

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Board Regular Meeting Minutes
Tuesday, May 2, 2023 – 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: Coats, Dixon, Franzel, Ross and Diaz

ABSENT: Cambridge

GUESTS: Susan Cole, Jim Hacker, Mike & Christine Papp, Al Stoutenburg, Diane & Don Ferguson, Scott Kenny, Michael & Nancy Jenks, Clint Stoutenburg, Rick Pangburn and Jeff Renauden

MINUTES

*** Motion by Franzel, Supported by Coats to approve the April 4, 2023 Regular Board Meeting Minutes as presented. All in favor. Motion carried.

AGENDA

ADDITIONS OR CORRECTIONS TO THE AGENDA

Franzel requested that

- Under New Business, Item #4 - Internet Stipend & Board Member Computers be removed. Cambridge would like to be present when this item is discussed.
- Under New Business, Item #1 - Office Records Maintenance be removed. This is an item Cambridge is looking into.

*** Motion by Dixon, Supported by Coats to approve the agenda as amended. All in favor. Motion carried.

PUBLIC OFFICIALS

District 2 Commissioner Gary Heberling sent Franzel an email that he could not make the meeting due to a recent knee surgery.

PUBLIC COMMENTS

None

CORRESPONDENCE

1. Final Notice – 941 Wedge Road, Sandusky, MI 48471
 - Franzel reported – The billing department sent a final notice to the homeowners that a permit is needed for the 2nd house trailer put on the land.

NEW BUSINESS

1. Office Records Maintenance
 - Removed from Agenda
2. Credit Card Policy
 - Franzel presented the Credit Card Policy as amended by Cambridge.

*** Motion by Dixon, Supported by Coats to approve the Credit Card Policy as presented. All in favor. Motion carried.

3. 3rd Annual Watertown Community Cleanup Day
 - Franzel reported that he spoke with Waste Management Representative, Jill Reynolds. The company will provide dumpsters for the event at no charge again this year.
4. Internet Stipend & Board Member Computers
 - Removed from Agenda
5. Lawn Mowing Bids
 - There was one bid and board members were given a copy. Discussion was held on the number of times the cemetery mowing is in the bid versus other the mowing of other areas, Cemetery tree clean-up, and spring clean-up.

*** Motion by Dixon, Supported by Coats to approve the spring clean-up with Radloff LawnCare LLC and within 5% of last year. All in favor. Motion carried.

*** Motion by Dixon, Supported by Franzel to award the lawn mowing bid to Radloff Lawncare LLC for two years with the option of a 3rd year. All in favor. Motion carried.

6. Nelson Granite Mausoleum
 - If feasible, the Board is interested in adding a mausoleum to the township cemetery. Franzel do further research.
7. Solar Ordinance from FosterSwift
 - Franzel presented the ordinance that includes the attorney's changes and recommendations. Discussion was held. The ordinance will be sent to the Planning Commission with the direction that they review it and make recommendations.

ROAD COMMISSION

No Report

SUPERVISOR/ZONING *Scott Franzel*

1. Planning Board Quorum Issues
 - Franzel informed the Township Board that only 3 members showed up at the last Planning Board Meeting, so there was not a quorum.
2. Filkins Land Split Finalized
 - Franzel reported that this land split has been finalized.
3. Custer Street Tax Bill Questions
 - New residents on Custer Street discussed with the Board the mix-up with their sewer and tax invoices. They did not get the invoices but delinquent statements were received with late charges. Coats will straighten out the sewer invoice. However, Coats does not have any control over the tax payment once it is submitted to the Sanilac Treasurer's Office.

TREASURER'S REPORT: *Sheila Coats*

Coats requested approval of the April 2023 checks number 17191 thru 17215 for a total amount of \$10,399.02.

*** Motion by Dixon, Supported by Franzel to approve the April 2023 checks as presented. All in favor. Motion carried.

CLERK'S REPORT: *Tammy Ross*

Ross requested a motion to approve payment of the monthly bills.

*** Motion by Dixon, Supported by Franzel to approve payment of the bills as presented. All in favor. Motion carried.

CEMETERY REPORT: *Tammy Ross*

No burials during the month of April 2023

1. Database Update
 - No Discussion
2. Cemetery Fee Schedule
 - Ross will email area clerks requesting information on their cemetery fee schedules.

SEWER REPORT *Jim Hacker*

- Dixon will help Hacker get access to the online sewer program.

PLANNING BOARD *Becky Cambridge*

Meeting was cancelled due to lack of a quorum.

WEBSITE REPORT: *Becky Cambridge*

Report given by Franzel that Cambridge

- Approved and achieved minutes as needed.
- Updated the calendar
- Added that the Planning Commission Meeting was cancelled due to lack of quorum.

TAX ASSESSOR *Jeannie Diaz*

No report

PERMITS ISSUED:

- Franzel reported he issued a Pole Barn Permit at 315 Cooper Road, Sandusky, MI 48471

OLD BUSINESS

1. ARPA Money Plan
 - Dixon reported that he was not able to complete the report as he is not a supervisor, treasurer or clerk. Franzel will work with Dixon to get this filed.
2. Waste Removal Dates of Importance
 - Franzel and Dixon reported, when first speaking to legal counsel, they were led to believe that they would be able to have a public meeting and establish a special assessment district. However, they now have been informed that the Board must pass a resolution to start the process of identifying a special assessment district, any fees, how they will be paid and how they will be assessed per resident. This has delayed the process by a couple of months, making impossible to be completed in time for the 2024 tax year. The Board will work to get the process started and completed for the 2025 tax year.
3. Worker's Compensation Replacement Check
 - Ross will call for an updated status on the replacement check.
4. Ordinance Review
 - The Board reviewed Blight and Dangerous Buildings Ordinances.

Dangerous Buildings Ordinance Review

- Remove eny and replace with any under 1. Dangerous Buildings Defined, paragraph 1, line 1
- Add the word county before building inspector under Section 2. Inspection, paragraph 1, line 2
- Add the word county before building inspector under Section 3, Notice, paragraph 1 line 2
- Add the word county before building inspector under Section 3, Notice, letter b, line 5
- Add the word county before building inspector under Section 4, Hearing, paragraph 1, line 2
- Add the word county before building inspector under Section 4, Hearing, paragraph 1, line 4

Franzel will call the County Building Inspector to confirm that this is within his job duties.

Blight Ordinance review

- No changes

The ordinance will be sent to other townships to coordinate for a possible shared blight enforcement officer.

OTHER BUSINESS

- Franzel reported that road brining is scheduled to be done on 5/3/23 or 5/4/23, 7/11/23 or 7/12/23 and 9/8/23

ADJOURN

*** Coats made the motion to adjourn the meeting 7:08 pm. Dixon supported. All in favor. Motion carried

Next Regular Board Meeting will be held on Tuesday, June 6, 2023, at 6 pm.

Respectfully submitted,

Tammy Ross, Clerk

NOT APPROVED