

MINUTES OF REGULAR BOARD MEETING  
Thursday, September 14, 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 6:04 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:** County Commissioner Bill Sarkella, Ken Wimmer, Ray Garrett - Sanilac County Road Commission, Dan Finn, Dawn and Martin Malek, Art Schlichting and John Goike.

4. **AMENDMENTS TO AGENDA:** Add 10/b. Ray Garrett, Sanilac County Road Commission, move 15/g. Closed Session to 15/i., add Electrical Estimates to 15/g., add 15/h. SEFA – Next Steps, add Assessors Contract to 15/i.

5. **ADOPTION OF AGENDA:**

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

6. **CONSENT AGENDA:**

- a. Board Minutes of 08/10/23 Regular Meeting.
- b. Board minutes of 08/23/23 Special Townhall Meeting
- c. Accounts Payable — General Fund and Water Operating Bills.
- d. Payroll of September 14, 2023.
- e. Zoning Administrator's Report.
- f. Planning Commission Minutes – 09/07/2023.

7. **APPROVAL OF CONSENT AGENDA:**

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

8. **RESOLUTION OF RECOGNITION FOR DAWN MALEK:**

Supervisor Kelly presented the following Resolution of Recognition for board approval:

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A Resolution of the Township of Sanilac Board of Trustees recognizing Dawn Malek for her commitment and dedication to the Sanilac County Historic Village and Museum.

**WHEREAS**, Dawn Malek has devoted her time and expertise to serving the Sanilac County Historic Village and Museum as its Director/Administrator for the last six years;

**WHEREAS**, Dawn was hired as the museum's director on September 8, 2017, and held that position from 2017 to August 31, 2023;

**WHEREAS**, Dawn's experience in business, marketing and event planning has proven to be instrumental in transforming the museum and its grounds;

**WHEREAS**, under Dawn's leadership, the metamorphosis of the museum is profound. Her truly innovated events, showcasing all the museum has to offer, has contributed to this historic institution being financially viable and thriving;

**WHEREAS**, Dawn's ability to connect with people has sparked a renewal in museum volunteerism as well as a commitment to preserving local community history;

**WHEREAS**, Dawn's sponsored fundraising events have created a unique place for socialization and have provided people opportunities to gather at the historic village and take in all it has to offer. Her creative and diverse range of events include Paczki, Day, bourbon tastings, farmers markets, musical performances, historic home dinners, and tea parties just to name a few;

**WHEREAS**, because of her networking and fundraising skills, she secured funding through the Sanilac Community Foundation's "Give Where You Live" campaign to purchase items for hosting outdoor functions. She has also raised matching funds in order to bring the WWII U.S. Army Pullman Troop Kitchen car to its new home on the historic village grounds. Most recently she was instrumental in preserving the historic Bark Shanty House and having it moved to the grounds. Her vision for the house is that it operates as a bed and breakfast, which will also be an ongoing income source for the museum;

**WHEREAS**, the members of the Sanilac Township Board are extremely grateful for Dawn's leadership and dedication to the Sanilac County Historic Village and Museum;

**WHEREAS**, the Sanilac Township Board seeks to publicly recognize Dawn's commitment, resolve, and invaluable contributions to the Sanilac County Historic Village and Museum as well as the residents of Sanilac Township;

**WHEREAS**, the Sanilac Township Board would like to extend congratulations and recognize Dawn on being chosen by the Historical Society of Michigan as its 2023 State History Award for Distinguished Professional Service;

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**THEREFORE, BE IT RESOLVED**, that The Sanilac Township Board acknowledges and extends its gratitude to Dawn Malek for her distinguished service and lasting contributions to the Sanilac County Historic Village and Museum and the surrounding community.

BE IT FURTHER RESOLVED, that this Resolution be spread upon the official records of the Township of Sanilac and that on behalf of the citizens of Sanilac Township we thank you.

Roll Call: KELLY; yes, LYALL; yes, NOELKE; yes, MORAN; yes, SHAGENA; yes.

On this 14<sup>th</sup> day of September, 2023, the Township Supervisor declares this Resolution approved and adopted this day.

9. APPOINTMENTS: None.

10. COUNTY UPDATES:

- a. County Commissioner Sarkella provided updates at the county level.
- b. Ray Garrett, Sanilac County Road Commission Foreman provided updates on township gravel patching and fall brining.

11. PUBLIC COMMENTS:

- Ken Wimmer voiced concerns of the time factor pending for SEFA's dissolution and entities attempting to maintain SEFA.
- Dan Finn also concerned that not all entities are working for a solution to maintaining SEFA, too much procrastination.

12. CORRESPONDENCE AND INFORMATION:

- a. Information on Early Voting Contract with the Sanilac County Clerk.
- b. The EMC Worker's Compensation Audit has been submitted.

13. REPORTS:

- a. TREASURER. Report read and to be filed.
- b. WATER OPERATING. Report read and to be filed.
- c. SEFA. Report read and to be filed.
- d. Assessor. Report read and to be filed.

MOVED by Shagena, seconded by Lyall to approve the reports as presented. MOTION CARRIED.

14. UNFINISHED BUSINESS: None.

15. NEW BUSINESS:

- a. ESTIMATE FROM J.B. MASONRY FOR SIDEWALK REMOVAL/INEW INSTALLATION AND TOWNSHIP HALL BRICK REPAIR

MOVED by Noelke, supported by Moran to approve the estimate from J.B. Masonry for sidewalk removal/new installation and township hall brick repair in the amount of \$10,500.00, with costs to be covered with township ARPA funds. MOTION CARRIED.

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- b. CANCEL THE REGULAR MEETING OF OCTOBER 12, 2023 AND SCHEDULE A SPECIAL MEETING IN OCTOBER

MOVED by Noelke, seconded by Shagena to cancel the regular meeting of October 12, 2023, at 6:00 P.M. and schedule a Special Meeting for Thursday, October 5, 2023, at 4:30 P.M. MOTION CARRIED.

- c. POWER WASHING TO EXTERIOR OF TOWNSHIP HALL BY CHAD HOOPER

The board discussed power washing the exterior trim along with painting to the exterior trim and flag pole. Chad Hooper to be contacted for estimate and scheduling for spring of 2024.

- d. REVIEW WATER TAP FEES FOR LEXINGTON TOWNSHIP

The matter was tabled until the October 5<sup>th</sup>, 2023 meeting in order to review contractor and material invoices for actual costs.

- e. REVIEW BOARD OF APPEALS HEARING FEES

The matter was tabled until the October 5<sup>th</sup>, 2023 meeting so actual invoices and costs can be reviewed.

- f. EMC INSURANCE RECOMMENDATIONS FOR TOWNSHIP HALL ROOF

MOTION by Kelly, supported by Noelke to notify EMC that the township has budgeted ARPA funds to be used for replacement of the township hall roof with an expected completion date of September of 2024. MOTION CARRIED.

- g. ELECTRICAL UPGRADE ESTIMATES

The township is still waiting to receive additional electrical upgrade estimates from Kincaid Electric.

- h. SEFA – RE-ESTABLISHMENT AND TOWNSHIP’S NEXT STEPS

MOTION by Lyall, supported by Moran to forward opinions received from the Michigan Township Association regarding the township’s Fire and Emergency Services Millage to the township’s attorney, David Hearsch, for review and legal opinion. MOTION CARRIED.

Supervisor Kelly and Trustee Lyall reported they had a meeting with Don Morath, Coordinator of Public Safety Services for the Village of Port Sanilac, on September 11, 2023, to discuss SEFA options at the Village Council’s request. Public Safety Coordinator Morath advised he was not there to negotiate for the Village and the Village has no trust with the township from years prior.

MOTION by Noelke, supported by Moran to draft a letter to the Village of Port Sanilac in response to the recent meeting with the Coordinator of Public Safety Services, inviting two members of the Village Council, appointed by the Village President, Damien Falcon, and two representatives of the Sanilac Township Board, appointed by Township Supervisor, Dan Kelly, to address maintaining viability of SEFA. MOTION CARRIED.

- i. CLOSED SESSION TO REVIEW WATER, FIRE, AND ASSESSOR SERVICE CONTRACTS

MOVED by Noelke, supported by Shagena to enter into closed session at 8:05 PM to discuss water and fire contracts, and amendments to the Assessor’s Service Contract. ROLL CALL VOTE: LYALL; yes, SHAGENA; yes, NOELKE; yes, KELLY; yes, MORAN; yes. MOTION CARRIED.

MOVED by Noelke, supported by KELLY to come out of closed session at 8:50 PM. MOTION CARRIED.

APPROVAL OF AMENDED ASSESSOR’ SERVICE CONTRACT

MOVED by Kelly, supported by Lyall to approve the amended Service Contract with Sanilac Appraisers for township assessing services. MOTION CARRIED.

16. OTHER BUSINESS: None.

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17. MEETING ADJOURNMENT:

MOVED by Noelke, supported by Kelly to adjourn at 8:55 PM. MOTION CARRIED.

  
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Suzanne Shagena, Township Clerk

  
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Dan Kelly, Township Supervisor