

RILEY TOWNSHIP BOARD - REGULAR MEETING

Held on December 7th, 2021 at 7:00 p.m.

Located at 13016 Belle River Road, Riley, Michigan 48041

Call to Order

- Meeting called to order by Supervisor Titus at 7:00 p.m.
- Pledge of Allegiance

Roll Call

Present: Supervisor Al Titus, Clerk Dawn Behem, Treasurer Mike Rushing, Trustee Duane Hagle, Trustee Mark Baranowski

Public Hearing – None Scheduled

Guest Speakers: None

Citizens Wishing to Address the Board: Citizen asked if payment was made to title company for deed search on Tibbets Cemetery. Supervisor replied the title company did not invoice the Township since no results were found and that another title company is currently working on it.

Citizen asked if volunteers were collecting tax money. Supervisor replied contingent employees designated by the Treasurer is allowed to collect tax money that are not volunteer.

Citizen commented an error was in the newsletter that both trustees had the same email address listed.

Approve Regular Meeting AGENDA for December 7th, 2021: Add New Business item # 9 Tax Account. Motion to approve agenda with above addition made by Hagle, seconded by Baranowski. All in favor, motion carried.

Approve Consent Agenda: Motion to approve Consent Agenda for 11/09/21 REGULAR Meeting MINUTES; Treasurer Report, Monthly bills, Payroll checks 1009-1011 / vouchers 450001-450023, Tax checks 2956-2958, Bond refunds BN210004, BP210005, BG210009 and Communications received for Monthly EMS Report, EMS and Transit Report made by Behem, seconded by Titus. Roll Call: Aye-5, Nay-0; Motion carried.

Township News and Announcements: Supervisor will be attending City of St Clair meeting where County Sheriff will be addressing marijuana issues and concerns.

Committee Reports:

Planning Commission: Hagle reported the Medical Marijuana Special Use Application from 10703 Sparling Road was tabled due to residency concerns. Section 905 was sent to the Township Board with recommendation for approval.

Parks and Recreation: Hagle reported a new member has joined the committee, and working on 5-year Recreational Master Plan.

Zoning Board of Appeals: No meeting held.

Ordinance Enforcement: OEO will be following up on the two 30-day notice complaints for compliance and will be meeting with the sheriff's office to review three additional complaints.

Unfinished Business

1. **Generator Estimates:** Discussed cost difference of water cooled over air cooled, and to publish for public bids. Motion to table for next meeting made by Hagle, seconded by Baranowski. All in Favor, motion carried. Motion to publish for public bids made by Hagle, seconded by Baranowski. All in favor, motion carried.
2. **Electrical Code Residential Compliance Permit Ordinance 2021-37A:** Proposed ordinance reviewed by electrical inspector with recommendation to include 2017 Michigan Electrical Code Part 8 (Effective January 4, 2019). Motion to approve and adopt Ordinance # 2021-37A with electrical inspector recommendation to include 2017 MEC Part 8 made by Titus, seconded by Baranowski. Roll Call: Aye-5, Nay-0; Motion carried.
3. **Blight Complaint Cases:** none presented

New Business

- 1) **Snow Removal Bids for 2021-2022 Winter Season:** Reviewed and discussed two bids that were received by the Township. Motion to accept Snow Removal bid received from C.B.X. Inc. made by Titus, seconded by Baranowski. Roll Call: Aye -5, Nay -0, motion carried.
- 2) **Dog License:** Discussed current dog license process. Motion to discontinue Dog License acceptance & payments at Riley Township Office as of December 31st, 2021 made by Behem, seconded by Rushing. Roll Call: Aye-3, Nay -2: Hagle, Baranowski. Motion carried.
- 3) **Park & Recreation Master Plan:** Motion to approve Park & Recreation Workshop meeting to be held on Thursday, December 16, 2021 at 6pm made by Titus, seconded by Rushing. Roll Call: Aye-5, Nay-0; Motion carried.
- 4) **Ordinance 33, Section 905 Amendment:** Motion to approve amendment of Zoning Ordinance #33, Section 905 Accessory Buildings with addition of Item J as presented effective 30 days after its publication made by Titus, seconded by Hagle. Roll Call: Aye-5, Nay-0; Motion carried.
- 5) **Michigan Uniform Video Service Local Franchise Agreement Renewal (Comcast):** Motion to approve Michigan Uniform Video Service Local Franchise Agreement Renewal with Comcast to pay a 4% annual video service provider fee to the Franchising Entity made by Behem, seconded by Rushing. Roll Call: Aye-5, Nay-0; Motion carried.
- 6) **Budget Amendments:** Motion to reallocate funds to align with chart of account update from BSA made by Titus, seconded by Rushing. Roll Call: Aye-5, Nay-0; Motion carried.
- 7) **Township Website Update:** Website Hosting provider changed to a new provider. Recommended and discussed updating township website to be more user friendly and ADA compliant. Motion to approve Website Development PLATINUM PACKAGE from Shumaker Technology Group (STG) at a project cost of \$3,995.00 with the use of ARPA funding made by Titus, seconded by Rushing. Roll Call: Aye-5, Nay-0; Motion carried.
- 8) **Roads:**
 - a. **Commissioner Allocation of Funds Approval:** Motion to approve use of County Commissioner Funds in the amount of \$65K-\$70K to be used for approved Braidwood

Road Bridge Replacement & Eagling Road Replacement projects made by Rushing, seconded by Baranowski. Roll Call: Aye-5, Nay-0; Motion carried.

- 9) **Tax Account:** Discussed purchase of used folding machine for a cost of up to \$200 from Mussey Township. Motion to approve purchase of folding machine up to \$200 made by Rushing and seconded by Titus. All In Favor; Motion carried.

Discussed recommendation of increasing the tax account ending balance to cover the cost of unexpected returned tax payments. Motion to move \$4500 from the general fund to the tax account made by Rushing, seconded by Titus. Roll Call: Aye-5, Nay-0; Motion carried.

Comments from the Board of Trustee's not already address: The township office roof is in need of replacement. Motion to publish for public bids made by Hagle, seconded by Baranowski. All in favor, motion carried.

Next Regular Meeting Scheduled: January 4th, 2022 at 7pm at Riley Township Hall

Adjournment: Motion to adjourn at 8:13 p.m. made by Titus, seconded by Hagle. All in favor, motion carried.

Respectfully submitted by,

Patricia Gondert, Riley Township Deputy Clerk

Dawn Behem, Riley Township Clerk
Approved January 4th, 2022