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Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Board Meeting Minutes
Tuesday, September 2, 2025 – 6:11 pm

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL

The meeting was called to order by Supervisor, Scott Kenny at 6:11 p.m. The Pledge of Allegiance was recited and roll call taken.

PRESENT: Cambridge, Coats, Kenny, Radloff & Ross
ABSENT: None
STAFF: Cole, Hacker
GUESTS: Dick Henderson, Al Stoutenburg, Clint Stoutenburg, Lyne Stauffer, Mike Papp, Scott Straffon,
Matt Cole, Jeff Renaudin
Gary Heberling, Cooper Royark

**ACCEPTANCE OF THE MINUTES FROM PREVIOUS MEETING,
ADDITIONS OR CORRECTIONS TO THE AGENDA**

Kenny requested approval of the August 5, 2025 Regular Meeting Minutes

Cambridge requested that - A Township resident informed the Board that the newly planted trees in the cemetery appear to be infested with bugs. - be recorded under Public Comment.

*** Motion by Cambridge, supported by Radloff to approve the August 5, 2025 minutes as amended All in favor. Motion carried.

*** Motion by Cambridge, supported by Radloff to approve the agenda as presented. All in favor. Motion carried.

PUBLIC OFFICIALS

District 3 Commissioner, Gary Heberling gave a Commissioner's Update that included

- Posting and approval to fill vacant positions
- Outfitting new Sheriff's Department Vehicles with needed technology.
- A new Material's Management Process and Committee update.

TREASURER'S REPORT

Approval of Checks Issued

- Coats requested Board approval for the monthly payments, totaling \$69,987.95; check numbers 18059 through 18084.

*** Motion by Cambridge, Supported by Radloff to approve the monthly payments as presented. All in favor. Motion carried.

CLERK'S REPORT

Approval of Current Claims

- Ross requested Board approval for the current claims.

*** Motion by Cambridge, Supported by Radloff to approve the current claims as presented. All in favor. Motion carried.

Ross reported that she received a clerk and deputy clerk's MTA professional development opportunity. The two-day clerk's training is in Frankenmuth and the cost is \$367 per person. Ross and Cole will attend. Cambridge will also attend an MTA Training.

CEMETERY REPORT

Ross gave the monthly Cemetery Report that includes

- One weekday cremation burial

ZONING REPORT

Jim Hacker gave the monthly Zoning Report that includes

- Submission of a Land Use Permit. The permit fee has been mailed to the township.
- Discussion on a cell phone to be used by the Zoning Administrator

*** Motion by Cambridge, Supported by Radloff to approve the purchase of a cell phone and plan for the Zoning Administrator's use. All in favor. Motion carried.

WEBSITE

Cambridge gave the monthly website report that includes

- Posting and archiving agendas & minutes as needed

TAX ASSESSOR

No Report

CORRESPONDENCE

Kenny reported that the township correspondence was received:

- EGLE Grant, Ian O'Leary Email
- Andrew Palmer Road Commission – Limestone
- Maddie Turner Tax Information request
- Ashlee Watters Tax Information request

NEW BUSINESS

Watertown Solar - Cooper

Linea Energy Representative, Cooper Roark introduced himself and reported that Linea Energy has taken over the Watertown Solar Project. He gave a short background of his company and spoke about two requests the company has.

- Request to meet with the Board to discuss an annual payment plan in lieu of tax payments.
- A one-year extension on the ordinance requirement that the project is to be completed within a one-year time frame. Kenny reported that this issue is being reviewed by the township's attorney.

Resolution Regarding Township Records

Kenny introduced and Radloff read a resolution requiring the organized storage, accessibility, and sharing of official township financial records and account information. Discussion was held.

*** Motion by Radloff, Supported by Cambridge to approve the resolution as presented .Roll Call Vote – Yea-Radloff, Cambridge, Kenny & Ross. Nay-Coats. Motion carried

ARPA Responsibilities

Kenny reported that after speaking with several counties ARPA reporting duties should be the responsibility of the clerk and treasurer. Ross has the instruction on how to get this started. He also put a copy in the Board's packet. Discussion was held.

*** Motion by Cambridge, supported by Radloff to appoint the clerk and treasurer to perform the duties of ARPA Reporting. All if favor. Motion carried

SEWER REPORT

Billing Rates

Cambridge discussed sewer billing rates with the Board. Rates will be adjusted when the new system is installed.

Meter Installation

Hacker updated the Board on the new system and installation of the meters. An estimated billing will be sent out with a notice requiring new meter installation by a specific date. Discussion was held.

Lift Station and Line Repair

Kenny and Hacker discussed the quotes received from USEMCO (Lift Station repairs & updating) and MEC Underground Solutions (Sewer pipe cleaning). Discussion included contacting the township's insurance company to review coverage for this project.

*** Motion by Cambridge, supported by Radloff to approve ordering two pumps and flanges from USEMCO. All if favor. Motion carried

*** Motion by Cambridge, supported by Radloff to approve the MEC Underground Solutions quote at a cost of \$18,380 and additional patching if needed, contingent on Ross's discussion with the township's insurance company. All if favor. Motion carried

GIS Sewer Location-Townley

Discussion held -- Kenny, Cambridge & Radloff

OLD BUSINESS

Sanilac County Road Limestone 2025

Kenny reported that Road Maintenance Director Andrew Palmer emailed him that he hasn't received a signed 2025 agreement.

*** Motion by Radloff, supported by Cambridge to approve the township agreement for improvements on local roads. All if favor. Motion carried

Trustee Request for Records Before Meetings

No Action

Planning Commission Request for Solar Application Status

Kenny reported that the Planning Commission requested the dollar amount spent on the Solar Application. Radloff reported that the township received \$182,000 but that there were significant expenses associated with the processing of the application.

PUBLIC COMMENT

Public Comment was held

- Township resident submitted his tax payment to the treasurer
- Township resident expressed concerns about the property on Sylvan Drive since the house fire.

*** Motion by Cambridge, supported by Radloff, to direct Kenny to contact the Township attorney to discuss sending a letter to the homeowner concerning dangerous buildings. All if favor. Motion carried

ADJOURNMENT

*** Motion by Radloff, Supported by Cambridge to adjourn the meeting at 7:50 pm. All in favor. Motion carried.
Respectfully submitted,

Tammy Ross, Clerk