Watertown Township
2630 South Sandusky Road
Sandusky, MI 48471

Regular Board Meeting Minutes

Tuesday, July 7, 2026 – 6:12 p.m.
The meeting was held at the Watertown Township Hall

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

Clerk Tammy Ross called the meeting to order at 6:12 p.m. Trustee Jason Radloff then chaired the meeting.

The Pledge of Allegiance was recited, and roll call was taken.

PRESENT: Coats, Hacker, Radloff, Ross
ABSENT: Henderson
STAFF: Cole, Kenny
GUESTS: Pat Krumenaker, Al Stoutenburg, Rick Pangburn, Lori Cowley, Clint Stoutenburg, Matt Cole, Vicky Bright, Judy Smith, Mike & Christine Papp, Diane & Donald Ferguson, Eric Levine, Mike Moore, & Dan Everhart, Ivan Henderson, Steve Scribner and Bill Parrish.

ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

Radloff requested approval of the Thursday, June 4, 2026 Regular Board Meeting.

Motion by Coats, supported by Hacker, to approve the Tuesday, June 4, 2026 Regular Board Meeting minutes as presented. All present voted yes. Motion carried.

ADDITIONS OR CORRECTIONS TO THE AGENDA

Coats requested the addition of
- Dan Everhart, Edward Jones Representative be placed under Public Officials
- EGLE Grant Update be placed under New Business

Radloff requested
- Two FOIA requests be placed under Correspondence

Hacker requested
- ITC Site Plan Substation be placed under Zoning Report

Motion by Coats, supported by Hacker, to accept the agenda as presented with changes. All present voted yes. Motion carried.

CORRESPONDENCE

FOIA Request

- Radloff presented two FOIA Requests for processing

PUBLIC OFFICIALS

Mike Moore – DTF

- Lieutenant Mike Moore presented the 2025 Drug Task Force Year-End Report.

Gary Heberling – Commissioner's Report

- Mr. Heberling was not present at the meeting.

Dan Everhart – Edward Jones Representative

- Dan Everhart presented information to the Board regarding investment and banking opportunities available through Edward Jones.

TREASURER'S REPORT

Approval of Checks Issued

- Coats requested Board approval for monthly payments totaling $36,769.30, covering check numbers 18386 through 18421. Discussion was held.

The Board acknowledged the check issued.

CLERK'S REPORT

Approval of Current Claims

- Ross requested approval of the current claims. Coats questioned the interest charge included on the invoice from Maner Costerisan. Discussion was held. The Clerk will contact Maner Costerisan to request a detailed billing. Payment of the invoices will be reconsidered at the July 28, 2026 Board meeting.

Motion by Hacker, supported by Radloff, to approve payment of the current claims, excluding the ***Maner Costerisan*** *invoice. All present voted yes. Motion carried.*

Grant for AED Machine for the Township Hall

- Ross reported that the AED Grant application has been submitted. A confirmation email was received indicating that no additional information is needed and that there are no anticipated issues with fulfilling the request. The Township is awaiting formal approval.

CEMETERY REPORT

Ross presented the June 2026 Cemetery Report

- There was one cremation burial during June 2026.

ZONING REPORT

ITC Site Plan Substation

- Hacker submitted the payment he received for the ITC Substation. ITC previously submitted payment for the Land Use Permit for $2,500 and $1,300 for a Special Planning Commission Meeting.

Hacker reported:

- He received two Land Use Permits that were previously approved.
- He put in approximately six (6) hours in surveying the Township and developing a map that includes possible blight, permit, and other infractions. He will continue to keep a log as previously requested. Discussion was held.

WEBSITE REPORT

No Report

TAX ASSESSOR REPORT

No Report

SEWER REPORT

Hacker reported:

- All except for approximately 10 meters have been installed by Scott Kenny and John Norton. Discussion was held.

NEW BUSINESS

Lift Station – Cement & Electrical – Blank Electric Quote

- Radloff presented the sole quote received for electrical work at the Sewer Substation. The quote, submitted by Blank Electric, is in the amount of $4,500.00. He noted that the electrical work can be completed prior to the concrete being poured. Discussion was held.

Motion by Hacker, supported by Coats, to approve the Blank Electric Quote as presented. All present voted yes. Motion carried.

2 – 1-inch Meter for Sewer Account

- Kenny reported that the 1-inch meters have been received.

Moratorium on Battery Storage and Data Center
Hacker reported that the Planning Commission requested that the moratorium information and existing related ordinances be submitted for a legal review. The goal is to make sure everything is up-to-date with the current laws and requirements. Discussion was held.

Radloff reported that the proposed ordinance streamlines the process for approving a moratorium by authorizing the Township Board to enact a moratorium by resolution. Discussion was held.

Motion by Hacker, supported by Coats, to adopt the ordinance as presented. All present voted yes by roll-call vote. Motion carried.

Update on Land Division Act (10 Instead of 4 for First 10 Acres)
Hacker reported that the State of Michigan is reviewing proposed changes to the Land Division Act that would modify how land may be divided. Once final guidance is issued, the Township will review its ordinance.

Filled Water Softener with Salt
Radloff reported this was done.

EGLE Grant
Coats questioned why road projects were included in the EGLE Grant application since the Township receives road millage funds. She also noted that the application included other projects that were not on the Board's project wish list. Radloff explained that, based on information presented at a seminar he attended, the projects identified in the EGLE Grant application may be amended as the grant is implemented. Discussion was held.

Additional Item
- Radloff read a resignation letter from Supervisor Richard Henderson effective as of midnight on July 7, 2026.

Motion by Hacker, supported by Radloff, to accept the resignation of Supervisor Richard Henderson. All present voted yes. Motion carried.

- Hacker recommended, especially in light of the Supervisor's resignation, rescinding the Pay Raise Resolution approved at the June 4, 2026 Board Meeting. Pay would revert back to the previous pay schedule. The issue could be reviewed as part of the next budget process.

Motion by Hacker, supported by Coats, to rescind the Pay Raise Resolution and return to the previous pay schedule. All present voted yes. Motion carried.

- Resident Al Stoutenburg requested that the Board accept the Planning Commission's recommendation on the moratorium. Radloff explained the process for this and it will be considered at the July 28th meeting. Discussion was held.

OLD BUSINESS.

Sylvan Drive House
No update

Audit Summary
Radloff asked whether Board members reviewed the summary and if there are any questions or comments. Hacker commented that the report contains numerous recommendations regarding the organization of the Township's financial accounting and stated that he would like to streamline the process. Discussion was held.

Computer System Linking the Clerk & Treasurer for Reconciliation
Radloff noted that this was part of the discussion held on the Audit Summary.

Reconciling Accounts
Hacker stated that this has been an ongoing issue and recommended that the Clerk have view-only access to all Township financial accounts to facilitate reconciliation with the Treasurer. Discussion followed regarding providing Board members with copies of all bank statements each month, developing a process to better track grant funds, and having the Treasurer investigate an auditing firm that could assist with reconciling the "due to" and "due from" accounts on a monthly basis rather than annually. Hacker summarized that his goal is to improve the organization and transparency of the Township's financial records over the next 12 months so that each Board member has the information needed to support the annual audit. Discussion was held.

EGLE Grant Progress – Ideas for Projects and Solar Project Construction

1. Walking Trail

2. Pavilion
3. Mausoleum in Cemetery
4. Culvert on Applegate Rd
5. Reconditioned Cemetery and Hall Blacktop
6. Extend Hall Parking Lot
7. Paint Railing in Front of the Hall
8. Furnace
9. Water Heater

Radloff noted that this was discussed as part of the EGLE Grant Item under New Business

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PUBLIC COMMENT

- A resident thanked the Board for providing unapproved Board Meeting Minutes and then approved Meeting Minutes, but this has not been done for the Planning Commission Minutes. He also expressed his concern regarding the Moratorium on Battery Storage and Data Center.
- A resident expressed her concern regarding the extra traffic on Walker Road due to the Solar Project Traffic. She requested extra brining be applied to cut down on the road dust. Hacker directed her to contact the Road Commission as they received extra funds for Solar Project road issues.
- A resident expressed appreciation that the Board Pay Raise Resolution had been rescinded and commented that this was the best-run Board meeting she had attended in some time.

Radloff stated that the Township Supervisor position will be advertised and posted. Interested individuals should submit an application.

ADJOURNMENT

Motion by Hacker, supported by Radloff, to adjourn the meeting at 7:53 p.m. All present voted yes. Motion carried.

Upcoming Meetings:

- Board Meeting will be held on Tuesday, July 28, 2026 at 6:00 p.m.

Respectfully submitted,

Tammy Ross
Township Clerk