

**Watertown Township**  
2630 South Sandusky Rd  
Sandusky, MI 48471  
Tuesday, July 6, 2021 – 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: Scott Campbell, Matt Cole, Susan Cole, Clint Stoutenburg, Ken Landsburg, Gary Heberling, Al Stoutenburg

**MINUTES**

Franzel requested approval of the June 8, 2021 Regular Meeting Minutes.

Cambridge requested an amendment of the minutes to update the name Mary Hart to Kim Hart.

\*\*\* Dixon made the motion to accept the June 8, 2021 Meeting Minutes as presented. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

**ADDITIONS OR CORRECTIONS TO THE AGENDA**

Coats requested that –

- Attorney Email be added under Correspondence #1

\*\*\*Dixon made the motion to accept the agenda as amended. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross Nays: None. Motion carried

**CORRESPONDENCE**

1. Franzel and Coats received an email from attorney John Benko.
  - Coats reported that the attorney is requesting assurance from the Board that Scott Kenny's property is residential and future buyers can build a house there if they choose to. Mr. Kenny's property is listed in the Township's Master Plan as future growth which would make it commercial property.
  - Franzel responded, at this time the property is zoned residential and if there was a house fire, another house could be built without issue. However, because the property is in the Master Plan and in the Commercial District, the property owner could apply for commercial property zoning.
  - Coats responded Mr. Benko would like something in writing.
  - Franzel responded that based on past township attorney counsel, the Board should never put anything in writing or sign anything. Mr. Benko may request by certified mail.

**ROAD COMMISSION**

1. Street/Road Signs Ordered  
Franzel reported that
  - He contacted Sanilac Road Commission Foreman, Andrew Palmer and was informed that:
    - o Mark Gueldenzoff will be mowing the road sides soon.
    - o The 2<sup>nd</sup> brining of the year will be done this week on Thursday or Friday.
    - o Road signs are in and crews are starting to put them up.

**TREASURER**

Coats requested approval of June 2021 number 16527 thru 16558 for a total amount of \$32,644.

\*\*\*Franzel made the motion to approve the paid bills as presented. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

### **CLERK**

Ross:

- Requested a motion to approve the monthly bills to be paid.

\*\*\*Cambridge made the motion to approve bills to be paid as presented. Dixon supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

### **CEMETERY REPORT**

Ross presented the Cemetery Activity Report through June 2021 as submitted by John Harding, Sexton:

- A cremation burial in section D36-12 was done during the week.
1. Missing Cemetery Map – Dixon spoke with the previous cemetery sexton and he was not sure if he had possession of the map, but would look to see if he could locate it.

### **SEWER REPORT**

Dixon reported:

- No occurrences this month to note.
- He has started a database spread sheet that details the flow rate of the pump station, calculated flow, actual flow, pump start and stops. He has also crossed it with the NOAA Weather report for rainfall to accurately predict the storm water infiltration. The goal is to be able to track flow rates and identify issues more quickly. Examples include an increase in flow rates may be due to rainfall, a leak, etc. and a decline in flow rates might indicate that service is needed. Also, this data may help with future grant applications.

### **PLANNING BOARD**

Dixon reported:

- Since the last time this Board met, there has been a Townhall Meeting and a Planning Commission Meeting.
- Townhall meeting notes have been distributed.
- The Board is still moving forward and making progress on the solar ordinance. However, 6 or 8 issues remain. One of the main issues is the setback allowance.
- He believes the Commission is on schedule, however he is seeking permission for up to 2 additional special meetings if needed.

\*\*\*Dixon made the motion to approve up to 2 additional special meetings of the Planning Commission. Cambridge supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried.

- A resident expressed concern that Dixon was in violation of the Open Meetings Act regarding meeting postings and minutes. Despite being informed that the minutes were on the website, the resident insisted that they were not. Fortunately, they were posted. OMA requires non-approved minutes to be posted on the website within 8 days of the meeting and approved minutes to be posted within 5 days.
- Next Planning Commission Meeting is July 15, 2021.

As the Townhall Meeting wasn't an official meeting of either the Township or Planning Commission Boards or Committees, Board Members requested amendments to the Solar Ordinance Meeting Notes – removal of Watertown Township, Planning Commission, and that Committee Meeting be corrected to Informational Gathering.

### **WEBSITE**

Cambridge reported that she:

- Updated or achieved minutes, agendas, meeting dates, board member information, contact information, and public announcements.
- Removed mask requirement.
- Added free trash day to calendar and announcements. September 18, 2021 from 9 a.m. – 3 p.m.
- Emailed Kim Hart the marijuana ordinance, because she couldn't find it on the website.
- Updated access to the Planning Commission information from a tab that took two clicks to access to a link on the main page that takes one click to access.

### **TAX ASSESSOR**

No report

### **PUBLIC OFFICIAL**

Commissioner Gary Heberling reported at the Commissioner's Meeting they:

- Approved the hire of a 4<sup>th</sup> person to drive veterans when needed.
- Approved the equalization for 2020-2021
- Approved installation of lights and sirens on the new Sheriff's Department vehicles
- Finished the audit and it went extremely well with only one small issue
- Passed a resolution to suspend all COVID Emergency Restrictions at the Sanilac County Courthouse.
- Are reviewing the Sanilac County Ordinances.

Franzel requested that the Commissioners consider a county wide ordinance officer that could be shared between townships to help enforce township ordinances. Cost could be spread between the townships using the service. Mr. Heberling will discuss this with the Commissioners.

### **PUBLIC COMMENT**

None

### **ZONING**

Franzel reported that he:

- Approved a permit for Cell Tower improvement on French Line Road and received payment.
- Received an application and payment from the resident who neglect to get a permit for a deck.

### **OLD BUSINESS**

1. LeCom reimbursement for sewer damage from June 2020
  - Ross will call and get an updated on this.
2. Update status of Cemetery Database
  - Ross is working on it.
3. Civil Infraction Update Status
  - Franzel reported a notice was put in the paper and is past the 15-day requirement. A copy of the minutes must be sent to Township Attorney, Kyle O'Mara and he will update the wording in the ordinance book. Dixon and Ross will forward the needed information
4. Front Door Issue
  - Ross contacted Mark Kaatz from Sanilac Glass and he has not been able to look at the door. She will contact him again.
5. Auditors' Selection
  - Coats called and left a message with the MICPA. She will continue to follow up with them.
6. Planning Board request for an extra work session or two.
  - This item was addressed during the Planning Board Reports

### **NEW BUSINESS**

1. American Rescue Plan Act – Items needed from checklist
  - Dixon shared with the Board his research of the American Rescue Plan Act. The Act seeks to reimburse local governments for COVID-19 related activities, recovery and cost mitigation measures. The reimbursement estimate to the township is \$130,312.
2. Internet service plan
  - Franzel talked with the provider regarding internet installation at the Township Hall.
  - Ross requested that she still retain the hot spot that has been provided to her. Franzel requested that she call and find out the cost of having the hotspot in combination with the Township Hall's Plan.

\*\*\* Dixon made the motion to have internet service installed at the Township Hall. Coats supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried

Franzel requested that Board Members preferred method of communication for special meetings or notices be email. Each member individually agreed with this request.

3. Upcoming Plans for Improvement
  - No action on this item
4. Clean-Up Day Plans and Volunteers
  - Set for September 18<sup>th</sup> – 9 a.m. – 3 p.m.
  - Coats requested lots of dumpsters as she has been contacted by many residents ready to get rid of garbage.
  - Dixon reminded the Board that Sanilac residents are allowed to have 2 free dump days through Waste Management, Inc.
5. LED Sign – Pick Base & Frame
  - Franzel reported that the first half of the payment has been made and the project is on schedule.
6. Sand could be used to fill in the ditch south of the Township Driveway.
  - Franzel reported that he spoke with Nathan Campbell regarding the ditch to the south of the Township Driveway. He has not been able to look at it, but will this month.

### **ADJOURN**

\*\*\*Coats made the motion to adjourn the meeting at 7:07 p.m. Dixon supported. Ayes: Cambridge, Coats, Dixon, Franzel and Ross. Nays: None. Motion carried

Next Regular Board Meeting is Tuesday, August 3, 2021 at 6 pm.

Respectfully submitted

Tammy Ross, Clerk,