

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

Board Regular Meeting Minutes  
Tuesday, June 4 2024 –6:00 pm

PRESENT: Cambridge, Coats, Cole, and Dixon

ABSENT: Ross and Diaz

GUESTS: Kathy Wilson, Mark Davidson, Gary Heberling, Scott Kenny, Lyne Stauffer, Don & Diane Ferguson, Dick Henderson, Jeff Renaudin, Matt Cole

**1. AGENDA**

Bill Dixon requested that:

- Letter from DTE Notice be placed under Number 5 - Correspondence, Letter D
- Letter from 2<sup>nd</sup> DTE Notice be placed under Number 5 - Correspondence, Letter C
- Hayward be placed under Number 12 – Planning Commission Report, Letter D
- Palmer be placed under Number 12 – Planning Commission Report, Letter E
- Spiegel be placed Under Number 12 – Planning Commission Report, Letter F

Sheila Coats requested that:

- New Bank Account be placed under Number 8 – Treasurer’s Report, Letter B

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

**2. BOARD OF TRUSTEES MEETING MINUTES:**

Dixon requested approval of the April 30, 2024 Minutes.

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

**3. PUBLIC OFFICIAL**

County Commissioner, Gary Heberling reported:

- Sandusky High School Teacher, Erin Carlson, and Sanilac County Community Foundation Executive Director, Josh Robinson are leading the Veteran Remembrance Monument Project. A four-panel, black, granite monument with names sandblasted onto the surface from the purchased plaques is planned. The estimated cost of the project will be \$36,000.00 for the monument and \$50,000.00 for the concrete foundation. Donations are being accepted.
- Nick Lusher, Building & Grounds Supervisor received three (3) bids for the 171 Dawson Street building for the purpose of replacing the windows and doors, removal of siding, installing foam board installation and batten panels, reframing and glass replacement of the atrium with a roof for the top layer instead of windows. Further Nick is recommending adding a 15-20% contingency to cover any overages for possible water damage around the current windows. Commissioner’s approved James Dean Construction at a cost of \$358,884.00 with a contingency fund of \$53,832.60.
- The new Animal Shelter was estimated to cost over a million dollars. The Commissioners contacted the engineer for the job. With the changes, the building is now projected to cost approximately \$702,000.

Mark Davidson, candidate for Prosecutor for Sanilac County, introduced himself to the Board, spoke on his background and experience.

#### **4. PUBLIC COMMENT**

Michael Vanetta, a resident of the township, thanked the Board for approving his removal of fallen wood from the township woods and requested the necessary liability paperwork for signing. The Township Clerk is currently on medical leave; however, arrangements will be made to provide Mr. Vanetta with the paperwork promptly. Additionally, Mr. Vanetta inquired about a change in his property taxes. Coats will contact Township Assessor Diaz for further information.

Kathy Wilson, representing the Sanilac County Michigan Township Association, discussed the advantages of joining the local chapter and also ensured that she had the correct township email contact information. Membership dues are \$20.00 annually.

#### **5. CORRESPONDENCE**

- a) Contract Zoning Enforcement Officer with SCSD Approved
  - Dixon reported that the contract for a Zoning Enforcement Office with the Sanilac County Sheriff's Department was approved by the Board of Commissioner's Finance Committee. The signed contract will be given to the Township Clerk to file.
- b) DTE Notice
  - Dixon reported that the DTE Notice stated that either DTE crews or their contractors may be in township residents' yards.
- c) DTE Notice #2
  - Dixon reported that DTE Notice #2 pertains to a court hearing on May 23<sup>rd</sup> at 9:00 a.m. DTE is requesting interconnection waivers

#### **6. NEW BUSINESS**

- a) Planning Commission Recommend Master Plan adoption on 5-16-24      Consideration/Approval
  - Dixon reported that the Planning Commission met on May 16, 2024 and is recommending adoption and approval of the Five-Year Master Plan.

\*\*\* Motion by Coats, supported by Cambridge to approve the Master Plan. All in favor. Motion carried.

- b) AT&T Metro Act Right of Way Permit Extension      Consideration/Approval
  - Dixon reported that AT&T is requesting approval of the Metro Act Right of Way Permit Extension. However, to the best of our ability, the original permit can not be found. The present permit expires on July 30, 2024. Dixon recommends reaching out to the representative for a copy of the present permit. This item will be tabled until the next meeting.
- c) Renewables Ready Communities Award      Consideration/Approval
  - Dixon reported that the State of Michigan DNR Department is offering a special incentive for newly permitted alternative energy installations above 50 megawatts. The Township currently has an application pending from Samsung for a large quantity solar generating farm. If the Samsung application is approved and the township submits the DNR Special Incentive Application by September 27th, there is potential to qualify for an additional \$5,000 per megawatt from the state, in addition to the \$180,000 Samsung application fee.
- d) Ditch Mowing by Road Commission Has Begun      Consideration/Approval
  - Dixon reported that the grass on the sides of main roads has been mowed and side roads should be finished in the next couple of weeks.

## **7. OLD BUSINESS**

- a) Sylvan Drive Dangerous Buildings Complaint Referred to the Sanilac County Sheriff's Department
- b) M-19 and Marlette Road Dangerous Buildings Complain Referred to the Sanilac County Sheriff's Department
- c) Custer Street Blight Complaint Referred to the Sanilac County Sheriff's Department

- Dixon reported that *items a, b, & c* have been referred to the Sanilac County Sheriff's Department for processing by the new Township Zoning Enforcement Officer, Michael Moore. Officer Moore will contact Dixon with updates.

- d) Security Camera Installation and Training 6-19-24
  - Dixon reported that camera installation and training has been scheduled for June 19, 2024. Candidate for Township Supervisor, Scott Kenny will also attend.

## **8. TREASURER'S REPORT/POSSIBLE ACTION**

- a) Approval of Checks Issued
  - Coats requested approval for checks written totaling \$141,408.17.

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

- b) New Bank Account
  - Coats requested approval to open a new bank account at Team One Credit Union to deposit funds over the \$250,000 FDIC Insured limit.

\*\*\* Motion by Cole, Supported by Cambridge to approve opening an interest-bearing account at Team One Credit Union as presented. All in favor. Motion carried.

## **9. CLERK'S REPORT/POSSIBLE ACTION**

- a) Approval of current month bills

\*\*\* Motion by Cambridge, Supported by Coats to approve payment of the monthly bills as presented. All in favor. Motion carried

## **10. CEMETERY REPORT/POSSIBLE ACTION**

- a) Burials & Lot Sales
  - No burials
  - One lot sale
- b) Headstone Repair
  - No action

## **11. SEWER REPORT/POSSIBLE ACTION**

- a) Townley Asset Assessment & GPS Location Ongoing
  - Dixon reported that the assessment continues to move forward.
- b) Lift Station Wet Well – The Vac-Truck Cleaned it on 5-21-24
  - Dixon reported that cleaning the caused a few alarms. Jim Hacker took care of the issues
- c) Water Meters Read in May
  - Dixon reported that all but three meters have been done and will be finished tomorrow.

## **12. PLANNING BOARD/POSSIBLE ACTION**

- a) May 16, 2024 Planning Commission Meeting Minutes/Summary

- b) Special Land Use Public Hearing
- c) Solar Ordinance Amendment

Discussion and reporting were held on a, b, & c.

Cambridge reported that

- She did not receive a copy of the minutes to pass on.
- The Samsung Public Hearing for Special Land Use will be held at 6:00 on June 20, 2024
- The Public Hearing for the Master Plan was conducted with no public comments received.
- The Solar Ordinance Amendment. Foster Swift made all the requested changes and the Planning Commission made changes on the Non-Participating and Participating. The next step is to schedule a public hearing.

Dixon reported that

- After the Planning Commission met, Dixon met with Jim Hacker and Al Stoutenburg. They were advocating for the definitions and a couple of changes in the Zoning Ordinance causing a few legal questions. He requested legal opinions. Discussion was held.
- Dixon asked if Board Members have an opinion on the new ordinance. Cambridge is ok with it. However, it will come to the Board after the Public Hearing. Cole would like to review the final version.

- d) Leigh Hayward Land Use Permit
  - Deck of back of house
- e) Andrew Palmer Land Use Permit
  - Above Ground Pool
- f) Troy Spiegel Land Use & Variance Permit
  - Garage

### **13. WEBSITE REPORT/POSSIBLE ACTION**

Cambridge reported she:

- Added proposed and approved minutes as needed
- Added the July 30, 2024 Public Accuracy Test Notice
- Added August 7, 2024 Election Notice
- Added announcement about the Zoning Board of Appeals Meeting

### **14. TAX ASSESSOR/POSSIBLE ACTION**

- a) Adopt Property Guidelines
  - Dixon reported the State of Michigan is still auditing township tax assessors and the Property Guidelines Asset Tests wording needs to be updated with legislation changes made per PA 253 of 2020. The clause "shall NOT have ownership interest in in other real estate" needs to be removed.

\*\*\*Coats made the motion to adopted the Poverty Guideline changes as presented. Cambridge supported. All in favor. Motion carried

### **15. OTHER GOOD OF THE ORDER**

- a) Free Dump Day Tax Bill Insert
  - Dixon reported 550 insert notices were printed.
  - Cambridge reported that she left a message with Waste Management Representative, Jill Reynolds, but has not received a call or email back yet.
  - Scott Kenny reported that there is a possibility of having a dumpster for tire recycling. He is checking into it.

**16. PUBLIC COMMENT**

Gary Heberling appreciates the lime stone that is being put on the roads.

**17. ADJOURN**

\*\*\*Coats made the motion to adjourn the meeting at 6:48 p.m. Cambridge supported. All in favor. Motion carried

**UPCOMING MEETINGS.**

Regular Board Meeting – Tuesday, July 2, 2024 at 6 pm.

Respectfully submitted,

Tammy Ross, Clerk