

EAST CHINA CHARTER TOWNSHIP

OFFICIAL PROCEEDINGS

NOVEMBER 6, 2023

CALL TO ORDER – Supervisor Westrick called the meeting to order at 7:30 p.m., with Clerk Smith, Treasurer Hart, and Trustees Reichle, Blackstock, Babel. Trustee Knotts absent. Also present: Deputy Clerk Biebuyck, & Township Manager Cindy Paparelli.

PLEDGE OF ALLEGIANCE

APPROVE AGENDA – Trustee Reichle, supported by Treasurer Hart, moved to approve the Agenda with the removal of NB6. Carried.

APPROVE MINUTES – Trustee Reichle, supported by Trustee Babel, moved to approve the Minutes of October 16, 2023. Carried.

PUBLIC COMMENT - Dan Garmin, Emterra Representative was present to review the rising costs sustained over the past few years, which they have absorbed to this point. Emterra cannot operate at their current revenues and expenditures. They are asking to split the cost increase of \$1.98 per household and ask the Township to cover .98 cents per household for the remainder of our contract which expires the end of 2025.

CONSENT AGENDA – Trustee Reichle, supported by Clerk Smith, moved to accept the Consent Agenda as follows: Department Reports, Park Commission Minutes for September 2023, Marine City/St. Clair Fire Reports for October, Contractors Application for Payment #6 DWSRF, Water Plant Training, Workers Comp policy review. Carried.

DISBURSEMENTS – Treasurer Hart, supported by Trustee Babel, moved to approve Payroll \$76,331.00, Accounts Payable \$338,561.00, EFT's \$73,172.72, E Checks \$75,604.60, Tax account \$29,868.82 and Invoices \$98,365.10. Void #8735A \$22.03. Roll call vote: Yea: Reichle, Westrick, Blackstock, Hart, Smith, Babel. Carried.

NEW BUSINESS

NB 1 – Budget 2024 Public Hearing

Clerk Smith, supported by Trustee Reichle, moved to open the 2024 Budget Public Hearing at 7:35 p.m., No Public Comment. Copies of the Proposed Budget were available in the lobby at the Township Hall and posted on the Township Website. Trustee Blackstock, supported by Trustee Reichle, moved to close the Public Hearing at 7:36 p.m. Carried.

NB 2 – Resolution to Adopt the 2024 Budgets

Clerk Smith, supported by Trustee Reichle, moved to table action for the 2024 Budget Resolution. Carried.

NB 3 – Recording Secretary for Boards and Commissions

Clerk Smith, supported by Trustee Reichle, moved to post a Recording Secretary position for various Boards and Commissions as needed at a cost of \$75 for first 2 hours of meeting attendance and an additional \$25/hour thereafter; this will include preparation of the Minutes, which will be offered with in-house use of a computer. Roll call vote: Yea: Smith, Hart, Reichle, Blackstock, Babel, Westrick. Carried. Clerk Smith offered support for the first few meetings to use the Township’s format in the preparation of Minutes.

NB 4 – Township Board Meeting Time Change for 2024

Treasurer Hart, supported by Trustee Babel, moved to change the starting time for 2024 Township Board Meetings to 7 pm. Carried.

NB 5 – Time Keeping Policy for All Township Employees

Trustee Reichle, supported by Trustee Babel, moved to adopt the Time Keeping Policy as supplied, to replace the Timecard Policy of 11/30/2016. Carried.

NB 6 – RPF for 2024 Audit

Removed.

NB 7 – Emterra Rate Increase

Clerk Smith, supported by Trustee Reichle, moved to have our Township Attorney review and offer a recommendation as to the status of the new Emterra Addendum proposal to increase the rate per househouse by .98 cents per month. Carried. Our current household count is 1,519.

NB 8 – Create Parks & Recreation Master Plan Update Committee

Trustee Reichle, supported by Treasurer Hart, moved to direct the Township Supervisor to establish and appoint 5-members to the Parks & Rec 5-year Master Plan. Carried. Park Commissioner Evelyn Toles and Trustee Reichle have offered to serve.

NB 9 – RESA Change Order to install Wi-Fi throughout the Township Buildings and Park

Supervisor Westrick, supported by Trustee Blackstock, moved to approve up to \$17,950, in additional costs to install Wi-Fi at all of the Township Office Buildings. Roll call vote: Yea: Westrick, Blackstock, Babel, Smith, Hart, Reichle. Carried.

NB 10 – Request for Sewer Credit \$1,847.58

Clerk Smith, supported by Trustee Blackstock, moved to approve a sewer credit at 60 Hathaway street from a broken valve, as recommended by the DPW Supervisor. The water did not enter the sewer system. A credit will be issued in the amount of \$1,847.58. Roll call vote: Yea: Smith, Babel, Blackstock, Reichle, Hart, Westrick. Carried.

NB 11 – Water Plant Supervisor Training

Supervisor Westrick, supported by Trustee Babel, moved to approve expenses of \$652.46 for Water Plant Supervisor training in Mt. Pleasant. GL#599-538-801.00. Roll call vote: Yea: Westrick Babel, Smith, Hart, Blackstock, Reichle. Carried.

NB 12 – Township Hall Electronic Sign

Two quotes were obtained to install and supply an Electronic Sign at the Township Hall. Signs & More quote \$37,475 and Phillips Signs \$49,308.50. Supervisor Westrick will obtain additional information for the Board to review.

ANNOUNCEMENTS – Saturday, December 2, 2023 is the Merrytime Christmas downtown Marine City.

MEMBER COMMENTS – Trustee Reichle did much research regarding the history and budgets of the Park Commission over the past many years. He stated that the Park Commission was set up as an Advisory Board to the Township Board. The Park Commission has been supplied with a “Shared Services Agreement” to review and comment; as well as the Board members today who received a copy. This Agreement provides that the Township Manager and East China Parks Commission will collaborate to insure financial and fiscal requirements, project priorities, staffing levels, revenue generating opportunities and general operations are managed to the satisfaction of both the Board and Commission. This will be reviewed by both parties with further discussion about moving forward, before the 2024 Budgets will be adopted.

Trustee Reichle commented that long member Marine City and School Board Commissioner Rita Roehrig has passed away and will be missed.

ADJOURN – Trustee Reichle, supported by Treasurer Hart, moved to adjourn at 8:40 p.m. Carried.

Sandra Smith, Clerk

Verne Westrick, Supervisor