

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

Board Regular Meeting Minutes  
Tuesday, July 2, 2024 –6:00 pm

PRESENT: Dixon, Ross, Coats and Diaz

ABSENT: Cole and Cambridge

GUESTS: Gary Heberling, Diane & Don Ferguson, Al Stoutenburg, Clint Stoutenburg, Bill Parrish, Lyne Stauffer, Dorothy and Greg Thorley, Dick Henderson and Scott Kenny.

**1. AGENDA**

Bill Dixon requested that:

- PA 116 Request from Gentner be placed under Number 6 – New Business, Letter B
- Team One Signatories be placed under Number 8 – Treasurer Report, Letter B
- Land Use Permit from Schumacher, 2468 Cash Road be placed under Number 12 – Planning Commission Report, Letter E

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

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

Dixon requested approval of the June 24, 2024 Minutes.

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

**3. PUBLIC OFFICIAL**

County Commissioner, Gary Heberling reported:

- Landowners in the PA 116 Program electing to participate in the Solar Farm Program must fill out a form that pauses participation in the PA 116 Program.
- Commissioners approved a resolution that allows the Amish Community to construct a road spanning from Greenland Road over Cass River to Kelly Road. This road will only accommodate non-motorized vehicles, providing a safer route into Cass City.
- The Buildings and Grounds Committee convened. In an effort to reduce costs, Boone Construction has revised the size of the Animal Control Building, while still meeting Michigan State Requirements. The goal is to fund the entire construction using ARPA Grant Funds.
- The Personnel Committee authorized the search for a County Parks Director who will oversee operations at the three County Parks. Funding for this position will be provided by Sanilac County Parks.

**4. PUBLIC COMMENT**

Resident Diane Ferguson urged the Board to review the Michigan Constitution and the US Constitution information she provided them.

**5. CORRESPONDENCE**

None

## **6. NEW BUSINESS**

- a) AT&T Metro Act Right of Way Permit Extension Consideration/Approval  
- Dixon reported that the present AT&T Permit is in the Board's Information Packet. Per the Township Treasurer, the Township receives approximately \$,6000 per year for the Right of Way Access.

\*\*\* Motion by Coats, supported by Ross to approve the AT&T Metro Act Right of Way Permit Extension as presented. All in favor. Motion carried.

- b) PA 116 Request from Gentner  
- Ross reported the property is in section 8, 11 N, Range 14E, and is all farm land on Cooper Road

\*\*\* Motion by Ross, supported by Coats to approve PA 116 request as presented. All in favor. Motion carried.

## **7. OLD BUSINESS**

- a) Sylvan Drive Dangerous Buildings Complaint Referred to the Sanilac County Sheriff's Department & Sanilac Bldg. Dept.
- b) M-19 and Marlette Road Dangerous Buildings Complaint Referred to the Sanilac County Sheriff's Department & Sanilac Bldg. Dept.  
- Dixon reported that issues a & b have been forwarded to the Sanilac County Sheriff Department's Zoning Officer. Dixon was informed that according to the Township's Ordinance, the Building Department must condemn the buildings before proceeding with any further action. Also, if entry into the building is needed, a search warrant must be obtained. Discussion centered around the condemnation process by the building department, the township's ordinance, obligations, and potential avenues for recovering costs.
- c) Custer Street Blight Complaint, Sanilac County Sheriff's Department contact made, owner agreed to 7/18/24 timeline.  
- Dixon reported that upon contact by the Zoning Officer, the property owner agreed to clear up the matter by 7/18/24. The Zoning Officer will follow up at that time.
- d) Security Camera Installation and Training 6-19-24  
- Dixon updated that the security cameras have been installed and both Dixon and Ross have completed training on the system. The cameras provide coverage for the ballot box area, the front of the building, the main room of the hall, and the office. The closed-circuit system features motion activation and includes a 2-terabyte memory, capable of recording for about 2 years before overwriting.

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

- a) Approval of Checks Issued Consideration/Approval  
- Coats requested approval for checks number 17,625 thru 17,654 written totaling \$ 30,702.40

\*\*\* Motion by Dixon, Supported Ross approve checks as presented. All in favor. Motion carried.

- b) Team One Signatories  
- Coats requested to approve the Board Secretary, Clerk and Deputy Clerk – presently Sheila Coats, Tammy Clark and Susan Cole, as signatories on the new Team One Bank account.

\*\*\* Motion by Coats, Supported Ross to approve account signatories as presented. All in favor. Motion carried.

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

- a) Approval of current month bills Consideration/Approval

\*\*\* Motion by Coats, Supported by Dixon to approve the claims as presented. All in favor. Motion carried.

- Coats requested to rebid the lawn mowing service at the end of the season. Dixon agreed.

b) August Primary Election

Ross Reported – It is noted for the record that the Primary Election will be held on Tuesday, August 6, 2024. The Public Accuracy Test will take place on Monday, July 22, 2024 at 5:30 pm and will be published in Tribune Recorder Leader.

The following election inspectors are presented to the Board.

Dawn Grabitz, Co-Chair	Marilyn Loding
Cheryl Heberling, Co-Chair	Heidi Fetting
Ruthann Kopaz	Nicole Markel
Cheryl Hooper	Taylor Foster
Sheila Hendershot	

Clerk Tammy Ross is requesting approval for the election inspectors for the Tuesday, August 6, 2024 Primary Election.

\*\*\* Motion by Ross, Supported by Coats to approve the election inspectors as presented. All in favor. Motion

c) Public Accuracy Test 5:30 pm on Monday, July 22, 2024.

- Dixon corrected the time of this meeting to 5:30 p.m. on Monday, July 22, 2024

Ross presented a check for the Solar FOIA request to the Treasurer.

**10. CEMETERY REPORT/POSSIBLE ACTION**

Ross reported:

- a) Burials & Lot Sales
  - One burial, weekday cremation on 6-4-24
- b) Headstone Repair
  - No update

Dixon reported that a gentleman owning a plot in the cemetery would like to sell it. It is Dixon's understanding, that the purchaser buys the rights to be buried in the plot and perpetual care of the plot, not the actual land the plot is on. Therefore, the process to sell a plot is usually to sell the rights back to the township. The plot is then put back in the inventory to be resold.

**11. SEWER REPORT/POSSIBLE ACTION**

- a) Townley Asset Assessment & GPS Location Ongoing
  - Dixon informed the Board that the report is scheduled to be completed by the end of July. The goal is to get the Asset Map sometime in August. Once the Asset Map is received, the township will be able to get the videotaping done and then the cleaning quotes.
- b) Sewer Customer Concerned About Sewer Invoice Timing
  - Dixon reported that a sewer customer at 469 South Sandusky Road is concerned about the sewer invoice timing. She made the statement that the invoice she received was read for December and she received it sometime after December. Her concern is that due to the lag between reading the meter and receiving the invoice, it is difficult to monitor for a leak or other issue in a timely manner.

## **12. PLANNING COMMISSION REPORT/POSSIBLE ACTION**

- a) June 20, 2024 Planning Commission Meeting Minutes/Summary
  - Dixon reported that, due to a member's absence, the Planning Commission Meeting Minutes are not yet available online.

\*\*\* Motion by Dixon, Supported by Coats to approve a Special Land Use Meeting to be held by the Planning Commission on August 22, 2024 at 6:00 pm for consideration of the Samsung Special Land Use Permit. All in favor.  
Motion

- b) Request Special Land Use Planning Commission Meeting for 6:00 pm on 6/22/24. Consideration/Approval
  - Dixon reported that the Committee had a Public Meeting but did not make any decisions. The Committee is requesting permission to have a Special Land Use Meeting on August 22, 2024 at 6:00 pm.

\*\*\* Motion by Dixon, Supported by Coats to approve a Special Land Use Meeting to be held by the Planning Commission on August 22, 2024 at 6:00 pm for consideration of the Samsung Special Land Use Permit. All in favor.  
Motion

- c) Approved Tim & Susan Hale, 1750 S. Johnson Rd Land Use Permit – Shed PD. Check Number 7013, \$100
- d) Approved Shawn & Jennifer McGarvie, 760 W. Frenchline Rd. Land Use Permit-Pole Building, PD Cash \$100
- e) Land Use Permit from Howard and Alisha Schomaker, 2468 Cash Road

Dixon presented items c, d, & e to the Board, with payments.

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

Dixon reported Cambridge:

- Added proposed township proposed minutes

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

- a) PA 660 Audit Results

Diaz reported:

- The township passed the PA 660 audit with two identified and easily fixed deficiencies.
- Board of Review will be held on July 15, 2024 at 5:00 pm.

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

- a) Free Dump Day Tax Bill Insert
  - Dixon reported that the inserts were mailed with the tax bills.

Dixon reported that he spoke with Sanilac County Road Commission Foreman, Matt Grabitz. The next road brining is scheduled for July 9, 2024. Also, Dixon reported a road deficiency on Townline Road between Walker and Cooper Roads.

## **16. PUBLIC COMMENT**

- Resident Diane Ferguson spoke to the Board about owners of properties with dangerous buildings receiving notifications, posting of township minutes on the website, possible pay raises, and examining township records.
- Resident Don Ferguson spoke to the Board about the building on 11 Watertown Road, the burnt-out house on the corner of Marlette and M19 Roads and dangerous building on Sylvan Drive. He was also would like a copy of his tax invoice.

**17. ADJOURN**

\*\*\*Coats made the motion to adjourn the meeting at 6:42 p.m. Ross supported. All in favor. Motion carried

**UPCOMING MEETINGS.**

Regular Board Meeting – Tuesday, July 30, 2024 at 6:00 pm.

Respectfully submitted,

Tammy Ross, Clerk

UNAPPROVED