

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Board Regular Meeting Minutes
Tuesday, June 4, 2022 – 6:00 pm

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

PRESENT: Cambridge, Coats, Dixon, Franzel, and Ross

ABSENT: Diaz

GUESTS: Matt Cole, Susan Cole, Rick Pangburn, Ron McWilliams, Ray Garrett and Wilma Henderson.

MINUTES

Franzel requested approval of the May 3, 2022 Regular Meeting Minutes.

Dixon requested correction under sewer report – The DTE Relief Grant for Trees requires a \$4,000 Grant match.

*** Motion by Dixon, Supported by Cambridge to approve the minutes as amended. All in favor. Motion carried.

AGENDA

ADDITIONS OR CORRECTIONS TO THE AGENDA

Franzel requested that

- Beckett & Raeder be added under Correspondence #6.,
- Comcast be added under Correspondence #5

Ross requested that

- DTE Correspondence be added under Correspondence #7
- Insurance Company Dividend Check be added under Correspondence #8

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

PUBLIC OFFICIALS

Joe O'Mara introduced himself to the Board as a candidate for State Representative.

PUBLIC COMMENTS

Rick Pangburn and Ron McWilliams introduced themselves to the Board and presented their plan to develop the property at 111 Morris Road for the American Legion Post.

Wilma Henderson discussed hand counting ballots instead of using voting machines in light of the polling controversies during the last presidential election.

ROAD COMMISSION

1. Townline Road

- Ray Garrett – Sanilac County Road Commission presented the agreement to the Board for the upgrade to Townline Road. The agreement was approved at a previous meeting pending Elmer Township also approving the project. Elmer Township has approved the agreement and Board Members signed the agreement. The Board also spoke with Mr. Garrett about township road issues.

2. Road Side Ditch Agreements
 - Ray Garrett – Sanilac County Road Commission presented the Road Side Ditch Agreements.
 - The Board signed the Agreements.

The Board discussed township road and ditch issues with Mr. Garrett.

CORRESPONDENCE

1. Cemetery/Dumpster Issues
 - The Board discussed issues regarding placement of cemetery graves when burials are made.

*** Motion by Franzel, Supported by Dixon to approve have Sheila contact an attorney to draft a Letter of Authorization for burials and that Watertown Township be held harmless in the case of incorrect burials. All in favor. Motion carried.

- Franzel reported that he has spent numerous hours trying to contact the GFL Environmental Company to empty the dumpster. Discussion was held on ways to contact the company.

2. Gary Heberling Updates
 - The Board reviewed District 2 Commissioner Gary Heberling’s Monthly Meeting Report.
3. Highline Dump Day Letter
 - Franzel read a letter from Highline stating the company would like to recognize Watertown Township as a Smart Rural Community. This recognition shows that the Township is proud to be lessening the digital divide and creating equal opportunities for rural communities. The company would provide road signs and framed certificates.

*** Motion by Franzel, Supported by Dixon to accept the Highline offer to designate Watertown Township as a Smart Rural Community. All in favor. Motion carried.

4. Beckett & Raeder
 - Franzel read a letter from Beckett & Raeder requesting that any plans present or proposed that affect the county be sent to them to be added Sanilac Master Plan. Once the Sanilac Master Plan is complete, the township will be provided a link to an electronic copy. Coats discussed a plan to add a pavilion and play structure to the township grounds for community use.
5. Comcast Letter
 - Franzel reported that the correspondence informed the Board that the company overcharged township residents for sporting and broadcast events and they will be returning the overpayments.
6. DTE Tree Trimming Letter
 - Ross reported a DTE notification letter was received. The company will have crews in the area
7. Insurance Company Dividend Check trimming trees.
 - Ross reported that a dividend check has been received in the amount of \$254.37
8. Samsung Correspondence
 - Franzel reported that Samsung is formally requesting a copy of the Solar Ordinance. Franzel scanned and sent the ordinance to the company.

SUPERVISOR/ZONING: *Scott Franzel*

1. Blight Fine Update Approval
 - Franzel shared the Blight Ordinance as updated by township attorney Kyle O’Mara. The update was reviewed and discussed.
2. Township Ordinance Book Inquiry
 - Cambridge updated the Board on codifying the ordinance book. Discussion was held. By unanimous Board consensus, the Board will reclassify the ordinance and organize the book.
3. Planning Board versus Township Board Responsibility Clarification
 - Franzel explained the responsibilities of the Planning Board versus the Township Board
4. Wedge Road 2nd Violation
 - Franzel reported a 2nd violation from the County has been sent.
5. Homeowner Blight Issue
 - Franzel reported that the homeowner has started cleanup.

5. Lockbox and Back Door Key
 - Franzel reported that he added a lock box to the hall and shared to code with the Board.
6. Furnace Drain Box
 - Franzel reported that he installed the furnace drain box and pump.
7. May 2022 Township Contacts
 - Franzel distributed a list of the township issues he dealt with during the month.

TREASURER'S REPORT: *Sheila Coats*

Coats requested approval of the May 2022 checks number 16840 thru 16861 for a total amount of \$11,765.43

*** Motion by Franzel Supported by Cambridge to approve the May checks as presented. All in favor. Motion carried.

1. ARPA Money Plan Update
 - Ross reported that the 2nd payment has not been received. Dixon recommends waiting until the 2nd payment is received to move forward.
2. Township credit Card for Highline Internet and Other Business.
 - The township must have a tax id number before opening a credit card. Cambridge will work on this.

CLERK'S REPORT: *Tammy Ross*

Ross requested a motion to approve the monthly bills.

*** Motion by Franzel Supported by Cambridge to approve the bills as presented. All in favor. Motion carried.

CEMETERY REPORT: *Tammy Ross*

1. Database Update
 - No update
2. Cemetery Topsoil
 - Franzel reported that delivery is set up for next week.
3. Cemetery Process Policy
 - See Correspondence, Item #1
4. Tree Removal
 - Ross reported that this is scheduled with Patterson Tree Service and Lawn Care.
5. Cemetery Processes Update Work Session
 - No report.

SEWER REPORT: *Bill Dixon*

- Water meters were read on the 21st of May.
- Four meter pads were replaced. Need to order more.

*** Motion by Franzel, Supported by Coats to authorize Dixon to order replacement meter pads. All in favor. Motion carried.

- Water infiltration is slowing down as rain fall slows down.
- No issues with lift station
- Discussion was held on getting sludge cleaned out of the lift station
- Updated the Board on a raw sewer complaint.
- After review of the areas the trees would be planted, he did not apply for the DTE Tree Grant

PLANNING BOARD *Becky Cambridge*

- Next meeting on June 16, 2022.
- The will work on the zoning ordinance first and then the master plan.

WEBSITE REPORT: *Becky Cambridge*

- Added and archived meeting minutes

TAX ASSESSOR: *Jeannie Diaz*

Franzel requested approval to authorize a land split agreement as presented.

*** Motion by Dixon, Supported by Cambridge to approve the land split as presented. All in favor. Motion carried.

PERMITS ISSUED:

1. Roof Over Deck Land Use Permit
2. Shed Land Use Permit

- Franzel reported he received and approved the above permit requests.

OLD BUSINESS

1. Front Door Floor Issue and Lights

- Franzel reported that he received a bid from MGP Services, Mike Ponting for \$1,895 for what he can see needs to be fixed. Franzel will also speak with MGP Services about updating office and outdoor lighting.

***Coats motioned, Dixon supported to accept the bid of \$1,895 subject to change based on additional lighting update services. All in favor. Motion carried.

2. Back Door Threshold

- Franzel will ask MGP Services to fix this when doing the floor project.

3. Tree Removal – Ease Side of the Driveway

- See Cemetery Report, Item #4

4. Banner Road Insurance Payment

5. Carpet Runners

- Cambridge reported that this project is on hold until the front door and floor project is completed.

NEW BUSINESS

1. ARPA Money Plan

- See Treasurer's report, Item #1

2. Summer Garage Sale

- Cambridge updated the Board on the Summer Garage Sale Plans.

- Ross reported that the township insurance company is requesting that the township fill out a special event form for the day. They will evaluate if there will be an extra charge for the day.

3. Dump Day Dumpster 2022

- Cambridge reported that Waste Management will supply the dumpsters for the day.

4. Unclaimed funds

- Cambridge reported that she needs to get the tax id number to claim the funds.

ADJOURN

***Coats motioned, Dixon supported to adjourn the meeting at 8:35 p.m. All in favor. Motion carried.

Next Regular Board Meeting is Tuesday, July 5, 2022, 6 pm.

Respectfully submitted,

Tammy Ross, Clerk