

MINUTES OF SPECIAL BOARD MEETING
Thursday, October 5, 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 4:30 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, John Goike, Doug Moran and Doug Sweet.

4. AMENDMENTS TO AGENDA: Add 8/a. SEFA Board Meeting Alternate, add 12/f. Road Work Update.

5. ADOPTION OF AGENDA:

MOVED by NOELKE, supported by MORAN to adopt the agenda with the above amendments. MOTION CARRIED.

6. CONSENT AGENDA:

- a. Board Minutes of 09/14/23 Regular Meeting.
- b. Accounts Payable — General Fund and Water Operating Bills.

7. APPROVAL OF CONSENT AGENDA:

MOVED by SHAGENA, supported by NOELKE to adopt the consent agenda as presented. MOTION CARRIED.

8. APPOINTMENTS:

- a. APPOINTMENT OF SANILAC TOWNSHIP SEFA BOARD MEMBER ALTERNATE

MOVED by KELLY, supported by LYALL to appoint Doug Shagena as the permanent alternate Sanilac Township SEFA Board Member until July of 2024. ROLL CALL VOTE: LYALL; yes, NOELKE; yes, KELLY; yes, MORAN; yes, SHAGENA; abstained. MOTION CARRIED.

9. COUNTY UPDATES:

- a. County Commissioner Sarkella provided updates at the county level.

10. PUBLIC COMMENTS: None.

MINUTES OF SPECIAL BOARD MEETING

Thursday, October 5, 2023

11. CORRESPONDENCE AND INFORMATION: None.

12. REPORTS:

- a. ZONING ADMINISTRATOR. Report reviewed and to be filed.
- b. TREASURER. Report read and to be filed.
- c. WATER OPERATING. Report read and to be filed.
 - Water Administrator Noelke requested the board have a replacement in place by February so that he can work with the new Water Administrator.
- d. SEFA. Report read and to be filed.
- e. ASSESSOR. Report read and to be filed.

One Land Division application was presented for approval for Larry Hoxie located at 5312 Snover Road, Carsonville. Request to split off 29.75 acres located to the rear of the parent parcel to be sold to Doug Sweet for agricultural use. MOVED by NOELKE, supported by LYALL to table approving the land division request until the November meeting in order for the Assessor, Zoning Administrator, Supervisor and Doug Sweet to meet and review the parcel meeting zoning ordinance requirements. MOTION CARRIED.

- f. ROAD WORK UPDATE: Gravel patching throughout the township has been completed over the last two weeks and brine has been ordered and will be applied starting the week of October 9th, 2023.

MOVED by SHAGENA, seconded by MORAN to approve the reports as presented. MOTION CARRIED.

13. UNFINISHED BUSINESS:

- a. REVIEW BOARD OF APPEALS HEARING FEES

The board reviewed the recent fees incurred for a Zoning Board of Appeals Hearing. The current fee that the township charges for a Zoning Board of Appeals Hearing covers the costs incurred. No changes to the Board of Appeals Hearing Fee are needed at this time.

- b. REVIEW WATER TAP IN FEES FOR LEXINGTON TOWNSHIP

The board reviewed recent invoices for water tap installations along with water contract fees charged to new water customers. A final decision on changing the tap in fees was tabled until estimates for potential upcoming projects have been submitted and reviewed by the board.

14. NEW BUSINESS:

- a. ELECTION SERVICES AGREEMENT WITH THE COUNTY OF SANILAC

MOVED by SHAGENA, supported by LYALL to approve the Election Services Agreement with the County of Sanilac and authorize the Sanilac Township Clerk to execute the agreement. MOTION CARRIED.

- b. PRICE QUOTE FROM ELECTION SOURCE FOR THE PURCHASE OF 1 ICX VOTING SYSTEM AND PRINTER

MOVED by NOELKE, seconded by MORAN to approve the purchase of one ICX Voting System and Printer from Election Source at a cost of \$5552.50 to be paid from the General Fund Account Number 101-262-751.000 (Election Supplies). MOTION CARRIED.

- c. TRANSFER AND PURCHASE OF MXU ORDER BY VILLAGE OF LEXINGTON FROM ETNA

MOTION by NOELKE, supported by SHAGENA to approve transferring the Village of Lexington's order for 54 MXU units from Etna and purchasing said order at a cost of \$10,530.00 to be paid from the Water Operating Account Number 591-101-802.000 (Professional Services). MOTION CARRIED.

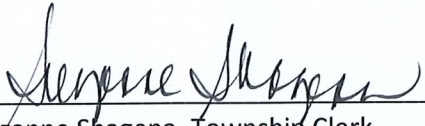
15. OTHER BUSINESS: None.

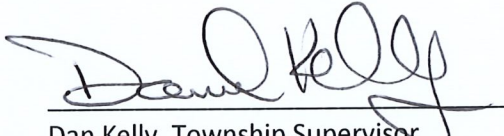
16. MEETING ADJOURNMENT:

MINUTES OF SPECIAL BOARD MEETING

Thursday, October 5, 2023

MOVED by NOELKE, supported by MORAN to adjourn at 5:33 PM. MOTION CARRIED.


Suzanne Shagena, Township Clerk


Dan Kelly, Township Supervisor