

Watertown Township
2630 South Sandusky Rd
Sandusky, MI 48471

Board Regular Meeting Minutes
Tuesday, December 5, 2023 –6:00 pm

PRESENT: Cambridge, Coats, Cole, Dixon, Ross and Diaz

ABSENT: None

GUESTS: Diane Ferguson, Jeff Renaudin, Dick Henderson, Matt Cole, Al Stoutenburg, Clint Stoutenburg, James Hacker, Jason Radloff, Jeff Renaudin, Jason Radloff, Dorothy & Greg Thorley, Gary Herberling, Jim Cambridge, Scott Kenny.

PUBLIC HEARING: FIVE YEAR MASTER RECREATION PLAN

PUBLIC COMMENTS: NONE

1. AGENDA: CONSIDERATION/APPROVAL

ADDITIONS OR CORRECTIONS TO THE AGENDA

Dixon requested that:

- Drain Notices – Hale Drain and the Watertown State & Lynch Drain be placed under Correspondence, Item 3a
- Road Commission Ditch Improvement Agreement for Campbell be placed under New Business, Item 4e
- Assessing Office Personal Property Annual Canvas Policy be placed under Tax Assessor, Item 12a
- Legal Opinion be placed under Planning Commission, Scott Kenny - Item 10e and Scott Franzel – Item 10f

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

2. BOARD OF TRUSTEES MEETING MINUTES: CONSIERATION/APPROVAL

Dixon requested approval of the October 30, 2023 (November Meeting) Minutes

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

3. CORRESPONDENCE

a) Drain Notices – Hale Drain and the Watertown State & Lynch Drain

Dixon reported:

- The Watertown State & Lynch Drainage maintenance project will be completed by Site Services Excavating. Estimated start will be on December 18th, weather permitting. Landowners are asked not to till within 20 feet of a drainage ditch. The county will notify landowners.
- The Hale Drainage maintenance project will be completed by Campbell Farm Tile. Estimated start date was December 4th.

4. NEW BUSINESS

a) Five Year Master Recreation Plan: RESOLUTION ADOPTION, CONSIDERATION, APPROVAL

- Dixon requested consideration of the Five-Year Master Recreation Plan as presented in the Board Packet.

*** Motion by Cambridge, supported by Coats to adopt the Five-Year Master Recreation Plan Resolution as presented. All in favor. Motion carried.

b) Set 2024 Meeting Dates, BOT, PC, ZBA, BOR, FA CONSIDERATION/APPROVAL

- Dixon reported that all meeting date calendars presented take into consideration the election cycles that apply for 2024. He also noted that the Planning Commission Meetings are left at monthly as the Master Plan is still ongoing. Coats doesn't believe monthly meetings of the Planning Commission will be necessary for the entire year.

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

c) Parcel Division, Sleda, 1815 Elk Creek Rd. CONSIDERATION/APPROVAL

- Dixon reported that this parcel division has been tentatively approved pending Board action

*** Motion by Coats, supported Ross to approve the Sleda land split as presented. All in favor. Motion carried.

d) PA 116 Application, Gentner, 2 Parcels CONSIDERATION/APPROVAL

*** Motion by Coats, supported by Cambridge that the PA 116 application for 2 parcels be approved as presented. All in favor. Motion carried.

e) Road Commission Ditch Improvement Agreement for Campbell

- Dixon reported that 33% of this project will be paid by the Road Commission, 33% will be paid by Watertown Township and 34% will be paid by the petitioner. Total cost of the project is projected at \$851.50 trucking \$280.00.

*** Motion by Coats, supported Cambridge to approve the Campbell ditch request as presented. All in favor. Motion carried.

5. OLD BUSINESS

a) ARPA Grant Funding Planning Deadline for Proposals 12-31-2023

- RFPs (Request for Proposals) are due at the end of the month. Dixon has had some companies contact him regarding the project.

b) Ordinance Review and Updates (on going)

- This item has been tabled until the regular Board Meeting in January 2024.

c) Worker's Comp Replacement Check

- Ross reported that as this check has been issued several times and not received, she is working with another representative.

d) Township Waste Removal District Special Assessment Report Preparation (in process)

- Coats reported there isn't an update at this time.

e) Sylvan Dr. Dangerous Buildings complaint (on-going)

- The homeowner was contacted regarding this complaint in May of 2023. However, no action has been taken on the owner's agreement that the complaint would be taken care of in 90 days. Therefore, Dixon reported that he requested Township Attorney, Kyle O'Mara write an enforcement letter.

f) Zoning Administrator/Enforcement Officer Job Description (consideration/approval)

- Cambridge believes the description needs more work and organization. The Board concurred.

TREASURER'S REPORT/POSSIBLE ACTION

Coats requested approval of the October 2023 checks number 17400 thru 17432 for a total amount of \$19,560.30,

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

CLERK'S REPORT/POSSIBLE ACTION

- a) Approval of current month claims

*** Motion by Coats, Supported by Cambridge to approve payment of the monthly claims as presented. All in favor. Motion carried

- b) November Election Recap
- Ross reported that the November 2023 election went very well, with a 38% voter turn-out. Cambridge complimented Ross and her election team on a well-run and organized election. Starting with the February 2024 election, a permanent absentee voter list will be available. Applications will not be needed for voters on this list. Also, starting with the February 2024 election, nine days must be made available for absentee voting. All voting precincts plan on doing this in one location.

Ross reminded the Board of the invitation to attend the Sanilac Chapter of Michigan Township Association Christmas party/meeting. The event will be held on Wednesday, December 13, 2023 at Liberty Lanes, starting at 5:00 p.m. Cost is \$20.00 each. Guest speaker is Neil Sheridan of MTA. Reservations must be received by Ross or the County Clerk's Office on or before December 6, 2023

CEMETERY REPORT/POSSIBLE ACTION

- a) Burials & Lot Sales
- Ross reported one (1) weekend burial at the winter rate.
- b) Paterson contacted by Susan Cole (on-site review pending availability)
- Dixon reported that he and Cole are still working on this issue.
- c) Headstone Repair
- No update

SEWER REPORT/POSSIBLE ACTION

James Hacker reported:

- He has one more inside meter reading and will give the address to Dixon.
- James Hacker reported that, while reading meters, a resident complained that she is still being overbilled. Coats reported that all the old charges have been removed. However, during the next quarter, the usage was over 10,000 gallons and the resident refuses to pay the overage charge.

PLANNING BOARD/POSSIBLE ACTION

- a) 11/16/23 PC Meeting Summary

Cambridge reported that

- Resident Rick Pangburn spoke to the Planning Board regarding his concerns about the new law allowing the state to take over renewable energy zoning decisions. Dixon reported that this law does not take effect until November 2024.
- She handed out two letters from Township Attorney, Kyle O'Mara regarding 11 Watertown Road and 551 S. Sandusky Road

- Spalding DeDecker and Foster Swift returned their opinion on the Samsung's site plan. There were many concerns about the plan and it was returned to Samsung with the concerns.
- b) Joint Committee Group Solar Application Work Session CONSIDERATION/APPROVAL
 - James Hacker reviewed the Planning Commission's request to have a five-member Joint Committee Group for Solar Application Work.

*** Motion by Dixon, Supported Ross that James Hacker heads a five-member Special Work Group Committee comprised of Planning Commission Members Al Stoutenburg, & Jason Radloff, and Township Board Members William Dixon & Rebecca Cambridge to meet as necessary to see the project through. All in favor. Motion carried.

Dixon reminded the Board that no tax payer funds will be used for this committee. All costs are to be paid by the applicant.

- c) Spalding DeDecker Invoice
 - Cambridge reported that all Spalding DeDecker and Foster Swift for this solar project will be charged to the Samsung deposit.
- d) Master Plan Schedule
 - Cambridge reported that on December 21st the Planning Commission will meet regarding implementation strategies and finalize the Future Land Use Map. They will also review the Master Plan Draft and provide comment to Spicer. On February 15th, the Planning Commission's goal is to recommend the Master Plan Draft to the Board for review. On May 16th, the Planning Commission's goal is to adopt the Master Plan. The Board will then do a final adoption.

WEBSITE REPORT/POSSIBLE ACTION

Cambridge reported she

- Added the December 12th Board of Review Notice
- Added proposed and approved minutes
- Achieved minutes as appropriate
- Added a side tab for the 2024 Parks and Recreation Master Plan Draft for public review
- Posted the RFP for the Solar GPS Location
- Added the notice of the review of the 2024 Parks and Recreation Draft Master Plan
- Updated the calendar as needed

TAX ASSESSOR/POSSIBLE ACTION

Diaz reported that the State of Michigan requires the Board to have a policy regarding how the Assessor handles Personal Property Information.

*** Motion by Coats, Supported by Cole to approve the assessor's policy to survey the township and assesses personal property each year, as presented. All in favor. Motion carried

PUBLIC OFFICIALS

- Commissioner Gary Heberling submitted a written report to the board.

PUBLIC COMMENT

- Township resident Jeff Renaudin handed out pictures of other rural areas that enforce residents to participate in garbage pickup showing trash cans left at the end of long driveways. Mr. Renaudin expressed concerns about some Board members having a conflict of interest if they vote on the issue and a conflict of interest in the Township's newspaper of record. He also urged the Board to review the proposed dog pound.

- Township resident Diane Ferguson asked when the Master Recreational Plan was discussed and if it was advertised in the newspaper. Coats replied that the review was done at the Planning Commission. Dixon replied that it was advertised in the Sandusky Tribune, on the website and surveys were sent out. She doesn't agree with enforced waste removal and she also does not agree with hiring a Zoning Officer. She requests that the Board let Commissioner Gary Heberling report at the beginning of the meeting, so everyone can hear his report and he can get to his 2nd monthly meeting that is on the same night. She supports Mr. Renaudin's views and asked who on the Board was voting in a des jure manner. No one raised their hand.
- Township resident Dick Henderson requested that Mr. Dixon apologize for a remark he made about an area of the township. Mr. Dixon agreed and made the apology.

ADJOURN

***Coats made the motion to adjourn the meeting at 7:00 p.m. Cambridge supported. All in favor. Motion carried

Next Regular Board Meeting is Tuesday, January 2, 2024, 6 pm.

Respectfully submitted,

Tammy Ross, Clerk