

MINUTES OF REGULAR BOARD MEETING

Thursday, November 9, 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: County Commissioner Bill Sarkella, Art Schlichting, Doug Sweet, Sue Guigar, Ken Wimmer and Dan Finn.

4. AMENDMENTS TO AGENDA: Add 14/e. Amendments to SEFA Articles of Incorporation.

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 10/5/23 Special Meeting.
- b. Accounts Payable — General Fund and Water Operating Bills.
- c. October and November Payroll
- d. Zoning Administrator's Report
- e. Treasurer's Report

7. APPROVAL OF CONSENT AGENDA:

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

8. APPOINTMENT WITH TOWNSHIP BOARD:

- a. SUE GUIGAR- DOGS RUNNING LOOSE KILLING LIVESTOCK

Ms. Guigar appeared before the board to discuss livestock that was killed by dogs running loose in June of 2023. Ms. Guigar left each board member a packet providing the details of what took place along with Michigan laws pertaining to dog licensing and reimbursement for damages. The board will review these materials and meet with Ms. Guigar at the December 14, 2023, township meeting.

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9. COUNTY UPDATES:

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

10. PUBLIC COMMENTS: None.

11. CORRESPONDENCE AND INFORMATION:

- a. NOTICE OF INTENT TO RENEW CABLE TELEVISION FRANCHISE – COMCAST

Comcast's current franchise agreement is good through September 26, 2026. Should there be a change in the State law, Comcast is providing notification they will move to renew the cable franchise service with Sanilac Township. Letter read and to be filed.

12. REPORTS:

- a. PLANNING COMMISSION MINUTES OF 11/02/2023.
- 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 MORAN to approve the reports as presented. MOTION CARRIED.

13. UNFINISHED BUSINESS:

- a. LAND DIVISION REQUEST – LARRY HOXIE/DOUG SWEET

The Land Division application and Grant of Driveway Easement 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 KELLY to approve the land division as presented. MOTION CARRIED.

- b. TOWNSEND ROAD WATER PROJECT

The board reviewed preliminary estimates for the project. MOVED by NOELKE, seconded by LYALL to approve and authorize the township's Construction Engineer, Chris Townley, to prepare bid packages for the installation of a 4" Water Main and a 6" Water Main on Townsend Road. MOTION CARRIED.

14. NEW BUSINESS:

- a. 2023-2024 PARKS & REC INVOICE FROM THE VILLAGE OF PORT SANILAC

The matter was tabled until the new Park's & Rec Director can present the 2023-2024 Contract.

- b. APPROVAL OF 2024 TOWNSHIP BOARD MEETING DATES

MOVED by NOELKE, seconded by KELLY to approve the 2024 Township Board Meeting dates as presented. MOTION CARRIED.

- c. REQUEST TO POST INFORMATIONAL PAGE FOR THE PORT SANILAC AREA BUSINESS ASSOCIATION ON TOWNSHIP WEBSITE

MOTION by NOELKE, supported by LYALL to approve posting Sanilac District Library's web link for information on the Port Sanilac Area Business Association. MOTION CARRIED.

- d. CLOSED SESSION – Not required.

- e. SEFA ARTICLES OF INCORPORATION AMENDMENTS

The board discussed changes and amendments that would need to be made to SEFA'S Articles of Incorporation to move forward with SEFA being a two-entity corporation. MOVED by NOELKE, seconded by MORAN to approve Township Supervisor Dan Kelly to schedule a meeting with the Village of Port Sanilac's President along with attorneys for both parties to work on amendments and changes to SEFA'S Articles of Incorporation. MOTION CARRIED.

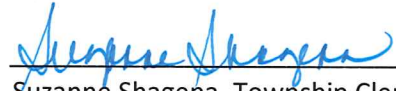
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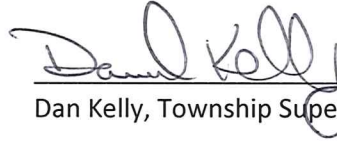
15. OTHER BUSINESS: None.

16. MEETING ADJOURNMENT:

MOVED by NOELKE, supported by SHAGENA to adjourn at 7:30 PM. MOTION CARRIED.



Suzanne Shagena, Township Clerk



Dan Kelly, Township Supervisor