

RILEY TOWNSHIP BOARD - REGULAR MEETING

Held on July 5th, 2022 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: Nancy Winzer – Director of St. Clair County Parks & Recreation Commission. Presented on the seven parks throughout St. Clair County, upcoming millage renewal, and grant monies available from the county. Commissioner Dave Rushing thanked Ms. Winzer and commented that a portion of monies received from the county Park & Rec millage is shared back to the communities and townships within the county.

Citizens Wishing to Address the Board on Agenda Items: None presented.

Approve REGULAR Meeting AGENDA for July 5th, 2022: Motion to accept Agenda with addition of Richmond/Lenox Siren Preventative Maintenance Program added to New Business Item #6 made by Baranowski, seconded by Hagle. All in favor, motion carried.

Approve Consent Agenda: Motion to approve Consent Agenda: June 7th, 2022 Meeting Minutes, Treasurer Report, Monthly A/P Checks: #25072-25111, EFT: #17-19, Payroll Checks: SDZ #270001-270003, 1024 & 9SE Payroll Vouchers: #270001-270015, Revenue/Expenditure Report PE 6-30-22; Revenue Sharing Payments FY 2022 & FY 2023 Projections; IRS Mileage Rate Effective 7-1-22, Bond Refund: BA210004, BG220001, BA210008, BN220001, BG220006, BG210013, BA220002, Refund of Table & Chair Rental Deposit, Committee Application Received for Parks & Rec and Communications received from MTA Board, Cynthia's Angel Foundation, Richmond/Lenox EMS report and Blood Drive made by Hagle, seconded by Rushing. Roll Call: Ayes – 5, Nays – 0, motion carried.

Township News and Announcements:

- Township **Annual Audit** is Confirmed for July 11th at 7am with Supervisor, Clerk and Treasurer.
- **MTA Online Learning Center** is renewed and available for all public officials to access for their required annual training and continued additional learning opportunities.
- **Twp Office Phone Update** installation will take place on July 15th, 2022. This will give more options and additional lines available for use.
- **Community Shred Day** on Saturday, August 13th 9am-Noon. Open to Riley Township residents only (must show proof of residency). To be held in office parking lot.
- **Fall Festival & Classic Car Show** on Saturday, September 24th, 11am-3pm at Riley Twp Park
- **Primary Election Day** is Tuesday, August 2, 2022. Polls open 7am & close at 8pm at Riley Twp Hall.

→ **Rileytownship.com** Website Tour: Clerk presented new layout, features and user-friendly format of the new website design.

Committee & Departmental Reports

Planning Commission: No meeting held.

Parks and Recreation: No meeting held; Next meeting scheduled on July 25th, 2022.

Zoning Board of Appeals: No meeting held.

Ordinance Enforcement: OEO reported four (4) cases are currently in the courts, three (3) are in default. Getting more gun related complaints on frequency and noise.

Building Department: Building Inspector reported on new home permits issued.

Roads: Permits for Eagling and Braidwood projects received from the county; Work anticipated to begin this summer.

ORDER OF BUSINESS

A. UNFINISHED BUSINESS

1. **Road Commission Projects/Work Orders:** Chloride application is completed. No new work orders.
2. **Blight Complaint Cases:** No new cases reported.

B. NEW BUSINESS

1. **Tibbets Cemetery Notice of Publication:** Motion to approve the ***Tibbets Cemetery Notice of Publication*** at a cost of \$801.80 paid to 21st Century MediaNews Group made by Baranowski, seconded by Hagle. Discussion: Publication is the final piece of quiet title process. Roll Call: Ayes – 5, Nays – 0, motion carried.
2. **Roof Repair Extra Invoice:** Motion to approve Township Office Roof Extras Chimney Removal/Repair Invoice for work and materials at a cost of \$800.00 paid to D.A.D. Building made by Rushing, seconded by Hagle. Discussion: Additional work to remove chimney, patch roof prior to shingling, and to repair lifted shingles on pavilion roof. Roll Call: Ayes – 5, Nays – 0, motion carried.
3. **Fall Festival Event Activities Invoice:** Motion to approve deposit and Invoice #11221 from Chamberlain Pony Rides a sum of \$1,110.00 for Fall Festival Games & Activities made by Baranowski, seconded by Rushing. Discussion: Deposit of \$110 already paid to secure reservation. The event will go on if rain occurs. Roll Call: Ayes – 5, Nays – 0, motion carried.
4. **Playground Fence Equipment:** Motion to accept and approve Quote dated 6-21-22 from Mid-Michigan Family Builders to pay a sum of \$3,562.13 for installation and materials listed of Fence around park playground made by Rushing, seconded by Baranowski. Discussion: ARPA funds may be used in addition to Park & Rec grant monies received. Roll Call: Ayes – 5, Nays – 0, motion carried.

5. **Administrative Policies Update:** Motion to table the Riley Township Board and Administrative Policies Manual chapters 4 through 7 for further review made by Hagle, seconded by Baranowski. All in favor, motion carried.
6. **Siren Preventative Maintenance Program:** Motion to accept and approve payment to WestShore Services Inc. the amount of \$425.00 for the annual Outdoor Warning Siren preventative maintenance fee made by Behem, seconded by Baranowski. Discussion: None. Roll Call: Ayes – 5, Nays – 0, motion carried.

Comments from the Board of Trustee’s not already addressed: Thank you to Dawn Behem for the work done to upgrade and improve the Township’s website.

Next Regular Meeting Scheduled: August 9th, 2022 at 7pm at Riley Township Hall

Adjournment: Motion to adjourn at 8:26 p.m. made by Hagle, seconded by Baranowski. All in favor, motion carried.

Respectfully submitted by Patricia Gondert, Recording Clerk

Approved August 9th, 2022

Dawn Behem, Riley Township Clerk