

EAST CHINA CHARTER TOWNSHIP

OFFICIAL PROCEEDINGS

JANUARY 15, 2024

CALL TO ORDER – Supervisor Westrick called the meeting to order at 7:00 p.m., with Clerk Smith, Treasurer Hart, and Trustees Reichle, Blackstock, Knotts. Trustee Babel Absent.

PLEDGE OF ALLEGIANCE

APPROVE AGENDA – Trustee Reichle, supported by Clerk Smith, moved to approve the Agenda with the removal of C-11, and addition of NB-9, NB-10 & NB-8 change. Carried.

APPROVE MINUTES – Trustee Reichle, supported by Treasurer Hart, moved to approve the Minutes of December 18, 2023. Carried.

One in the audience.

PUBLIC COMMENT – None.

CONSENT AGENDA – Trustee Reichle, supported by Clerk Smith, moved to accept the Consent Agenda as follows: 12/31/23 Financial Reports, Sheriff's quarterly report, MCAFA 12/2023 and 2023 Total Run Report, SCAFA 12/2023 Run Report, Park Minutes 11/2023, Resolution 17-2023 corrected date, Rec Advisory Committee 2024 Programs/Events, Department Reports, Rate increase Sewer Plant employee, Lot Split 12/2023 Minutes. Carried.

DISBURSEMENTS – Treasurer Hart, supported by Trustee Knotts, moved to approve Payroll \$80,537.32, Accounts Payable \$967,705.59, Tax account \$254,058.12, EFT's \$75,175.89, E-Checks \$604.20, and Invoices \$135,190.16. Roll call vote: Yea: Reichle, Westrick, Blackstock, Hart, Smith, Knotts. Carried.

NEW BUSINESS

NB-1 Mileage Rate 2024

Treasurer Hart, supported by Trustee Blackstock, moved to approve the IRS mileage rate of .67 cents. Carried.

NB-2 Park Manager Job Description

Trustee Knotts, supported by Treasurer Hart, moved to approve the Park Manager Job Description as presented. Carried.

NB-3 Resolution 01-2024 Building Department Fee Schedule

RESOLUTION 01-2024

FOR BUILDING DEPARTMENT FEES

Charter Township of East China

County of St. Clair, Michigan

Minutes of a regular meeting of the Township Board of the Charter Township of East China, County of St. Clair, Michigan, held in the Township Hall, on the **15th day of January, 2024** at 7:00 p.m.

PRESENT: Westrick, Smith, Hart, Blackstock, Knotts, Reichle

ABSENT: Babel

The following Resolution was offered by Smith and supported by Reichle.

WHEREAS, the Township Board has the authority to establish fees for permits, inspections, and registration of licensed contractors as ordained in the Code of Ordinances, Chapter 227-10 (electrical), Chapter 309 (mechanical), and Chapter 172 (building)

THEREFORE BE IT RESOLVED, that the Charter Township of East China Township Board does hereby approve adjusting licensed contractor registration fees and adding language to the fee schedule for *special projects building permits* effective January 15, 2024.

All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Westrick, Smith, Hart, Blackstock, Reichle, Knotts

NAYS: None

ABSENT: Babel

RESOLUTION DECLARED ADOPTED.

NB-4 Par Plan Risk Reduction Resolution 02-2024

East China Township Resolution 02-2024

**Resolution of Support
Michigan Township Participating Plan Grant Application**

WHEREAS the Charter Township of East China wishes to apply for a Training, Certification and Accreditation Program (TCAP) Risk Reduction Grant through the Michigan Township Participating Plan (Par Plan) to register the Parks Manager for the online Playground Maintenance

Technician (PMT) certificate program operated by the Indiana University faculty and staff at the Eppley Institute for Parks and Public Lands in partnership with the Park District Risk Management Agency (PDRMA) of Illinois, a risk pool specializing in parks and recreation risk.

WHEREAS the **Charter Township of East China** is seeking a grant contribution of \$380.00

NOW, THEREFORE, BE IT RESOLVED, that the **Charter Township of East China Board** supports submittal of an application to the Michigan Township Participating Plan for a **\$380.00** grant to for the Parks Manager to register for the online Playground Maintenance Technician (PMT) certificate program.

Motion by Westrick, seconded by Knotts, the Township Board declared the motion adopted. The following voted:

Yeas: Westrick, Smith, Hart, Blackstock, Knotts, Reichle

Nays: None

RESOLUTION DECLARED ADOPTED.

NB-5 River Park Grant Resolution 03-2024

East China Township Resolution 03-2024

Resolution of Support St. Clair Endowment Fund Grant Application

WHEREAS the Charter Township of East China intends to apply for a St. Clair Endowment Fund Grant through the Community Foundation of St. Clair County for repairs and improvements to River Park, and

WHEREAS such improvements will be of benefit to the community and provide improved access and safety for regional recreational opportunities, and

WHEREAS the Township will provide a 50% funding match, with estimated total project costs of \$145,000.

NOW, THEREFORE, BE IT RESOLVED, that the **Charter Township of East China Board** supports submittal of an application to the Community Foundation of St. Clair County for a St. Clair Endowment Fund grant.

Motion by Westrick, supported by Smith, the Township Board declared the motion adopted.

The following voted:

Yeas: Westrick, Smith, Hart, Blackstock, Reichle, Knotts

Nays: None

Absent: Babel

RESOLUTION DECLARED ADOPTED.

NB-6 Joint Boards & Commissions Workshop

Discussed a joint workshop with various Boards & Commissions March 4th or March 18th regarding creating a CIP Plan.

NB-7 Agenda Packets Online

Trustee Knotts, supported by Clerk Smith, moved to table action regarding posting all agenda items online. Supervisor Westrick will obtain additional information.

NB-8 Certificate of Appreciation to Fred Babel

A Certificate of Appreciation is honored to Fred Babel as a member and for his dedication to the Historical Commission and Park Commission.

NB-9 Non-Union Employee Raise

Trustee Knotts, supported by Trustee Blackstock, moved to increase pay to \$18.40/hour for Clerical employee #21037, retroactive to January 1, 2024. Roll call vote: Yea: Westrick, Smith, Hart, Knotts, Reichle, Blackstock. Carried.

NB-10 Emterra Contract

Treasurer Hart, supported by Clerk Smith, moved to table action regarding the Emterra Contract until Supervisor Westrick clarifies the fuel surcharge. Carried.

ANNOUNCEMENTS – None.

MEMBER COMMENTS – Trustee Reichle asked about the Park Land for sale adjacent to River Park, John Grabski is interested in Park Commission position, Parks & Rec 5-year Draft Plan is on website for viewing, requested Agenda packets be posted online. Supervisor Westrick said the St. Clair County Chapter MTA annual dinner meeting is February 29, 2024.

ADJOURN – Trustee Reichle, supported by Trustee Blackstock, moved to adjourn at 7:54 p.m. Carried.

Sandra Smith, Clerk

Verne Westrick, Supervisor