

MINUTES OF REGULAR BOARD MEETING

Thursday, September 12, 2024

**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  
Jeffery Lyall, Trustee  
William Noelke, Trustee

1. OPENING OF MEETING: Meeting called to order at 6:02 PM by Supervisor, Dan 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: Dan Finn, John Goike, Robert Dear, William Sarkella, Joseph Donnelly and Wanda Hughes.

4. ADDITIONS, CORRECTIONS TO AGENDA: None.
5. ADOPTION OF AGENDA:  
MOVED by SHAGENA, supported by LYALL to adopt the agenda as presented. CARRIED.
6. CONSENT AGENDA:
  - a. Board Minutes of 08/15/2024 Special Meeting.
  - b. Accounts Payable — General Fund and Water Operating Bills.
  - c. September Payroll.
  - d. Zoning Administrator's Report.
  - e. Planning Commission Minutes of 8/21/24 Minutes.
7. APPROVAL OF CONSENT AGENDA:  
MOVED by LYALL, supported by NOELKE to adopt the consent agenda as presented. CARRIED
8. COUNTY UPDATES: County Commissioner Bill Sarkella. Commissioner Sarkella provided an up-date on current events at the county level.
9. APPOINTMENTS: None.
10. PUBLIC COMMENTS: Wanda Hughs inquired on recent mowing and brine application on Greening Road. Supervisor Kelly reported that the first half mile is maintained by the Village of Port Sanilac and they would have approved that work.

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11. CORRESPONDENCE AND INFORMATION: None

12. REPORTS:

- a. TREASURER: Report reviewed and to be filed.
- b. WATER OPERATING – Report reviewed and to be filed.
- c. SEFA: Report read and to be filed.

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

13. UNFINISHED BUSINESS:

a. TOWNSEND ROAD WATER PROJECT BIDS

MOVED by NOELKE, seconded by LYALL, to approve the low bid received from Great Lakes Directional Boring and Trenching in the amount of \$92,595.00 for the water main extension on Townsend Road and that customer's signing up for water service prior to December 31, 2024 shall be charged a hookup fee of \$14,250.00 and after December 31, 2024 the hookup fee increases to \$18,500.00. CARRIED.

b. PROPOSED NON-ZONING ORDINANCE – SHORT TERM RENTAL LICENSING ORDINANCE

MOVED by NOELKE, seconded by LYALL, to adopt Ordinance #2024-02, the Sanilac Township Short Term Rental Licensing Ordinance. ROLL CALL: KELLY; yes, LYALL; yes, MORAN; yes, NOELKE; yes, SHAGENA; yes. CARRIED.

14. NEW BUSINESS:

a. MASTER PLAN UPDATE – DAN FINN

Dan provided information on the survey results from the recent Master Plan Survey conducted by the Planning Commission. Board members to review and discuss at a later meeting.

b. BUDGET ADJUSTMENT

MOVED by NOELKE, seconded by LYALL to approve the following 2024 budget expenditure adjustments:

TRANSFER \$20,000.00 FROM 101-111-805-000 (Road Maintenance Funds) TO 101-111-806.000 (Fire Retainer Fees) to fund the first SEFA funding agreement. CARRIED.

c. APPROVAL OF THE INSTITUTE FOR RESPONSIVE GOVERNMENT'S "A MORE RESPONSIVE GOVERNMENT 2024 GRANT" AWARD AND AUTHORIZE THE TOWNSHIP CLERK TO EXECUTE THE GRANT AGREEMENT

MOVED by NOELKE, seconded by MORAN to approve the grant award in the amount of \$6000 and authorize the Township Clerk to execute the Grant Agreement from the Institute for Responsive Government. CARRIED.

d. APPROVAL OF THE CENTER FOR TECH AND CIVIC LIFE'S "2024 RURAL AND NONMETRO ELECTION INFRASTRUCTURE GRANT" AWARD AND AUTHORIZE THE TOWNSHIP CLERK TO EXECUTE THE GRANT AGREEMENT

MOVED by KELLY, seconded by NOELKE to approve the grant award in the amount of \$5000 and authorize the Township Clerk to execute the Grant Agreement from the Center for Tech and Civic Life. CARRIED.

e. PRICE QUOTE FROM WADE TRIM FOR WIND TURBINE ORDINANCE RE-WRITE

Motion by NOELKE, seconded by Lyall to table the issue until more information is received from the State. CARRIED.

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f. ADVERTISE FOR SEFA BOARD APPOINTMENT

MOVED by KELLY, seconded LYALL to authorize the clerk to advertise for a township vacancy on the Sanilac East Fire Authority Board. CARRIED.

15. CLOSED SESSION: None.

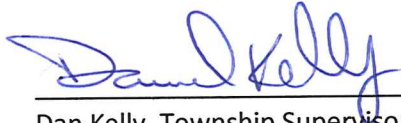
16. OTHER BUSINESS: None.

17. MEETING ADJOURNMENT:

MOVED by NOELKE, supported by LYALL to adjourn at 8:07 PM. CARRIED.



Suzanne Shagena, Township Clerk



Dan Kelly, Township Supervisor