

MINUTES OF REGULAR BOARD MEETING  
Thursday, February 13, 2025

**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, Treasurer Dru Moran and Clerk Suzanne Shagena.

ABSENT: None.

GUESTS PRESENT: Art Schlichting, Commissioner William Sarkella. John Goike and Joseph Donnelly.

4. ADDITIONS, CORRECTIONS TO AGENDA: None.
5. ADOPTION OF AGENDA:  
MOVED by LYALL supported by SHAGENA to adopt the agenda as presented. CARRIED.
6. CONSENT AGENDA:
  - a. Board Minutes of 01/09/2025 Regular Meeting.
  - b. Accounts Payable — General Fund and Water Operating Bills.
  - c. February Payroll.
  - d. Zoning Administrator's Report.
  - e. Planning Commission Minutes of 01/15/25 Minutes.
7. APPROVAL OF CONSENT AGENDA:  
MOVED by MASSMAN, supported by LYALL to adopt the consent agenda as presented. CARRIED.
8. COUNTY UPDATES: County Commissioner Sarkella provided updates at the county level.
9. PUBLIC COMMENTS: None.
10. CORRESPONDENCE AND INFORMATION: None.
11. REPORTS:
  - a. TREASURER - Report reviewed and to be filed.
  - b. WATER OPERATING – Oral report given.

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- c. SEFA – Report reviewed and to be filed.
  - d. ASSESSOR – Report read and to be filed.
- MOVED by SHAGENA, seconded by MORAN to approve the reports as presented. CARRIED.

12. APPOINTMENTS: None.

13. UNFINISHED BUSINESS: None.

14. NEW BUSINESS:

- a. DISCUSSION ON SHORT TERM RENTALS AND A SHORT-TERM RENTAL ADMINISTRATOR. REVIEWED WITH NO ACTION TAKEN – TABLED UNTIL MARCH MEETING.
- b. DISCUSSION ON DESIGNATING THE TOWNSHIP HALL AS A WEATHER EMERGENCY SHELTER REVIEWED WITH NO ACTION TAKEN – TABLED UNTIL MARCH MEETING.
- c. VILLAGE OF PORT SANILAC PAYMENT FOR TAP IN FEES TO THE TOWNSHP WATER LINE – To date, no monies have been received from the Village.
- d. 2024- 2025 BUDGE REVIEW. NO BUDGET ADJUSTMENTS NECESSARY AT THIS TIME.
- e. 2025 PRICING FROM MTH LANDSCAPING FOR MOWING SERVICES. REVIEWED WITH NO ACTION TAKEN – TABLED UNTIL MARCH MEETING TO DISCUSS TAKING BIDS.

15. CLOSED SESSION: None.

16. OTHER BUSINESS: None.

17. MEETING ADJOURNMENT:

MOVED by MASSMAN, supported by SHAGENA to adjourn at 7:14 PM. CARRIED.

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Suzanne Shagena, Township Clerk

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Dan Kelly, Township Supervisor