

Minutes

From Board Meeting held Tuesday, September 14, 2021

1. Meeting was called to order at 7:03 p.m.
2. Roll call was conducted with four members of the board being present with Clerk Hill absent due to illness.
3. Trustee Schieweck led the meeting in the Pledge of Allegiance.
4. The Agenda for this meeting was approved. Motion by Shappee, 2nd by Schieweck vote passed unanimously 4-0.
5. Draft of the Minutes for the August 10, 2021 meeting were presented. A correction of verbiage in paragraph 1 under "New Business". Draft of the minutes stated "*If someone wishes to address something at an upcoming monthly board meeting, they should submit their request to the office 10 days prior to the meeting.*" This sentence is amended to read, "*If a board or committee member or a Township official wish to address something at an upcoming monthly board meeting, they should submit any relevant documents to the office 10 days prior to the meeting.*" Motion by Schiewek, 2nd by Hawks to approve the minutes as amended with a majority vote of 4-0.
6. Treasurers Report – Treasurer Shappee reported that there was \$92,739.48 in the General Fund and the KFD had \$108,640.35 in their account. There is \$229,065.20 in the Tax Account, Building Fund account has \$18,732.32 and Parks & Rec has \$5,752.75.
7. Assessors Report – Assessor Stewart went over AMAR (Audit of Minimum Assessing Requirements) in fine detail.
8. Fire Department Report. Chief Rottman reported that there were 21 calls in August with 10 medical runs 3 assist runs.
 - a. Chief Rottman presented that Truck #35's transfer case has been fixed and the that the poly tank needs to be fixed as well from a hairline crack.
 - b. A request from Chief Rottman to approve a change order for \$957 to change the new truck chassis to a 2023 International HV607 from the original Kenworth chassis due to Kenworth no longer making the proposed chassis. Motion by Hawks, 2nd by Shappee and motion was approved 4-0.
 - c. Chief Rottman stated that a bid for an electrical upgrade bid will be placed in the Port Huron Times Herald as there wasn't any response from the ad placed in the Yale Expositor.
 - d. The KFD trained at Larry Morden's pond for water extraction.
 - e. Sever weather siren was tabled.
 - f. It was presented to the board that large dead tree was threatening to fall on the Township Fire Hall and needed to be taken down. Motion by Treasurer Shappee to cap the work at \$3,000 to remove the dead tree. Motion 2nd by Trustee Hawks. Role call vote was taken with the motion passing 4-0 (Schiewek, Molesworth, Shappee and Hawks).

- g. There will be a side by side run with a spaghetti dinner afterwards for a fire department fundraiser on October 9th.
9. Planning Commission Report.
- a. There was 1 land split presented and approved.
 - b. Motion by Treasurer Shappee to no longer have the planning commission be involved per the Land Division Act MCL 560.101 which states, *“The review is at the township, village or city (and sometimes county) level. A local official, not a committee or board, is assigned the responsibility to approve or deny proposed land divisions. Most often, it is the local government tax assessor or the zoning administrator.”* Proposed land split will be presented to the assessor and then to the Zoning Administrator for his input. Assessor would then approve or deny said land split based upon their review. Motion was 2nd by Trustee Schieweck and motion was passed with a vote of 4-0.
10. ZBA Report - None
11. Parks and Rec Report
- a. Parks committee with much help from volunteers, replaced the old post and cable system with a wood split rail system on the west boundary of the park and it looks great!
 - b. Park Chairman Schieweck reported that the lawn is being mowed very conservatively to keep costs down as lawnmowers are very hard to find as of this moment.
 - c. Schieweck also presented that the Township also place an ad in the Times Herald for snowplowing the Township parking lot.
12. Roads and Bridges Report –
- a. Supervisor Molesworth presented to participate in the St. Clair County Large Culvert Replacement Program where there is a 50/50 match from SCCRC on a large culvert that needs to be replaced. Molesworth proposed a resolution to fix an unnamed culvert that’s 125 feet west of Greenwood Road on Beard Road with an estimated cost of \$80,000 to be done in 2023. Motion by Treasurer Shappee, 2nd by Trustee Hawks. Motion passed by roll call vote 4-0 with Schieweck, Molesworth, Hawks and Shappee voting to approve.
 - b. Supervisor Molesworth presented to participate in the St. Clair County Local Road Funding Program where there is a 50/50 match from SCCRC on township projects that needs to be upgraded. Molesworth proposed a resolution to present to the Road Commission for \$100,000 with the projects to be determined later. Motion by Treasurer Shappee, 2nd by Trustee Hawks. Motion passed by roll call vote 4-0 with Schieweck, Molesworth, Hawks and Shappee voting to approve.
13. Old Business
- a. American Rescue Plan update – No specific timeline as of yet but expected in early to mid-October.
 - b. BSA update is on schedule.
 - c. MERS update – virtual training is available (and will be used) to help in the implementation of the program.

- d. Updates for employee who doesn't return employment documents and for Sandy Fuller followup to receive township papers and a laptop computer is tabled until the October meeting.
- e. Supervisor Molesworth announced that Yale Public School Superintendent will be present at the October 12th meeting to present for the upcoming millage election.
- f. Kenockee Township letterhead was presented in our packet and it looks great. Motion made by Shappee to approve the letterhead as presented, 2nd by Trustee Hawks. Motion passed by a vote of 4-0.

14. New Business

- a. STG Proposal for Township website was presented and a motion by Trustee Schieweck to approve the gold package for a lump sum of \$2,495. 2nd by Trustee Hawks. Roll call vote was taken and motion passed with Schieweck, Hawks and Shappee approving and Molesworth voting no. Final vote was 3-1.
 - b. Rental properties – no action taken and item will be removed from the agenda.
15. Approval of the bills – Treasurer Shappee presented to the board a total of \$5,196.24 of bills for the KFD, \$15,527.51 of Township bills, \$3,675.03 of Parks and Rec to be paid. Motion by Hawks, 2nd by Shappee to approve the bills as presented. Motion passed by a roll call vote 3-1. (Molesworth, Shappee and Hawks approving, Schieweck voting no).
16. Motion to adjourn was made by Schieweck, 2nd by Hawks at 10:18 and motion passed by 4-0.