

RILEY TOWNSHIP BOARD - REGULAR MEETING

Held on January 9th, 2024 at 7:00 pm

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

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

- *Motion to amend the agenda and bring unfinished business to immediately after the public hearing made by Titus, seconded by Rushing. All in favor, motion carried.*

GUEST SPEAKERS: None

PUBLIC HEARINGS: Public Hearing on Necessity Special Assessment on Local Public Roads:

- Motion to open public hearing at 7:02 pm made by Hagel, seconded by Baranowski. All in favor; Motion carried.

Supervisor explained the purpose of the Public Hearing is to determine if there is a necessity for a special district for road maintenance.

Twenty-two letters were received at the Clerks office from residents who opposed to the special assessment for local public roads.

A petition with approximately 176 signatures opposing any new or increased special assessments was submitted by an attending resident.

Sixty-two citizens in attendance expressed opposition to the special assessment for local public roads. None presented to be in favor.

- Motion to close Public Hearing at 7:30 made by Hagle, seconded Rushing. All in favor, motion carried.

UNFINISHED BUSINESS:

Motion that the residents of Riley Township during the public hearing have decided and determined that there is not a necessity to continue with the proposed special assessment process for roads and the assessment is declared discontinued made by Titus, seconded by Baranowski. Discussion: Funds for local road work should be put on a ballot for all to vote on. Roll Call: Aye-5, Nay-0; Motion carried.

Motion to deny any increase to Fire and Rescue Special Assessment after the public hearing to be held on March 12, 2024 at 7pm made by Titus, seconded by Baranowski. Discussion: None further. Roll Call: Ayes-5, Nays-0; Motion carried.

PUBLIC COMMENT - Citizens Wishing to Address the Board: Comments were heard by the Board from several citizens in attendance.

APPROVE BUDGET AMENDMENTS: Motion to Approve Budget Amendments to General Fund as presented for line-item budgeted adjustments made by Behem, seconded by Hagle Roll Call: Aye-5, Nay-0; Motion carried.

APPROVE CONSENT AGENDA: Motion to approve Consent Agenda: RTB Meeting minutes for 12-12-2023; Treasurer Bank Summary Report as of 12-31-23; Clerk reports: Balance Sheet as of 12-31-23, Revenue & Expense Report, Check Register of Monthly Bills #25709-25737 totaling \$34,617.29, Tax Disbursements #3228-3242 totaling \$151,982.74, Payroll Register #10001-10020 totaling \$17,590.22; Bond Permit Refunds for BN230010, BG230021, BN220012, BC230001 totaling \$4,250; Communications received from MTA made by Baranowski, seconded by Hagle. Roll Call: Ayes-5, Nays-0; Motion carried.

APPROVE REGULAR MEETING AGENDA for January 9th, 2023: Add item #6 to New Business: Resignation Letter.

- Motion to approve Regular Meeting Agenda with addition made by Baranowski, seconded by Hagle. All in favor, motion carried.

TOWNSHIP NEWS AND ANNOUNCEMENTS:

- Presidential Primary Election Day is Tuesday, February 27th, 2024. Polls open at 7am and close at 8pm. Early Voting for qualified registered voters will be available from 8am to 4pm on each day beginning on Saturday February 17th, 2024 through Sunday February 25th, 2024 at Riley Township Hall. 2024 election information is available online at www.rileytownship.com/elections/
- Annual Public Hearing Special Assessment for Fire Protection will be held on Tuesday, March 12th, 2024 at 7pm at Riley Township Hall.
- Annual Budget Hearing and Annual Meeting of Electors will be held on Tuesday, March 26th, 2024 at 7pm at Riley Township Hall.

COMMITTEE REPORTS:

Parks and Recreation: There was no meeting held.

Planning Commission: No meeting held.

Zoning Board of Appeals: No meeting held.

Building Department: Building Official reported work is slowing down with a few new permits.

Ordinance Enforcement: Monthly report submitted for the Board to review.

Roads: Emergency limestone load for Gilbert Road and fixing potholes on Masters Rd.

NEW BUSINESS

1. **Ordinance # 61-2024 Utility Battery Energy Storage Systems Moratorium:** Motion to adopt Ordinance #61-2024 Moratorium for a term of 18 months as presented made by Baranowski, seconded by Hagle. Discussion: This is regarding utility sized battery structures. The ordinance Moratorium will take effect 7 days after publication. Roll Call: Aye-5, Nay-0; Motion carried.
2. **Ordinance # 37A-2024 Electrical Code Residential Permit Ordinance Amendment:** Motion to table Amendment made by Titus, seconded by Baranowski. Discussion: Need to clarify AG requirements. All in favor, motion carried.
3. **Permit Applications / Fee Schedules: Electrical / Plumbing / Mechanical.** Motion to table item made by Titus, seconded by Rushing. All in favor, motion carried.
4. **Resolutions:**
 - a. **2024-01 Annual Budget Hearing Date:** Motion to ADOPT Resolution # 2024-01 Annual Budget Hearing for 2024/2025 Fiscal Year Date to be scheduled on Tuesday, March 26, 2024, at 7:00 pm made by Baranowski, seconded by Rushing. Roll Call: Ayes – 5, Nays – 0, motion carried.
 - b. **#2024-02 Annual Meeting of Electors Date:** Motion to approve annual meeting of electors for 2024/2025 Fiscal year on March 26, 2024 at 7 pm made by Hagle, seconded by Titus. Roll Call: Aye-5, Nay-0; Motion carried.
 - c. **#2024-03 Township Office Hours & Closure Dates:** Motion to approve Township Office Hours and Closures for 2024/2025 Fiscal year made by Hagle, seconded by Baranowski. Roll Call: Aye-5, Nay-0; Motion carried.
 - d. **#2024-04 Paid Holiday Non-Productive Hours:** Motion to table made by Titus, seconded by Rushing. All in favor, motion carried.
 - e. **#2024-05 Business Expense Reimbursement:** Motion to approve Business Expense Reimbursement of Township Officials and Personnel for 2024/2025 Fiscal year made by Hagle, seconded by Baranowski. Roll Call: Aye-5, Nay-0; Motion carried.
 - f. **#2024-06 Established Fee Schedule:** Motion to approve Fee Schedule for 2024/2025 Fiscal year made by Baranowski, seconded by Hagle. Discussion: Performance bond added to Commercial section for fences and signs. Roll Call: Aye-5, Nay-0; Motion carried.
 - g. **#2024-07 Compensation & Wages for Election Workers:** Motion to approve Election Worker Compensation and Wages as presented made by Behem, seconded by Baranowski. Discussion: Wages to be effective February 1st for the upcoming February election. Roll Call: Aye-5, Nay-0; Motion carried.
5. **Board / Commission Appointments:** Motion to table until next meeting made by Hagle, seconded by Rushing. All in favor, motion carried.

6. Resignation Letter: A Letter of Resignation submitted by the Township Clerk Dawn Behem was received by the Supervisor which was read and heard by the Board. The letter stated the Clerk will remain in office through the February election cycle and that her resignation effective date and last day worked will be on March 1st. The Clerk reported a township must have a certified clerk at least 60 days prior to any election.

- Motion to accept letter by resignation submitted by the Township Clerk as presented with an effective and last day worked on March 1st, 2024 made by Hagle, seconded by Baranowski. Discussion: The Board thanked Dawn for her devotion to Riley Township and the many accomplishments she has contributed especially in obtaining the township's ARPA funds. All in favor, motion carried.
- Motion to post and publish the Township Clerk board vacancy of made by Hagle, seconded by Baranowski. Discussion: Letters of Interest to be due by January 31, 2024 and will be reviewed at the next Board meeting in February. The Deputy Clerk's position ends along with the Clerks resignation. All in favor, motion carried.

COMMENTS FROM THE BOARD OF TRUSTEE'S NOT ALREADY ADDRESS: A moratorium for utility wind systems and would like to have it presented to board at next meeting for consideration.

NEXT REGULAR MEETING SCHEDULED: February 13th, 2024 at 7:00 pm at Riley Township Hall

ADJOURNMENT: Motion to adjourn at 8:23 pm made by Baranowski, seconded by Hagle. All in favor, motion carried.

Respectfully submitted by Patricia Gondert, Recording Clerk

Approved February 13th, 2024

Dawn Behem, Riley Township Clerk