

MINUTES OF REGULAR BOARD MEETING  
Thursday, August 10, 2023

**SANILAC TOWNSHIP**

20 North Ridge Street  
Port Sanilac, MI 48469  
Phone: 810-622-8178

**BOARD MEMBERS**

Daniel Kelly, Supervisor  
Suzanne Shagena, Clerk  
Dru Moran, Treasurer  
Jeffrey Lyall, Trustee  
William Noelke, Trustee

1. OPENING OF MEETING:

Meeting called to order at 6:00 PM by Supervisor Kelly.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL: By Supervisor Kelly

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

ABSENT: None

GUESTS PRESENT: Ken Wimmer, Ray Garrett - Sanilac County Road Commission, Dan Finn, Donald Murdock – Village of Deckerville, Art Schlichting and Mary Simon.

4. AMENDMENTS TO AGENDA: Move 12/a. Renewal and Approval of Assessor's Contract to 13/h. Closed Session.

5. ADOPTION OF AGENDA:

MOVED by Lyall, supported by Noelke to adopt the agenda with the above amendments. MOTION CARRIED.

6. ADOPTION OF CONSENT AGENDA:

- a. Board Minutes of 07/14/23 Special Meeting
- b. Accounts Payable — General Fund and Water Operating Claims.
- c. Payroll of August 10, 2023.
- d. Zoning Administrator's Report.
- e. Planning Commission Minutes – 8/03/2023.

MOVED by Noelke, supported by Shagena to adopt the consent agenda as presented. MOTION CARRIED.

7. COUNTY COMMISSIONER'S REPORT: None

8. APPOINTMENTS: None.

9. CORRESPONDENCE AND INFORMATION:

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- a. Letter dated July 26, 2023 from VPS requesting section numbers for Village Fire and MFR Services.
- b. Notification from Local Community Stabilization Authority of payment shortage for 2023 METRO ROW fees.

10. PUBLIC COMMENTS:

- Dan Finn inquired on the Sanilac County Road Commission's agreement for road improvements on Goetze Road.
- Donald Murdock with the Village of Deckerville expressed concern that people were under the impression that the Deckerville Fire Department had some involvement with the dissolution of SEFA due to meetings with Forester Township prior to Forster Township's withdrawal from SEFA.
- Mary Simon expressed concerns over the dissolution of SEFA and would like to see the Village of Port Sanilac remain in SEFA with Sanilac Township.

11. REPORTS:

- a. TREASURER. Report to be filed.
- b. WATER OPERATING: Report to be filed.

MOVED by Noelke, seconded by Lyall to start the process with Townley Engineering for the Townsend Road Waterline Installation Project. MOTION CARRIED.

MOVED by Noelke, seconded by Lyall to approve Weiss Excavating and Delude Construction to complete the installation of water main taps for the Purdon and Busdicker properties upon providing Sanilac Township Certificates of Liability Insurance. MOTION CARRIED.

- c. SEFA: Report to be filed.
- d. ASSESSOR: Report to be filed.

MOVED by Shagena, supported by Moran to approve the reports as presented. MOTION CARRIED.

12. UNFINISHED BUSINESS: None.

13. NEW BUSINESS:

- a. PROFESSIONAL SERVICES AGREEMENT WITH WADE TRIM

MOVED by Noelke, supported by Lyall to approve the Professional Services Agreement with Wade Trim for Short Term Rentals. MOTIO CARRIED.

- b. PAYMENT FOR PLANNING COMMISSION SUB COMMITTEE MEETINGS

MOVED by Noelke, supported by Moran to approve meeting fees for Planning Commission Sub Committee meetings at a rate of \$30.00 per meeting. MOTION CARRIED.

- c. CULVERT REPLACEMENT AGREEMENT WITH SCRC FOR RIDGE RD NORTH OF HYDE RD

- d. CULVERT REPLACEMENT AGREEMENT WITH SCRC FOR GOETZE RD NORTH OF TOWNSEND RD

MOVED by Noelke, seconded by Shagena to approved the Culvert Replacement Agreements with the SCRC for Ridge Rd north of Hyde Rd, and for Goetze Rd north of Townsend Rd. MOTION CARRIED.

- e. ROAD RESURFACING AGREEMENT WITH SCRC FOR GOETZE RD NORTH OF M-46

MOVED by Noelke, seconded by Moran to approve the Road Resurfacing Agreement with the SCRC for Goetze Rd north of M-46. MOTION CARRIED.

- f. ESTIMATE FROM KINCAID ELECTRIC FOR INSTALLATION OF AUTOMATIC STANDBY GENERATOR

MOVED by Shagena, supported by Lyall to approve the estimate from Kincaid Electric for the installation of an automatic standby generator at a cost of \$7250.00 and additional add-ons of a brown out relay

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and 80KA surge protector at a cost of \$360.00 for a total cost of \$7610.00. MOTION CARRIED.

g. DISCUSSION ON SCHEDULING A TOWNHALL MEETING FOR FIRE AND MFR PLANS

MOVED by Lyall, seconded by Moran to schedule a Special Town Hall Meeting to discuss Fire coverage and Medical First Responder services with said Town Hall meeting to be held on either Wednesday, August 23<sup>rd</sup>, 2023 or Thursday, August 24<sup>th</sup>, 2023 at 6:30 PM, (date dependent on venue availability) at the St. Mary's Parish Center. MOTION CARRIED.

h. CLOSED SESSION TO REVIEW WATER AND ASSESSOR CONTRACTS

MOVED by Noelke, supported by Lyall to enter into closed session at 7:50 PM to discuss water and Assessor's contracts. ROLL CALL VOTE: LYALL; yes, SHAGENA; yes, NOELKE; yes, KELLY; yes, MORAN; yes. MOTION CARRIED.

MOVED by Noelke, supported by Lyall to come out of closed session at 8:40 PM. MOTION CARRIED.

RENEWAL AND APPROVAL OF ASSESSOR' SERVICE CONTRACT

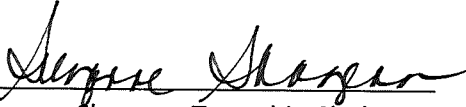
MOVED by Noelke, supported by Kelly to approve the renewal of a one-year Service Contract with Sanilac Appraisers for township assessing services. MOTION CARRIED.

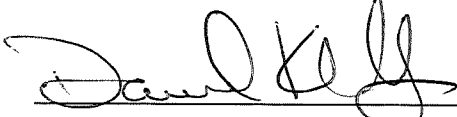
14. OTHER BUSINESS:

MOVED by Noelke, supported by Lyall to levy 1 mill for the 2023 Tax Rate Request for the Emergency Services Millage to be collected on the winter tax bill starting December, 2023. MOTION CARRIED.

15. ADJOURN MEETING:

MOVED by Kelly, supported by Shagena to adjourn at 8:56 PM. MOTION CARRIED.

  
Suzanne Shagena, Township Clerk

  
Dan Kelly, Township Supervisor