

**Watertown Township**  
2630 South Sandusky Rd  
Sandusky, MI 48471

Regular Board Meeting Minutes  
Tuesday, June 3, 2025 – 6:00 pm

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL**

The meeting was called to order by Supervisor, Scott Kenny at 6:00 p.m. The Pledge of Allegiance was recited and roll call taken.

PRESENT: Cambridge, Coats, Diaz, Kenny & Ross

ABSENT: Radloff

GUESTS: Jim Cambridge, Jeff Renaudin, Jim Hacker, Rick Pangburn, Mike Vanetta and Al Stoutenburg.

**ACCEPTANCE OF THE MINUTES FROM PREVIOUS MEETING,  
ADDITIONS OR CORRECTIONS TO THE AGENDA**

Kenny requested approval of the May 6, 2025 Regular Meeting Minutes

\*\*\* Motion by Coats, supported by Cambridge to approve the May 6, 2025 minutes as presented. All in favor. Motion carried.

Cambridge requested that Results of Township Clean-Up Day be added under Old Business

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

**PUBLIC OFFICIALS**

No Report

**TREASURER'S REPORT**

Approval of Checks Issued

- Coats requested Board approval for the monthly payments, totaling \$20,301.32, corresponding to check numbers 17978 through 17998.

\*\*\* Motion by Cambridge, Supported by Ross to approve the monthly payments as presented. All in favor. Motion carried

**CLERK'S REPORT**

Approval of Current Claim

- Ross requested Board approval for the current claims.

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

**CEMETERY REPORT**

Burials

- One weekday burial

Kenny reported that:

- He spoke with Nick Grabitz, who now has the mowing schedule and is back on track.

## **ZONING REPORT**

Jim Hacker presented:

- Permit, payment, and paperwork for a tower installation at 376 Gates Road.
- Building permit for Dan and Erica Rich, signed by the Board of Appeals.
- House addition permit for Alysha and Howard Schumacher. This resolves an issue with a previously submitted request.
- A Building Permit for Dwayne Higgins for the addition of a garage to his home.
- A Demolition Permit for Dennis Higgins to remove a long-abandoned house.
- Permit for Darren Bays to remove an existing house and replace it with a new one.
- A land split request, submitted by Dan Rich, for a parcel containing a pole barn. The split has been approved by the Zoning Board of Appeals. Mr. Rich intends to sell the parcel and building.

## **SEWER REPORT**

Jim Hacker reported that:

- 19 meters have been installed. A mix-up between the homeowner's address and the address of the property where the meters are to be installed is currently being resolved
- All meters have been read as close as possible while the conversion is happening. Others have been marked as estimate readings.
- He is waiting on sewer information. Pipe lining may need to be installed to prevent water infiltration.

## **WEBSITE & PLANNING COMMISSION REPORT**

Cambridge reported that she:

- Added and archived proposed & approved minutes & agendas as appropriate

Cambridge also reported on the Planning Commission Meeting

- Next meeting is June 19, 2025

## **TAX ASSESSOR**

Diaz reported that:

- A Board of Review Meeting will be held on July 15<sup>th</sup>.
- All updates have been submitted and tax bills are scheduled to be sent out on or before July 1st.
- She is currently conducting inspections to assess 20% of the Township's properties.

Kenny reported that:

- There is an open position on the Board of Review due to the resignation of Jason Radloff. Discussion was held. A notice of the vacancy will be placed on the website and township electronic sign.

## **CORRESPONDENCE**

Kenny reported that:

- Correspondence includes the EGLE Grant Information

## **NEW BUSINESS**

### **Planning Commission Vacancy**

- Kenny reported that there was a single applicant for the position and nominated Jim Cambridge for the position.

\*\*\* Motion by Kenny, Supported by Coats to approve the nomination of Jim Cambridge to fill the Planning Commission vacancy. All in favor. Motion carried.

#### EGLE Grant

- Kenny reported that the EGLE grant totals \$750,000, to be disbursed in two payments. A project plan must be completed prior to submission. Discussion was held.

\*\*\* Motion by Coats, Supported by Cambridge to sign the EGLE Grant application with the stipulation that it will not be accepted unless there is a strong secure project and that the Board is confident that the project will go to completion. All in favor. Motion carried.

#### OLD BUSINESS

##### Results of Township Clean-Up Day

- Cambridge reported that the day was successful, with approximately 34 households participating in garbage disposal. The next Clean-Up Day is scheduled for September 13, 2025.

#### PUBLIC COMMENT

##### Township Resident(s)

- A resident removing deadfall in the township woods reported that, although there have been rainy days, they are able to work approximately two days a week. Brush has been removed on the trails and they are wide open now. Once deadfall removal is completed, they will start to remove standing dead trees.

#### ADJOURNMENT

\*\*\* Motion by Coats, Supported by Cambridge to adjourn the meeting at 7:12 pm. All in favor. Motion carried.

#### UPCOMING MEETINGS

Regular Board Meeting – Tuesday, August 5, 2025 at 6:00 pm.

Respectfully submitted,

Tammy Ross, Clerk