBOOK PAGE: Becky Cambridge

Cambridge reported that she:

- Updated proposed and adopted minutes and agendas as appropriate.
- Updated the calendar as appropriate.
- Posted Open Trustee Position.
- Updated Board and Committee Member Contact information as appropriate.
- Removed and added notices as appropriate.

TAX ASSESSOR: Jennie Diaz

No report

ZONING ACTIVITY REPORT: Jim Hacker

Ross reported:

- ZBA Letters went out today (4/8/25).
- ZBA notice was printed in the Tribune Recorder Leader (4/9/25)
- Zoning Board of Appeals Public Meeting for Rich & Kritzman will be April 24th at 6:00 p.m.

CORRESPONDENCE

Kenny stated that he placed all correspondence on a table for review.

NEW BUSINESS

- 1) Lawnmowing Bids
 - The Board reviewed bids and a discussion was held.

*** Motion by Coats, Supported by Cambridge to award the 2025 lawn mowing bids to Proline Lawn Care, LLC as presented. All in favor. Motion carried.

2) Board, Commission Resignations/Vacancies

- Kenny reported that Jason Radloff has submitted his resignation from the Board of Review due to a conflict of interest with his appointment as Board Trustee.

*** Motion by Cambridge, Supported by Ross to approve the resignation of Jason Radloff from the Board of Review. All in favor. Motion carried.

- Kenny reported that Rebecca Cambridge has turned in her resignation from the Planning Committee. There can only be one Board Member on the Planning Committee and newly appointed Trustee Jason Radloff is also on the Committee.

*** Motion by Radloff, Supported by Ross to approve the resignation of Rebecca Cambridge from the Planning Commission. All in favor. Motion carried.

3) Cemetery Cleanup/Committee

- Kenny spoke with Sexton John Harding. He is going to start the Cemetery Spring Cleanup. The dumpster is now full and will have to be emptied. Kenny will inform him of the lawn mowing bid award.
- Kenny spoke to Dick Henderson regarding available abandoned graves and they will come up with a plan of what needs to be done.
- Kenny spoke with Glenda Kirkbride, Dick Henderson and Jim Hacker regarding serving a Cemetery Committee. They will need to be added to the Township Insurance Policy.
- Cambridge presented the dumpster quotes for Spring Cleanup Day to the Board. GFL submitted the lowest bid, offering three 30-yard dumpsters at \$287.50 each, which includes six tons, with an additional charge of \$40 per ton beyond that. Spring Cleanup Day is scheduled for May 31, 2025, and Fall Cleanup Day is set for September 13, 2025. The Board held a discussion on the matter.

*** Motion by Cambridge, Supported by Ross to have two cleanup days – May 31, 2025 and September 13, 2025 using GLF Waste Removal to provide dumpsters. All in favor. Motion carried.

4) Highline Internet

- Kenny reported that Highline Internet would like to expand their service.

5) Matt Grabitz, Sanilac County Road Commission

- Mr. Grabitz presented a Gravel Agreement for the purchase of 4,000 tons of limestone at a total cost of \$93,600, reflecting a \$3,000 increase from the previous year. The Board engaged in a discussion with Mr. Grabitz regarding the placement of the material and the choice of limestone over alternative road construction materials. He also addressed issues related to township border roads construction and the cooperative agreements needed between neighboring townships. Mr. Grabitz requested road brining dates so that he can coordinate with Wilkinson Solutions.

6) Sewer Meter Replacement/Billing

- Kenny provided the following updates:
 - o Water meter replacements are tentatively scheduled to begin around May 10th.
 - o A public meeting is scheduled for April 17th.
 - o BEACON, the software used to monitor water meters, allows administrators to track the water system. Users who provide their email address or phone number can receive notifications if excessive water usage is detected.

- Kenny has an upcoming meeting with a company to assess whether the sewer lift station can be retrofitted instead of fully replaced. The cost estimate for a full replacement is still pending.

7) USDA Loan and Required Documents

- Kenny spoke with a representative from USDA Rural Development regarding a potential loan to upgrade or replace the sewer lift station, if necessary. A \$1 million loan over 40 years at an interest rate of 3.75% would result in an annual repayment of approximately \$43,000. This would amount to approximately \$480 per year for each household connected to the sewer system. Kenny also informed the Board about the paperwork required to apply for the loan. The Board held a discussion on the matter.

8) ARPA Status

- Kenny reported that all expenses must be submitted by April 31st. He has received over \$65,000 in expense invoices to report. Since his access to the reporting system is still pending, former Township Supervisor Bill Dixon has agreed to assist with the reporting process.

OLD BUSINESS

Sylvan Drive Blight

- There is a pretrial hearing on April 23rd at 2:30. This hearing will determine if an agreement can be negotiated or if the case goes to District Court. Officials were allowed to do a walk around of the grounds, but were not allowed into the house.

Facebook Page for Information

- Cambridge expressed concerns about creating a Facebook page for the township. While it is possible to set up a page with comments disabled, she noted that this approach is often unpopular with users. Kenny recommended holding off on creating a township Facebook page for now, and Cambridge agreed with the suggestion.

PUBLIC COMMENT

Township Residents spoke about

- ARPA Funds warning letter regarding the sewer project. Any inaccuracies in reporting may result in a withdrawal of those funds. The reason the Township Supervisor is also researching the possibility of loans is due to the critical need to complete both the sewer and water meter projects
- Whether houses on Gates Road are still in Watertown Township or are now annexed as part of the City of Sandusky.
- The type of lime stone to be used on the Township Roads.
- Presenting a FOIA regarding the Sewer Account line Item expenses, revenues, penalties, etc. Discussion was held with the Treasurer.

MEETING ADJOURNMENT

*** Motion by Cambridge, Supported by Radloff to adjourn the meeting at 7:46 pm. All in favor. Motion carried.

Respectfully submitted,

Tammy Ross, Clerk