

MINUTES OF REGULAR BOARD MEETING

Thursday, December 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
Tammy Massman, Trustee

1. OPENING OF MEETING: Meeting called to order at 6:00 PM by Supervisor, Dan Kelly.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: By Supervisor Kelly.

PRESENT: Supervisor Dan Kelly, Trustee Jeff Lyall, Trustee Tammy Massman and Clerk Suzanne Shagena.

ABSENT: Treasurer Dru Moran.

GUESTS PRESENT: Joe Donnelly, Art Schlichting, William Noelke and County Commissioner William Sarkella.

4. ADDITIONS, CORRECTIONS TO AGENDA:

New Business:
h. Shelves & Desks

5. ADOPTION OF AGENDA:

MOVED by LYALL, supported by MASSMAN to adopt the amended agenda as presented. CARRIED.

6. CONSENT AGENDA:

- a. Board Minutes of 11/14/2024 Regular Meeting.
- b. Accounts Payable — General Fund and Water Operating Bills.
- c. December Payroll.
- d. Zoning Administrator's Report.
- e. Planning Commission Minutes of 11/20/24 Minutes.

7. APPROVAL OF CONSENT AGENDA:

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

8. COUNTY UPDATES:

County Commissioner William Sarkella provided the board with an update at the county level.

9. PUBLIC COMMENTS: None.

10. CORRESPONDENCE AND INFORMATION: None.

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11. 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.
- d. ASSESSOR – Report read and to be filed.

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

12. UNFINISHED BUSINESS:

- a. SEFA BOARD APPOINTMENT
- b. UPDATED PRICE QUOTES FOR SNOW REMOVAL AT THE TOWNSHIP HALL AND WATER TOWER
MOVED by KELLY, seconded by MASSMAN to award the winter snow removal at the Township Hall and Township Water Tower to Miracle Lawn Care. CARRIED.

13. APPOINTMENTS: None.

14. NEW BUSINESS:

- a. RESOLUTION OF APPRECIATION FOR WILLIAM NOELKE

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

WHEREAS, William H. Noelke, hereafter referred to as Bill, devoted his time and expertise to serving the Township of Sanilac in many capacities and positions of significance over a span of thirty-eight years;

WHEREAS, Bill was appointed by the Sanilac Township Board to the township Zoning Board in October of 1986. He remained on the Zoning Board until June of 1990, and was reappointed in March of 1999;

WHEREAS, Bill was appointed by the Sanilac Township Board to the position of Sanilac Township Supervisor on December 17, 2002, he was then elected to the position of Township Supervisor on November 2, 2004 and held that position through November 20, 2012. In March of 2016, Bill was again, appointed to fill the position of Township Supervisor and remained Township Supervisor until May of 2019;

WHEREAS, on November 3, 2020, Bill was elected to the position of Sanilac Township Trustee and remained in this position until November 20, 2024;

WHEREAS, during his service to the Township of Sanilac, Bill's invaluable insight, commitment and dedication was instrumental in the formation of the Sanilac Township Water Project. Bill remained committed to the Water Project and held the position of Water Administrator until May of 2024;

WHEREAS, Bill's depth of knowledge and unique ability not only to understand, but to explain the implications of the many decisions facing the Township Board have resulted in informed judgement and better policies;

WHEREAS, because of his intellect, fairness, sincerity, sense of humor, and good fellowship, he

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earned the respect and affection of past and current board members and colleagues;

WHEREAS, the Sanilac Township Board seeks to publicly recognize Bill's commitment, dedication, and invaluable contributions to the Township of Sanilac and its residents;

THEREFORE, BE IT RESOLVED, that The Sanilac Township Board of Trustees acknowledges and extends its gratitude to William H. Noelke for his distinguished service to the Sanilac Township Board and his lasting contributions to Sanilac Township. The members of the Board offer their sincere thanks and appreciation for the time he has invested in serving the Township of Sanilac.

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, MASSMAN; YES, SHAGENA; YES. CARRIED.

On this 12th day of December, 2024, the Township Supervisor declares this Resolution approved and adopted this day.

b. 2025 MICHIGAN DEPARTMENT OF TRANSPORTATION PERFORMANCE RESOLUTION
MOVED by MASSMAN, seconded by SHAGENA to approve the 2025 MDOT PERFORMANCE RESOLUTION as presented. ROLL CALL; KELLY; YES, LYALL; YES, MASSMAN; YES, SHAGENA; YES. CARRIED.

c. APPROVAL OF 2025 TOWNSHIP BOARD MEETING DATES
MOVED by MASSMAN, seconded by KELLY to approve the 2025 Township Board Meeting dates as presented. CARRIED.

d. 2024-2025 BUDGET ADJUSTMENTS AND TRANSFERS

The following General Fund Budget amendments were presented for board approval:

REVENUE

Increase:	101-000-676.003	REIMBURSEMENTS	\$10,707.95
Increase:	101-000-677.000	MISCELLANOUS INCOME	\$ 1,000.00

EXPENDITURE TRANSFERS

Increase:	101-111-806.000	FIRE RETAINER FEE	\$91,447.95
Decrease:	101-111-805.000	SANILAC CO ROAD COMM	\$(75,000.00)
Decrease:	101-262-702.000	ELECTION WAGES	\$(4,740.00)

EXPENDITURES

Increase:	101-111-806.000	FIRE RETAINER FEE	\$247,793.21
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MOVED by MASSMAN, seconded by LYALL to approve the 2024-2025 General Fund Budget amendments. CARRIED

e. 2024-2025 PARKS & RECREATION INVOICE FROM VPS

MOVED by KELLY, seconded by LYALL to approve payment of the 2024-2025 Parks & Recreation invoice to the Village of Port Sanilac in the amount of \$2000.00. CARRIED.

f. PRICE QUOTE FROM ELECTION SOURCE FOR THE PURCHASE OF AN ICP2 TABULATOR

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MOVED by MASSMAN, seconded by LYALL to approve the purchase of a ICP2 TABULATOR from Election Source at the cost of \$7,493.00 to be paid from 2024 Election Grant funds. CARRIED.

g. 2025 DUST CONTROL CONTRACT FROM WILKINSON SOLUTIONS

MOVED by KELLY, seconded by MASSMAN to approve the 2025 DUST CONTROL CONTRACT with Wilkinson Solutions. CARRIED.

h. SHELVES AND DESKS

MOVED by SHAGENA seconded by LYALL to approve the purchase of ten 4-Tier Commercial Grade Wire Shelving Units from Menards at a cost of \$39.98 each. CARRIED.

15. CLOSED SESSION: None.


16. OTHER BUSINESS: None.

17. MEETING ADJOURNMENT:

MOVED by MASSMAN, supported by LYALL to adjourn at 7:36 PM. CARRIED.



Suzanne Shagena, Township Clerk



Dan Kelly, Township Supervisor