

RILEY TOWNSHIP BOARD - REGULAR MEETING

Held on November 9th, 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: Riley Center Road resident presented regarding blight complaint case and explained that clean up could not be done due to wet land conditions. The Board discussed the time frame the property has had to come into compliance from the initial complaint. The OEO stated this property has been an ongoing problem for years. Motion to give resident 30 days to clean up the blighted property made by Titus, seconded by Hagle. All in favor, motion carried.

A Citizen stated concerns of hearing that a volunteer collected tax money the day before taxes were due.

A Citizen asked about the title status of the Tibbets Cemetery. The Supervisor explained that we are conducting a deed search with Township's attorney.

Boardman Road resident presented regarding blight complaint case of unlicensed vehicles on his property stated he could not comply in a timely manner due to the extreme weather and unable to get a tow truck onto the property. Motion to give 30 days to remove or obtain license on unlicensed vehicles on the property made by Hagle, seconded by Titus. All in Favor, motion carried.

Approve Regular Meeting AGENDA for November 9th, 2021: Remove New Business Item #1 Eagle Scout Project; Add New Business items for Parks/Recreation and Commissioner's Fund. Motion to approve agenda with above corrections and additions made by Hagle, seconded by Baranowski. All in favor, motion carried.

Approve Consent Agenda: Motion to approve Consent Agenda for 10/5/21 REGULAR Meeting MINUTES; 10/25/21 SPECIAL Meeting Minutes, Treasurer Report, Monthly bills, Payroll checks/vouchers 1003-1008 & 404001-404021, Tax checks 2941-2955, and Communications received for Monthly EMS Report, EMS and Transit Report made by Rushing, seconded by Baranowski. Discussion: Expense paid to LaserMark was in replacement for missing memorial plaque. Roll Call: Aye-5, Nay-0; Motion carried.

Township News and Announcements: The Township received \$61,418 in revenue sharing.

Committee Reports:

Planning Commission: Hagle reported discussed Foster Oil waste pond, accepted Medical Marijuana Special Use Application from 10703 Sparling Road, and referred the electrical ordinance back to the Township Board as a regulatory ordinance and not zoning.

Parks and Recreation: Hagle reported new secretary is Cathy Filion.

Zoning Board of Appeals: No meeting held.

Ordinance Enforcement: OEO turned four complaints over to Township Board due to repeated noncompliance. Other complaints showed movement towards compliance. Titus reminded that citizens must turn up at the meeting when complaints are forwarded to Board. Update on Burt Road complaint, owner stated that he will replace or remove and will follow up in two weeks.

Unfinished Business

- 1) **Ordinance Enforcement Officer 90-day evaluation:** Motion to remove item from the agenda made by Titus, seconded by Hagle. Discussion: Titus and Hagle have met with OEO to discuss how complaints are being handled and how to move forward. Roll Call: Aye – 5, Nay – 0, motion carried.
- 2) **Generator Estimates:** Baranowski reported estimates were received from two companies. Reviewed the quotes and discussed time, size and type whether air or water cooled. A maintenance agreement was recommended for consideration. Checking if ARPA funds can be used for this project. Motion to table until updated estimates are received made by Titus, seconded by Baranowski. All in Favor, motion carried.
- 3) **ARPA Funds & Eligible Uses:** Rushing has been attending webinars this on the different options and uses for the funds. Rushing will continue to look at all possible uses and projects that will benefit both our Township and community.
- 4) **Electrical Code Residential Compliance Permit Ordinance 2021-37A:** Addendum to the current electrical ordinance # 37 to limit amperage to 50 KVA per parcel. Reviewed the proposed ordinance to replace the current moratorium. Motion to table for electrical inspector to review made by Titus, seconded by Hagle. All in favor, motion carried.

New Business

- 1) **Snow Removal Bids for 2021-2022 Winter Season:** Motion to publish for accepting bids for Snow Removal at the Township Hall and office locations made by Behem, seconded by Titus. All in Favor, motion carried.
- 2) **Trash Collection Special Assessment:** Motion to confirm the Special Assessment Roll for Trash Collection as presented during the August 3rd, 2021 public hearing and to approve the roll be sent to the Assessor made by Titus, seconded by Rushing. Roll Call, 5 – Aye, 0 – Nay, motion carried. Motion to place the 2021 Trash Assessment on the 2021 Winter Tax bill as presented at the August 3rd, 2021 public hearing and RTB meeting made by Titus, seconded by Rushing. Roll Call: Aye – 5, Nay – 0, motion carried.
- 3) **Revised Electrical Permit Application:** Building Secretary and Electrical Inspector submitted an updated electrical permit application that included changes and proposed fees in highlighted

areas. Motion to approve the proposed electrical permit application as presented made by Hagle, seconded by Baranowski. Discussion: None. All in Favor, motion carried.

- 4) **Petty Cash Budget Amendment:** Petty cash accounts are an asset account but are currently listed as an expense account with an approved budgeted amount. This budgeted amount would be lost with the upcoming Uniform Chart of Accounts Update. Consultation with Auditors recommended amending the petty cash budgets into other expense accounts within their current fund. Motion to amend budget of \$2500 from Petty Cash account 101-000-727 into Supplies account 101-226-726 and Budget of \$1500 from Petty Cash account 208-000-727 into Supplies account 208-151-726 made by Behem, seconded by Titus. Roll Call: Aye – 5, Nay – 0, motion carried.
- 5) **Roads:** Funds from the County are still available for the Eagling culvert project. Submissions were approved by the County for the Hunt Road culvert project for \$28,000 with equal cost share, and Braidwood Bridge project for \$300,000 with equal share. A decision is needed on the Eagling Road Culvert Project to use the local road assistant money from 2021. Funding assistance is also available through the County Commissioners fund of approximately \$65,000 that can be used for road/culvert projects. Consensus agreed to apply for County Commissioner funds for projects. Motion to approve Hunt Road Culvert Replacement Project using the 2022 Local Road Funding Assistance Program Agreement at a Township cost share amount of \$14,000 made by Baranowski, seconded by Hagle. Roll Call: Aye – 5, Nay – 0, motion carried.
Motion to approve Eagling Road Culvert Replacement Project using the 2021 Local Road Funding Assistance Program Agreement at a Township cost share amount of \$71,000 made by Baranowski, seconded by Titus. Roll Call: Aye – 5, Nay – 0, motion carried.
Motion to approve Braidwood Road Bridge Replacement using the 2022 Local Large Culvert Funding Assistance Program Agreement at a Township cost share amount of \$150,000 made by Baranowski, seconded by Hagle. Roll Call: Aye – 5, Nay – 0, motion carried.
- 6) **Parks & Rec:** Hagle requested approval for a November meeting to be scheduled for the Parks & Recreation Committee. Motion to approve November meeting for Parks & Recreation Committee made by Titus and seconded by Baranowski, All in Favor, motion carried. Titus made recommendation to appoint Jenifer Rushing to the Parks & Recreation board. Motion to appoint Jennifer Rushing to the Parks & Recreation Board made by Baranowski, seconded by Hagle. All in Favor, motion carried.

Comments from the Board of Trustee's not already address:

Next Regular Meeting Scheduled: December 7th, 2021 at 7pm at Riley Township Hall

Adjournment: Motion to adjourn at 8:18 p.m. made by Hagle, seconded by Baranowski. All in favor, motion carried.

Respectfully submitted by,

Patricia Gondert, Riley Township Deputy Clerk