

SANILAC TOWNSHIP BOARD
REGULAR MEETING
Thursday, June 9, 2022
6:00 P.M.

OPENING OF MEETING:

Supervisor Kelly called the meeting to order at 6:00 P.M. followed by the Pledge of Allegiance.

ROLL CALL:

Members Present: Supervisor Dan Kelly, Trustee Jeff Lyall, Trustee William Noelke, Treasurer Dru Moran, and Clerk Suzanne Shagena.

Absent: None.

Guests Present: Mary Ann Milarch, Kurtis Steeb, Dan Finn, Bob Dear and Ken Wimmer.

ADDITIONS/CORRECTIONS TO AGENDA:

- Procedures for Township Appointments.

Motion by Moran, seconded by Lyall, to approve the amended agenda as presented. CARRIED.

PUBLIC COMMENTS:

Dan Finn, the Parks and Recreation Coordinator for the Village of Port Sanilac, appeared before the township board with a Contract for Sanilac Township to participate in funding for the upcoming 2022-2023 Summer/Winter Recreational Program. The summer program takes place from June 28th to July 28th, 2022. The board requested copies of the Parks and Recreation's budgets for the last 3-4 years along with a few additions to the contract prior to approving it. The contract will be added to the agenda for the June 30th, 2022 public hearing meeting.

CONSENT AGENDA:

- a. Board Minutes of 05/12/22
- b. Accounts Payable — General Fund and Water Operating Bills.
- c. Payroll for June 2022.
- d. Zoning Administrator's Report.
- e. Treasurer's Report.
- f. Planning Commission Meeting Minutes of 06/02/22

Motion by Shagena, seconded by Noelke, to approve the consent agenda. CARRIED.

The following reports were presented:

- *Fire Authority Report:*

SEFA Board's next meeting is on July 12, 2022. A new chairman takes office for July, 2022-June, 2023. An open house honoring Don Thomas for his 55 years with the Port Sanilac

SANILAC TOWNSHIP BOARD
REGULAR MEETING
Thursday, June 9, 2022
6:00 P.M.

Fire Department will take place on Sunday, June 12, 2022 at the fire hall. 124 current runs compared to 113 at this time last year.

- *Water Operations Report*

Drawings needed for the Purdon and Walker properties in order to apply for MDOT.

Camp Ozanam's plumber has permit and will pick up meter next week.

Water Equipment inventory: 8 ¾" water meters (back ordered meters to go to Lexington), 7 meter pits, 10 lids and 2 meters for meter pits. Additional lids and meters are still on back order.

Drawings needed for MDOT permit for Nick Thomas.

The township has received three new inquiries on water connection within Sanilac Township. Connection information turned over to potential new customers.

- *Assessor's Report*

During the month of May, work was done on the 2022 tax roll information and 2023 assessment rolls. July Board of Review will meet on July 19, 2022.

Motion by Shagena, seconded by Moran, to approve the reports as presented. CARRIED.

OLD BUSINESS:

Mary Ann Milarch and Kurtis Steeb each applied for the Zoning Administrator's position. Each applicant had an opportunity to speak to the board on their qualifications and interest in becoming the Township Zoning Administrator.

NEW BUSINESS:

The board discussed putting procedures into place when appointing individuals to vacancies. The township will post such vacancies and request a letter of interest from interested persons. All letters of interested will be reviewed and each applicant shall have an opportunity to speak on their own behalf to the township board. The township board will then vote on the appointment.

Supervisor Kelly recommended extending an invitation to the Village of Port Sanilac Council for a joint special meeting with the Sanilac Township Board to discuss the Township's millage request. Motion by Noelke, seconded by Moran, to approve sending a letter to the Village of Port Sanilac Council requesting a joint special meeting with the Sanilac Township Board along with possible dates of availability. CARRIED.

SANILAC TOWNSHIP BOARD
REGULAR MEETING
Thursday, June 9, 2022
6:00 P.M.

The board reviewed an agreement from the Sanilac County Road Commission for the replacement of a deteriorated culvert located Ridge Rd. Motion by Noelke, seconded by Lyall, to approve the agreement with the Sanilac County Road Commission for culvert replacement on Ridge Rd 605' south of Hyde Rd at a cost of \$3,563.62. CARRIED.

The board reviewed proposed General Fund, Water Operating, Lexington Township Water and Sanilac Township Water budgets for the upcoming 2022-2023 fiscal year. All budgets will be finalized and approved at the June 30, 2022 public hearing.

With changes made to water rates in 2022, the board reviewed the Township Fire Hydrant Usage Fee Policy. Motion by Noelke, seconded by Lyall, to approve amending the Fire Hydrant Usage Fee Policy as follows:

FIRE HYDRANT USAGE FEE POLICY

Fire Hydrant Charge: Section 3.3.5 of the Sanilac Township Water Ordinance allows the Township to charge a flat rate for use of a Sanilac Township Fire hydrant to fight a fire or provide any other Emergency service. Such fee shall be \$500.00. The fee will be paid from the Sanilac Township Water Operating Fund to reimburse the Water fund for its costs for all property owners in Sanilac Township. Property owners in the Village of Port Sanilac, Forester or Lexington Township will be billed by the Sanilac Township Clerk for Fire Hydrant usage.

Section 3.3.6 of the Sanilac Township Water Ordinance allows Sanilac Township to charge for Water service at any property not otherwise provided for in the ordinance. An example of such use is: the filling of a swimming pool by a water hauler. The rate for such a service is \$100.00 for each hour the hydrant is used, plus the current commodity rate in place x the amount of water used.

Additional charges may be applied for any additional cost that may be assessed to Sanilac Township by the Village of Lexington for water usage.
CARRIED.

Motion by Lyall, seconded by Noelke, to enter into closed session at 7:57 P.M. to discuss employee contracts. Roll Call Vote: Kelly – yes; Moran-yes; Lyall-yes; Noelke-yes; Shagena-yes. CARRIED.

SANILAC TOWNSHIP BOARD
REGULAR MEETING
Thursday, June 9, 2022
6:00 P.M.

Motion by Noelke, seconded by Kelly, to come out of closed session at 9:00 P.M. CARRIED.

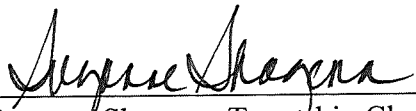
Motion by Shagena, seconded by Moran, to offer an Employment Contract to Kurtis Steeb for the position of Sanilac Township Zoning Administrator, for the period of one year commencing July 1, 2022, with a performance review in six months. Roll Call Vote: Kelly; yes, Moran; yes, Lyall; yes, Shagena; yes, Noelke; abstained. CARRIED.

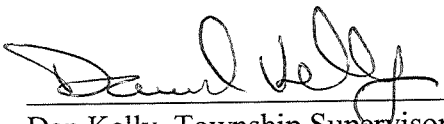
Trustee Lyall notified the board that effective immediately, he would be stepping down as Deputy Water Administrator. Motion by Lyall, seconded by Moran, that Supervisor, Dan Kelly take over the duties of Deputy Water Administrator with a salary of \$100.00/monthly/\$1200.00 annually. Roll Call Vote: Noelke; yes, Moran; yes, Lyall; yes, Shagena; yes, Kelly; abstained.

OTHER: None.

CORRESPONDENCE: None.

Motion by Noelke, seconded by Moran, to adjourn the meeting at 9:22 P.M. CARRIED.


Suzanne Shagena, Township Clerk


Dan Kelly, Township Supervisor