

RILEY TOWNSHIP BOARD - REGULAR MEETING

Held on April 11th, 2023 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

Staff Present: Building Inspector Doug Wendland, Deputy Treasurer Dawn Sawicki-Franz

Public Hearing – None Scheduled

Guest Speakers: Commissioner Rushing announced remaining county ARPA Funds would be distributed between jurisdictions and has been working with City of Memphis on repairing Belle River Road.

Citizens Wishing to Address the Board: Citizen reported Verizon is laying fiber optics on Hough and Eagling roads and gas company is laying pipe from Riley Center Rd down Hough Road.

Approve Consent Agenda: Motion to approve Consent Agenda: 3-28-2023 Budget Hearing and Special Meeting Minutes, Treasurer Report, Updated Monthly Bills/Claims: Checks #25409-25443, EFTs #39-40, Payroll Vouchers 9SE #140001-140022 & SDZ #140001, and Payroll Check 9SE #1038-1039, Approved Budget Report for 2023/2024, Bond Permit Refund BP220004 & BP220005, Request for Deposit Refund, Performance Bond Extension Request, Notice to County Clerk of Ethics and Code of Conduct Violation, and 2018 thru 2023 Revenue Comparison Report made by Behem, seconded by Rushing Roll Call: Aye-5, Nay-0; Motion carried.

Approve REGULAR Meeting AGENDA for April 11th, 2023: Add items to New Business: # 6 KCI quote for summer tax bills, and # 7 IT Right quote.

- *Motion to approve agenda with additions made by Hagle seconded by Baranowski. All in favor, motion carried.*

Township News and Announcements:

- Special election for Armada School District will be held in Riley Township precinct on May 2, 2023.
- Annual Audit is scheduled for July 19, 2023.
- Reminder a food bank at the township is available to any resident who is in need.

Committee Reports:

Parks and Recreation: No Meeting Held, next scheduled meeting is April 24, 2023.

Planning Commission: Public Hearing on Mining permit to be held at next meeting. Approved Special Use for Harmon Oil. Master Plan workshops can be scheduled and contact Metro Planning when needed.

Available workshop on May 25th on Solar Energy Systems is reimbursable. MTA Online Training has a variety of topics available for all PC members at any time at no cost. Wales Township is using an attorney specializing in solar.

- Motion to approve Riley Township attorney to consult with Wales Township attorney on Solar Ordinance made by Behem, seconded by Rushing. All in favor, motion carried.

Zoning Board of Appeals: No meeting held.

Building Department: Issuing permits for pole barns.

Ordinance Enforcement: OEO working with township attorney on judgements to see how to proceed.

Roads: The Annual Township Road trip was held April 1st identifying ditching, culvert, berm removal and asphalt patching to be completed this season. Work orders received for approval:

- Motion to APPROVE Township Agreement from St. Clair County Road Commission for 2023 Limestone Haul project at a cost of \$141,086 to the township made by Hagle, seconded by Baranowski. Discussion: 110 train loads of 22A Limestone at 55 ton/load = 6050 @ \$23.32 placed and shaped on local gravel roads township wide. Roll Call: Aye-5, Nay-0; Motion carried.
- Motion to APPROVE Township Agreement from St. Clair County Road Commission for 2023 Dust Control project at a cost of \$31,200 to the township made by Baranowski, seconded by Rushing. Discussion: 57 miles @ 2000 gal/mile plus 16 miles @ 1000 gal/mile = 130,000 gallons 21% chloride applied to local roads and dead-end roads within township. Roll Call: Aye-5, Nay-0; Motion carried.
- Motion to APPROVE Work Order Agreement from St. Clair County Road Commission for 70/30 Limestone Cost Sharing project at a cost of \$13,467.30 to the township made by Baranowski, seconded by Hagle. Discussion: Spread 35 loads of 22A Limestone on Dunn Road starting at Riley Center heading East and ending ½ mile East of Reeves Road. Roll Call: Aye-5, Nay-0; Motion carried.

Unfinished Business

- 1. Firearms, Weapons and Hunting Ordinance:** Motion to schedule a public Workshop to be held on May 9th, 2023 at 6 pm at the Township Hall located at 13016 Belle River Rd. made by Titus, seconded by Hagle. Discussion: To develop an ordinance to regulate and provide public safety. All in favor, motion carried.

New Business

- 1. Lawn Care Services for 2023 Season:** Motion to ACCEPT BID for Lawn Care Services for 2023 Season received from Cottington's Lawn Care and to APPROVE FULL YEAR PAYMENT at a cost of \$6,175 made by Rushing, seconded by Hagle. Discussion: Cottington was only bid received and provided services to the township last year. Annual pre-payment includes a 5% discount. Roll Call: Aye-5, Nay-0; Motion carried.

- 2. Memphis Fire Department Project Request:** Motion to Accept Project Request as presented from Memphis Fire Department and designate Memphis Fire Chief Doug Pratt to pursue the final quotes for cost and installation of the project to be submitted to the Township Board for payment approval and usage of uncommitted ARPA Funds made by Baranowski, seconded by Hagle. Discussion: Memphis Fire Chief Pratt submitted a proposal and estimate to purchase and install dry hydrants over Belle River at Riley Center and Miller Roads to establish water supply areas in the township. Dry hydrants can be secured and swung out from the bridge with little maintenance needed and allows fire truck to access the water in the river from the bridge. County will need to be contacted for approval in securing the dry hydrant to bridge. All in favor, motion carried.
- 3. Zoning Ordinance Amendments:**

 - A. Section 924 (C): Fences, Height Amendment:** Motion to Approve and Adopt Amendment to Zoning Ordinance Section 924 as presented effective on the next day after publication made by Hagle, seconded by Rushing. Discussion: Clarified measurement of fence from grade. Roll Call: Aye-5, Nay-0; Motion carried.
 - B. Section 1127: Special Approval Uses Nursery Schools, Day-Care Centers, Child Caring Institution, and Group Day Care Homes (7-12 Children) Amendment:** Motion to send proposed Section 1127 Amendment back to planning commission to include all recommendations provided in the county report made by Behem, seconded by Hagle. Discussion: Metro Planning recommended approval of the text amendment provided changes are made as outlined on page 3 of the county report to clarify facility type, capacity ranges and definitions consistent with PA 106 of 2022. All in favor, motion carried.
- 4. Solar Ordinance Update from Planning Commission:** Discussed under the Planning Commission Department report.
- 5. Emmett Fire Contract Renewal:** A meeting is scheduled on Thursday, April 13th with the Village of Emmett to discuss the contract renewal.
- 6. KCI Quote for Summer Tax Bill Mailing:** Motion to Accept KCI proposal for up to \$2,200 to produce and mail out summer tax bills and newsletter made by Behem, seconded by Rushing. Discussion: KCI provided an estimate for printing and mailing the summer tax bills & Township newsletter based on services from last year. Roll Call: Aye-5, Nay-0; Motion carried.
- 7. IT Right Quote:** Motion to Accept IT Right quote to replace the network switch in the amount of \$281.25 made by Behem, seconded by Baranowski. Discussion: The network has been experiencing random outages. The firewall was replaced two weeks ago and after troubleshooting with IT services, the network switch is failing and needs to be replaced. Roll Call: Aye-5, Nay-0; Motion carried.

Comments from the Board of Trustee's not already address: None presented.

Public Workshop Scheduled: May 9th, 2023 at 6pm at Riley Township Hall

Next Regular Meeting Scheduled: May 9th, 2023 at 7pm at Riley Township Hall

Adjournment: Motion to adjourn at 8:20 p.m. made by Hagle, seconded by Baranowski. All in favor, motion carried.

Respectfully submitted by Patricia Gondert, Riley Township Recording Clerk

Approved May 9, 2023

Dawn Behem, Riley Township Clerk