

RILEY TOWNSHIP BOARD - REGULAR MEETING

Held on September 12th, 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

Township Officials in Attendance: Building Official Doug Wendland, Deputy Treasurer Dawn Sawicki-Franz, Enforcement Officer Kyle Kallek.

Public Hearing: None Scheduled

Guest Speakers: Wes Messing of King & King presented on the township's annual audit and indicated the audit went well. Commissioner Rushing reported on extra ARPA funds from the county will be used for ditching / road improvement projects including Belle River Road from Boardman to Riley Center Road as well as providing new radios with encryption for local fire departments.

Citizens Wishing to Address the Board: Heard concerns from citizens on recent new culvert added to Riley Center Road near Tibbets is draining into a private ditch on west side of road; ditches at Miller Road & Kimball Road are causing a flooding issue; concerns on lack of enforcement of Township Zoning Ordinance, Article 11, Section 1119 and indicated pursuing civil action and court date with a neighboring property owner.

Approve Consent Agenda: Motion to approve RTB Meeting Minutes for 8/08/2023, RTB Special Meeting Minutes for 8-14-23; Audited Financial Statement as of March 31, 2023; 2023 State of Michigan F-65 Report and Qualifying Statement; August Treasurer Report, August Revenue & Expense Report, August Accounts Payable Claims Report: Checks #25568-25603, EFTs #49-50, Payroll Vouchers 9SE #360001-360022, Bond Permit Refunds for BN220006, BA230006, BA230008, BG230006, BG230009, BG230014, BA210005; Check Requests for Tables and Chairs Deposit Refunds, Fire Run Invoices to Collections Request, Fire Run Invoice Waived Request, Richmond-Lenox EMS Monthly Report, Communications received on ordinance enforcement concerns and mosquito spraying, and AYSO Fall 2023 Contract Cancellation made by Hagle, seconded by Baranowski. Roll Call: Aye-5, Nay-0; Motion carried.

Approve REGULAR Meeting AGENDA for September 12th, 2023: Treasurer added item #5 Banking to New Business.

- *Motion to approve regular meeting agenda with addition made by Baranowski, seconded by Rushing. All in favor, motion carried.*

Township News and Announcements: 2023 Fall Festival & Classic Car Show is scheduled for Saturday, September 23rd.

Committee Reports:

Parks and Recreation: Trustee Hagle and Committee Secretary Fillion reported upcoming Fall Festival to be held on September 23rd, recommended approving expenses of \$750 for festival food, requested bids on wood chips & stump grinding for park, recommend quotes from D+E Landscaping, requested costs for additional Doggie Pot stations at entrances for walking path, and will consider costs for rubber mulch at next meeting.

- Motion to approve food and beverage expenses at a total of \$750 for the Fall Festival made by Behem, seconded by Hagle. Roll Call: Aye-5, Nay-0; Motion carried.
- Motion to approve D+E Landscaping quotes for wood chips and stump grinding at a total cost of \$4,788.25 made by Hagle, seconded by Baranowski. Roll Call: Aye-5, Nay-0; Motion carried.
- Motion to approve Grainger quote for two Doggie Pot stations at a total cost of \$935.86 made by Baranowski, seconded by Hagle. Roll Call: Aye-5, Nay-0; Motion carried.

Planning Commission: Committee Member Budnick reported two public hearings are scheduled at the next meeting on Ordinance amendments for Section 923 Wind Energy & Section 925-Solar.

Zoning Board of Appeals: No meeting held.

Building Department: Building Official reported five (5) new permits were issued this month, inquired on who to appoint as Dangerous Building Hearing Officer, and requested an increase to Inspection/Notice Fee for Dangerous Building Hearing Notice posting.

- Motion to approve an increase Inspection/Notice Fee to \$50 for posting Dangerous Building Hearing Notice made by Titus, seconded by Baranowski. Roll Call: Aye-5, Nay-0, Motion carried.

Ordinance Enforcement: Monthly report submitted to board for review.

EN230087- letter was sent for violation of home business, who then attended to planning commission meeting. Enforcement Officer requested what action should be taken on the violation.

Requested the board to review and consider adopting the 2018 International Property Maintenance Code to better enforce violations such as blight with in the township.

- Motion to Table any action on EN230087 made by Titus, seconded by Baranowski. All in favor, Motion carried.

Roads: Invoice #706771 for limestone haul on Cowhy Road came in at \$5,643.12, an additional cost of \$512.72 over approved amount.

- Motion to approve Road Commission Invoice #706771 with additional costs made by Baranowski, seconded by Rushing. Roll Call: Aye-5, Nay-0; Motion carried.

Unfinished Business

1. **Emmett Fire Contract Renewal:** Motion to Approve updated 3-year Contract Renewal with Village of Emmett Fire Department effective as of April 1, 2023, a first-year cost of \$57,525.61 and as presented updated annual increases for the contract term made by Titus, seconded by Behem. Discussion: Village of Emmett Supervisor Dick Pierce presented an updated Contract to the Township Board to consider for approval. Roll Call: Aye-5, Nay-0; Motion carried.

New Business

- 1. Resolution #2023-17 Repeal:** Motion to Approve Retraction and Repeal of Resolution #2023-17 made by Behem, seconded by Hagle. Discussion: Resolution was found not to be necessary. Roll Call: Aye-5, Nay-0; Motion carried.
- 2. Snow Removal Bids Publication:** Motion to Publish Notice of Accepting Bids for Snow Removal services for 2023-2024 Winter Season made by Behem, seconded by Baranowski. Discussion: None. All in favor, Motion carried.
- 3. Farm Land Lease:** Motion to Publish Notice of Accepting Bids for Farmland Lease for 2024 Growing Season made by Hagle, seconded by Baranowski. Discussion: None. All in favor, Motion carried.
- 4. United Way Proclamation:** Motion to Approve and Adopt Proclamation Designating Fall 2023 to be United in Purpose for United Way of St. Clair County as presented made by Titus, seconded by Rushing. All in favor, Motion carried.
- 5. Banking:** Motion to continue township's bank accounts with Citizen's Bank now located in Chesterfield made by Behem, seconded by Hagle. Discussion: Treasurer was notified that the Branch of Citizens Bank located in Richmond will be closing and that the nearest branch of the bank is located in Chesterfield. Citizen's Bank offers the commercial services that best suit the needs of the township and it would be an extensive effort and cost to transfer the current funds into a new bank. All in favor, Motion carried.

Comments from the Board of Trustee's not already address: Interest indicated in purchasing the township's snow blower and suggested it be put up for bid.

Next Regular Meeting Scheduled: October 10th, 2023 at 7 pm at Riley Township Hall

Adjournment: Motion to adjourn at 8:21 pm made by Baranowski, seconded by Hagle. All in favor, motion carried.

Respectfully submitted by Patricia Gondert, Riley Township Recording Clerk

Approved October 10, 2023

Dawn Behem, Riley Township Clerk