

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Board Regular Meeting Minutes
Tuesday, October 1, 2024 –6:00 pm

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL

The meeting was called to order by President, William Dixon. The Pledge of Allegiance was recited and roll call taken.

PRESENT: Cambridge, Coats, Cole, Dixon & Ross

ABSENT: Diaz

GUESTS: Loren Thrall, Matt Cole, Scott Kenny, Lyne Stauffer, Bill Parish, Gary Heberling, Dick Henderson, Jeff Renaudin, Clint and Kenton Stoutenburg and Jim Hacker.

2. AGENDA

Bill Dixon requested that:

- Insurance Coverage Proposal CONSIDERATION/APPROVAL be placed under New Business 6a
- Landsburg Land Use Permit be placed under Planning Commission 12a

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

3. BOARD OF TRUSTEES MEETING MINUTES:

Dixon requested approval of the September 3, 2024 Minutes.

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

3. PUBLIC OFFICIAL

County Commissioner, Gary Heberling reported that:

- Building and Grounds Committee approved the drawings for the new animal control shelter. The budget is approximately \$600,000.
- Approved the posting and filling of three job positions – Chief Deputy/Election Specialist Assistant, District Court Clerk I and Assistant Prosecutor Position.
- Approved a contract between Sanilac County and Bengel Assessing Services, LLC at an amount not to exceed \$80,000 & to recommend the appointment of Keegan Bengel to the position of Equalization Director for Sanilac County.

4. CORRESPONDENCE

- a) SLRF Compliance Report Filed Consideration/Approval
- Dixon reported that this report is now filed and the township is in compliance with the reporting requirements

6. NEW BUSINESS

- a) Insurance Coverage Proposal Consideration/Approval
- Ross presented the annual insurance invoice of \$10,676 for the Board's review and also requested consideration for the additional terrorism insurance at a cost of \$88.

*** Motion by Ross, supported by Coats to approve the 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.
 - Dixon reported that he had spoken with Township Attorney Kyle O'Mara. Mr. O'Mara and Sheriff Deputy/Zoning Officer Mike Moore are still in the process of addressing this complaint within the legal system.
- b) M-19 and Marlette Road Dangerous Buildings Complaint Referred to the Sanilac County Sheriff's Department & Sanilac Bldg. Dept.
 - Dixon reported that a zoning enforcement letter was sent to the homeowner on September 26, 2024.
- c) Blight Complaint (2486, 2455 Cash Rd.) Received and Referred to SCSD (recheck November 1, November 8)
 - Dixon reported that Zoning Officer, Michael Moore has scheduled the blight recheck for 2486 & 2455 Cash Road for November 1 and November 8th.

8. TREASURER'S REPORT/POSSIBLE ACTION

- a) Approval of Checks Issued. Consideration/Approval
 - Coats requested the Board's approval of the monthly checks included in the board packet

*** Motion by Cambridge, Supported by Cole to approve checks number 17726 through 17750 in the amount of \$74,226.79 as presented. All in favor. Motion carried.

- b) Audit
 - Coats reported that the Board received a copy of the audit at the last meeting, everything looks good, and she is requesting approval.

*** Motion by Coats, Supported by Cole to approve the annual audit 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 Cambridge to approve the claims as presented. All in favor. Motion carried.

Ross reported that

- She and Coats reviewed the water invoice from the City of Sandusky, which was due on July 6, 2024. The check was issued on June 30, 2024, and mailed by Coats, but the payment was not received. A second check was sent, including a non-negotiable late payment penalty of \$1,558.44. Going forward Ross will hand deliver payment to this vendor.
 - She received the SEMCO invoices and township doesn't owe anything. She called the company for verification.
 - She received the 2024-25 Meeting Schedule for the Planning Commission from Jody Morris and posted it on the township hall door.
- b) 2024 General Election
 - Ross reported that it is noted for the record that the General Election will be held on Tuesday, November 5, 2024. The Public Accuracy Testing will take place Monday, October 21, 2024 at 5:15 pm and will be published in the Tribune recorder Leader. The following Election Inspectors are presented to the board.

Dawn Grabitz
Cheryl Heberling

Marilyn Loding
Heidi Fetting

Roseann Kopacz
Sheryl Hooper
Sheila Jasz Hendershot

Nicole Markel
Taylor Foster
Kortney Ball

Clerk Tammy Ross needs Board Approval of the Election Inspectors for the General Election on Tuesday, November 5, 2024

***Ross made the motion, Supported by Cambridge to approve the above stated election officials as presented. Franzel supported. All in favor. Motion carried.

10. CEMETERY REPORT/POSSIBLE ACTION

Ross reported:

- a) Burials & Lot Sales
 - Two cremation burials – One was a weekday burial and one was a weekend burial.
- b) Headstone Repair
 - No update.

11. SEWER REPORT/POSSIBLE ACTION

- a) Townley Asset Assessment & GPS Location Ongoing (Preliminary drawing returned with edits)
 - Dixon updated the Board. Townley is still in the process of the asset assessment and GPS locations. Jim Hacker and Dixon reviewed the preliminary drawings and added in the areas of service that were not on the document. There are eight manholes that still need to be located and uncovered.
- Jim Hacker informed the Board that during the last water meter reading, two homes showed unusually high-water usage. One homeowner explained that a running toilet was responsible for the excess consumption. The second meter recorded approximately 20,000 gallons of usage. Mr. Hacker verified the reading, but has not yet met the homeowner. He left a note with his name and phone number for them to reach out to him. Coats will send a letter to the homeowner. He also reported that there were two meters he couldn't read. He replaced one of them, but it still didn't function properly. The homeowner will check the wiring.

12. PLANNING COMMISSION REPORT/POSSIBLE ACTION

- a) Landsburg Land Use Permit
 - Dixon informed the Board that a Land Use Permit for an 80' x 80' hay barn has been requested and approved. The building will be located at 1155 S. Sandusky Road, and payment has been received.

Coats asked for an update on the Samsung agreement. Dixon replied that the agreement has been approved and they are currently waiting for the signed approval from Samsung. Mike Homier from Foster & Swift is following up on this matter.

Cambridge reported that

- Foster & Swift attorney Mike Homier could not attend the meeting on September 19, 2024, leading to the solar ordinance being tabled. A special meeting was proposed for October 17, 2024, contingent on Mr. Homier's availability, but prospects do not seem promising.
- The Commission did discuss redoing the ordinances. Dick Henderson gave his insight on the ordinance update process around 2006 and the use of the company Land Plan. She also contacted Worth Township Supervisor, Walt Badgerow and he gave her contact information for the company they used.

13. WEBSITE REPORT/POSSIBLE ACTION

Cambridge reported the she:

- Added and archived proposed and approved minutes as appropriate
- Updated announcements as appropriate
- Updated the calendar as appropriate

14. TAX ASSESSOR/POSSIBLE ACTION

No Report

15. OTHER GOOD OF THE ORDER

- a) Free Dump Day 9/14/24
 - Dixon reported that the event was a success, with around forty residents participating, some of whom made multiple trips. Two forty-yard dumpsters were filled as a result.
 - Cambridge noted that the dumpsters were quite tall and expressed her gratitude to Stoutenburg Farms for lending their tractor. She also thanked Jim Cambridge for operating it, Nathan Campbell for compacting the dumpsters one final time, and Dick Henderson for assisting with his loader tractor.
 - Cambridge spoke about having 2 clean up days; spring and fall. She offered to contact Waste Management and GFL to request donation of dumpsters. However, the request has to be made soon, as both companies are setting up their yearly donations now.

*** Motion by Cambridge, Supported by Coats to approve Cambridge contacting Waste Management and GFL to request dumpster donations. All in favor. Motion carried.

16. PUBLIC COMMENT

- Lyne Stauffer asked for an update on the Sylvan Drive Dangerous Building Complaint. Dixon acknowledged that it has been a lengthy process, but now two government agencies and an attorney are involved. He suggested allowing the new process to unfold. Ms Stauffer then asked about the abandoned vehicle at the residence. Dixon responded that he would talk with the Zoning Officer tomorrow morning.

17. ADJOURN

***Coats made the motion to adjourn the meeting at 6:34 p.m. Cambridge supported. All in favor. Motion carried

UPCOMING MEETINGS.

Regular Board Meeting – Tuesday, October 29, 2023 at 6:00 pm.

Respectfully submitted,

Tammy Ross, Clerk