

Kenockee Township Board of Trustees Meeting

November 9, 2021

Meeting was called to order at 7:00 p.m.

Roll Call was conducted with all five board members present.

Supervisor Molesworth led the meeting with the Pledge of Allegiance.

The agenda for this meeting was amended with one addition: See fire department spend policy to be added under new business. Motion by Trustee Schieweck to approved the amended agenda 2nd by Clerk Hill. Motion passed 5-0.

Draft of the October 12th 2021 meeting minutes were presented. Treasurer Shappee requested to clarify in the minutes and let it be noted, that a discussion regarding a new pressure washer purchased, by the fire department took place.

Motion to approve Amended October 12th, 2021 was made by Clerk Hill 2nd by Treasurer Shappee. Motion passed 5-0

Guest speaker Ken Cummins from Tri Hospital EMS presented board members with a power point presentation along with discussion regarding Tri Hospital EMS funding problems. Mr. Cummins was present to ask board members for support to help with this problem in one of two options:

Option 1: Each Municipality to provide a subsidy to Tri Hospital EMS who does not pay for their services.

Kenockee Township has a contract with Tri Hospital Ems however, does not pay for services.

Option 2: To help support a county wide dedicated mileage to raise funds for ambulance services.

Ambulance service is not considered an essential service in the state of Michigan by law. Current revenues that support (Insurance, Medicare, Private Pay) the ambulance industry has not risen along with the cost of labor and other expenditures. Mr. Cummins stated that Tri Hospital EMS is expected to lose \$500,000.00 in 2021 and \$1,000,000.00 in 2022. Mr. Cummins stated that previous townships stated that they couldn't afford a subsidy to help Tri Hospital EMS. Mr. Cummins stated, that he was requesting the Kenockee township board to write a letter to the Board of Commissioners in support of a 4-year mileage. This mileage would be a county wide ballot initiative to get the EMS mileage implemented. Example of what Tri Hospital is looking for the mileage per year of \$250,000.00 /\$500,000.00 a resident within St. Clair

County with an assessed home value of \$200,000.00 would be looking at a \$26.00/\$52.00 tax increase per year for the ambulance services if the mileage should pass.

Mr. Cummins stated, that should a mileage not pass, Tri Hospital EMS would be out of business by 2023. Tri Hospital EMS is a non-profit organization owned by: 1/3 Trinity Health, 1/3 McClaren Hospital and 1/3 Accession Health. Tri Hospital is not a department of the hospitals but a separate entity.

Treasurer's Report: given by Treasurer Shappee. The township has received the first ½ of \$254,554 grant money from the American Rescue Plan Act. (ARPA). \$127,277.00 received. The township board is looking into the categories to use this money. Some things that the township hopes to do with the funds is to possibly fixing the sidewalks in town, install a restroom at the park, install a 2nd Warning siren in town, along with other infrastructure things to be improved and updated.

Township Bank Accounts:

General Fund Balance: \$230,567.15

Parks and Recreation Balance: \$25,133.24

Fire Department Balance: \$86,875.56

Building Fund: \$18,732.78

Shappee stated that some of the building fund money does come back to the general fund, she will contact Jim Golembiewski and get an updated report.

Treasurer Shappee commended Trustee Schieweck on the park growth.

Treasurer Shappee stated that the bills for website and software updates were not included. The dollars amounts were not added due to the fact that they are coming from the ARPA Grant. For audit purposes, Supervisor Molesworth would like to see it in writing that these items are definitely considered under the infrastructure per the grant.

Assessor's Report: given by Heather Stewart. Board of Review will be held on Tuesday, 12/14/21 at 9:00 a.m. During the State Tax Commission summit, it was pointed out that one of the key things that are failing during an audit was that Poverty Exemption guidelines were missing an actual dollar amount under the assets that resident's applying can not exceed. Kenockee township currently does not have an amount at this time. This excludes the resident's homes. The township can decide if all assets must have paperwork in order for the resident to prove their value. Township board sets the test. Township Board has the ability to decide all assets must have paperwork presented. (Title, bank statements, etc.). The Board has the right to set the boundaries of what the resident must provide in proof the value of their assets. Shappee asks, so we can put in there that we use current retail blue book value. Yes, you can decide how to determine assets. But remember the Board of Review has to be able to

get the information the Board is requesting or the applicant is required to provide it to the Board of Review. The Township Board has to decide how we would like it set up. Ms. Stewart recommends that the Board start working on the asset test soon, due to in January the application, affidavit and resolution will be done for the year 2022.

Motion made by Treasurer Shappee to set the Poverty asset limit to \$50,000.00 2nd by Trustee Schieweck. Roll Call J/Y, T/Y, P/Y, B/Y, G/Y. Motion passed 5-0 Resolution 21-01 Amendment.

Fire Department Report: None

Planning Commission: Supervisor Molesworth advised that The Board has received a resignation letter from Jimmie Meade. He has agreed to complete his term until 12/31/2021. Harry Wishon has resigned his position with the planning commission effective immediately. The Planning Commission now has 3 positions available to fill with the passing of Kevin Kahl.

Supervisor Molesworth asked that a motion be made, to place an ad in the Yale Expositor asking people serve on the planning commission. Motion made by Clerk Hill 2nd by Trustee Schieweck Motion Passed 5-0.

Planning Commission is asking the Board for a Motion to start the process in order to determine if we would have the side setbacks agricultural district return to 25ft. Residents are having issues with how their property lines are established with where they are able to build on their land. They would start the process for text amendment, which is writing up the text amendment, publishing a notice to the public and a public review and based upon the public review it will be determined if the setback will be changed.

Motion made by Treasurer Shappee to start the process to determine if the property setbacks should be returned to 25ft. 2nd by Trustee Hawks. Motion Passed 5-0

Zoning Compliance & Enforcement Report: Supervisor Molesworth inquired if office manager Kelli has decided to become notarized. Trustee Schieweck inquired why if township pays for the fire department trainings. Why can't the township cover the expense of the notary cost? Treasurer Shappee stated, that the problem is that if Kelli should assist the resident in filling out the documentation than she can no longer notarize the document. Treasurer Shappee inquired do we really need to have a notarized document or can the form be changed to just a verification by Kelli of a driver's license and signature other than an Affidavit? Clerk Hill asked, Enforcement office Charles Peace I understand the reason behind the affidavit due to taking the person to court. Is there another way to handle this situation? Charles Peace stated, that he didn't see why we couldn't use a driver's license and signature. Jim Muldoon stated, that it could be a problem of personal information on a public document.

Affidavit has been tabled until the December board meeting to research other ways to implement this process. Board will be checking with MTA for recommendations and other townships to see how they are handling the process.

Zoning Compliance officer Charles Peace spoke on the violation process.

Charles Peace spoke on the steps of processing a violation to a resident. He stated, that We currently have 3 certified letters that have not been accepted by the resident. I am asking permission from the board that after 30 days with no response from the resident to issue a ticket and get the resident into court. The clerk at the Court will mail the resident their ticket directly from the clerk's office. The Board of Trustees agree with Officer Peace as long as the procedures are being followed.

ZBA Report: Vacancy available. This position will be filled by the planning commission member.

Parks and Recreation Report: Trustee Schieweck stated he received only 1 Snow removal bid for township snow removal. Board has decided to place on line requests for bids and table the decision until the December meeting to obtain more than 1 bid.

Trustee Schieweck inquired if he could start obtaining bids to build the parks restroom. He was advised by Supervisor Molesworth to wait at this time. Supervisor Molesworth stated that we need to start obtaining bids on the restroom and sidewalks early next year and decide if we want an engineering firm to inspect first.

Pete Walter's commended Joshua and Dayna Schieweck with the new sports program. Yale Jr Varsity won the championship.

Joshua stated that it was the work of all of the Parks members.

Roads and Bridges Report: Supervisor Molesworth advised that the township application for the large culvert replacement program was denied by the county. The township did receive the local funding grant for \$50,000.00.

Resident addressed a complaint that Mericle road has become a wash out and was hoping that the board could address the issue with the County Road to see if they can fix the problem. He stated that the way that the county road has been grading is causing an issue. Resident stated that the county road has been cutting down the edges of the road in order for water runoff, however, the problem in many places is that the ditches are not able to take on the water and need work done to fix this problem. Resident Coletta Vesper stated that the roads entering the Avoca school are a mess with pot holes due to the traffic volume. Trustee Hawks stated that the township has several areas that are problem areas at this time. He will discuss the problems further with the county road. He stated that the county road has new drivers that they are training and hopes the training will help with grading issues. Trustee Hawks discussed the need to drive around the township to assess the problem areas to be addressed. He stated, he would pass along the issue to Todd Birtch at the county. Remaining money needed to be spent is \$4300.00 Trustee Hawks will be discussing this with the county.

Old Business:

Supervisor Molesworth asked if some of the items listed under the old business could be removed from the agenda.

American Rescue Plan: Treasurer Shappee stated an update was presented during her report and can be removed.

BSA update: Treasurer Shappee stated that we are in the final stages of the software implementation. Clerk Hill and I start training on the new software in December. Software is due to go live at the end of December. She stated this too can be removed.

MERS update: Treasurer Shappee stated that MERS is all set and being rolled over so this too can be removed.

STD update: Treasurer Shappee state that the website is currently being built.

Sandy Fuller update regarding records being returned to township: Clerk Hill advised that the computer given to the township from the State of Michigan HAVA (Elections) was returned to the office today.

Trustee Hawks advised that he spoke with Sandy Fuller and was advised that we could come to his home and retrieve the documents that he has stored on behalf of the township. He also stated, that the property next to the fire hall where the diesel tank is located, that Sandy Fuller stated he is willing to give the property to the township if we provide the proper paperwork from an attorney and outstanding property taxes settled then he will sign it over.

Trustee Schieweck stated he would like Sandy Fuller's name be added to the recognition board. Treasurer Shappee stated that all of the members resigning or no longer with the township should be added to the board for their services. Supervisor Molesworth listed Jimmie Meade, Kevin Kahl, Harry Wishon, Sandy Fuller should be added. Treasurer Shappee stated that we should personally invite them all by letter to the next board meeting in December and have a cake as a thank you for their service. Pete Walters will be obtaining the new tags for the recognition board. Treasurer Shappee stated that she would purchase the cake.

Motion was made by Treasurer Shappee to give Pete Walters permission to obtain the new plaque markers, 2nd by Trustee Schieweck. Motion Passed 5-0

Motion made by Treasurer Shappee to add Robert Mielke to the plaque along with the others, 2nd by Trustee Schieweck. Motion Passed 4-0.

Clerk Hill advised that Sandy's name was listed on it. Pete Walters will be purchasing the remaining 4 markers instead of 5.

New Business:

Township Budget: has been tabled to gather more paperwork.

Fire Department Spending Policy: Treasurer Shappee stated that no one can seem to find the policy where the fire department can spend up to \$3000.00 without board approval. She asked if it was a verbal policy? She stated that she believed it should be a written policy on what is allowed for the fire department to spend without prior Board approval. Resident stated, that it was an emergency policy and believed it was a \$2500.00. Supervisor Molesworth stated that it was not a written policy but was in the minutes. Per Trustee Hawks stated that he believed it was decided when the township held their board meeting during covid at the fire hall that it should be in those minutes.

Treasurer Shappee stated she would like to make a motion to change the verbiage to the fireman spend policy to be \$2500.00 for emergency purposes only.

Trustee Hawks asked a question regarding the fireman's fundraising money. "Where does that money go". He was advised by Treasurer Shappee that it goes to the Fireman's Fund. Treasurer Shappee asks Supervisor Molesworth to follow-up on the status of the fireman's Fund at the Fire Committee meeting.

Supervisor Molesworth tabled the Fire Department Spending issue until December meeting when the Fire Chief is present.

Approval of Bills as presented:

Township: Payroll \$12,492.72

Fire Department: \$7,117.18

Parks and Rec's: \$3,873.95

Township Board Members agreed to pay St. Clair County Roads \$38,000.00 towards the township bill.

A Motion to pay Monthly bills as presented was made by Treasurer Shappee 2nd by Trustee Schieweck. Roll Call J/Y, T/Y, P/Y, B/Y, G/Y. Motion Passed 5-0.

Correspondents: Michigan Planner, Township Focus, Government Technology, Pipe Safety, and Meeting for Michigan Public Service Commission for DTE. Wednesday December 17, 2021.

Comments from the Floor. Mike Francek would like a copy of bills and deposits for the Parks. He was advised to get his copies from the Parks Chairperson or he could make a copy of them at the monthly meetings. He would like the bill roster presented by the board to be like the previous ones. We agreed to return to that form for easier reading.

Motion made by Treasurer Shappee to adjourn meeting at 9:08 p.m. 2nd by Trustee Schieweck.

Meeting Adjourned.

Minutes prepared by: Clerk Hill

