

EAST CHINA CHARTER TOWNSHIP

OFFICIAL PROCEEDINGS

JUNE 17, 2024

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

One in the audience.

PLEDGE OF ALLEGIANCE

APPROVE AGENDA – Trustee Reichle, supported by Treasurer Hart, moved to approve the Agenda as amended OB1/OB2 switch order. Carried.

APPROVE MINUTES – Trustee Reichle, supported by Trustee Babel, moved to approve the Minutes of June 3, 2024. Carried.

PUBLIC COMMENT – None.

CONSENT AGENDA – Clerk Smith, supported by Trustee Reichle, moved to accept the Consent Agenda as follows: Financial Reports, Historical Minutes for May 2024, St. Clair Fire Authority May 2024 Report, Marine City Fire Run Report for May 2024. Carried.

DISBURSEMENTS – Treasurer Hart, supported by Trustee Knotts, moved to approve payment of the bills as follows: Payroll \$47,867.06, Accounts Payable \$577,896.87, EFT's \$71,685.44, E Checks \$604.60, Invoices \$120,594.97, Tax Account \$962.47. Roll call vote: Yea: Smith, Babel, Reichle, Westrick, Hart, Knotts. Carried.

OLD BUSINESS

OB-1 Medical Benefits for Nonunion Employees-Plan Agreement

Supervisor Westrick, supported by Clerk Smith, moved to approve a Participation Agreement with IUOE-324 Health Care Plan for all qualified non-union employees and authorize the Township Supervisor to sign the Agreement; and authorize the Township Supervisor to sign a Memo of Understanding for the Township Manager Employment Agreement as presented. Roll call vote: Yea: Smith, Babel, Knotts, Westrick. Nay: Reichle, Hart. Carried.

OB-2 Employment Agreement for Director of Public Services

Supervisor Westrick, supported by Clerk Smith, moved to approve an Employment Agreement with Dwayne Loper as the Director of Public Services as presented, and authorize the Township Manager to sign the Agreement. Roll call vote: Yea: Smith, Hart, Babel, Knotts, Westrick. Nay: Reichle. Carried.

OB-3 Ordinance 328: Second Reading and Adoption

Supervisor Westrick, supported by Clerk Smith, moved to adopt Ordinance 328, after the second reading as follows. Yea: Smith, Babel, Knotts, Reichle, Hart, Westrick. Carried.

ORDINANCE NO. 328
CHARTER TOWNSHIP OF EAST CHINA
ST. CLAIR COUNTY, MICHIGAN
AN ORDINANCE TO AMEND THE CODE OF
ORDINANCES 320, CHAPTER 480-12 H (1) (b)

THE CHARTER TOWNSHIP OF EAST CHINA ORDAINS:

SECTION 1. PURPOSE

The purpose of this amendment is to allow an expectation of keeping of small hobby animals chickens (*hens only*) on lots less than one acre.

SECTION 2. AMENDMENTS

1). Chapter § 480-12 Uses permitted subject to conditions. (R-1, R-2 and R-3 One- Family Residential Districts)

H. Hobby animals. The keeping of animals for non-farm use accessory to a one-family residence, referred to as hobby animals, is permissible, subject to the following conditions. This subsection shall not apply to the keeping of dogs, cats and other household pets ordinarily kept indoors. This subsection shall also not apply to livestock and other animals kept as part of a farm or farm operation. For the purposes of this subsection, large hobby animals shall include horses and other equines, cattle, swine, sheep, lambs, goats, ostrich, emu, llama, alpaca and similar sized animals. Small hobby animals shall include rabbits, chickens, turkeys, geese, ducks, and similar sized animals.

(1) The minimum lot size for the keeping of hobby animals shall be as follows:

(a) For large hobby animals, three acres. Two large hobby animals shall be permitted for the first three acres. For each additional one acre, one additional large hobby animal shall be permitted.

(b) For small hobby animals, one acre. Six small hobby animals shall be permitted for the first one acre. For each additional one acre, six additional small hobby animals shall be permitted.

[1] An exception shall be made for the keeping of up to four chickens (hens only) on lots less than one acre.

(c) Lots greater than 40 acres shall have no animal quantity restrictions.

- (d) Notwithstanding the above, offspring of said hobby animals may be kept on the lot for the time period which is customary for the species involved.

SECTION 3. SEVERABILITY.

The provisions of this Ordinance are hereby declared to be severable. If any clause, sentence, paragraph, rule, regulation, section or subsection is declared void or inoperable for any reason by any Court, it shall not affect any other part or portion thereof, other than the part declared void or inoperable.

SECTION 4. REPEAL.

All Ordinances in conflict herewith are hereby repealed.

SECTION 5. EFFECTIVE DATE.

This Ordinance shall become effective upon publication after adoption.

SECTION 6. INSPECTION OF ORDINANCE.

A copy of this Ordinance may be inspected or purchased at the Township Hall, 5111 River Road, East China, Michigan 48054, during regular posted office hours.

ORDINANCE ADOPTED.

NEW BUSINESS

NB-1 Fund Balance Policy

Karen Lancaster of The Woodhill Group spoke about the need to establish the following financial policies in accordance with best governmental accounting practices. These were also recommended by our Township Auditors.

Treasurer Hart, supported by Trustee Reichle, moved to adopt a Fund Balance Policy; as best practice for government that they should establish a formal policy on the level of unrestricted fund balance that should be maintained in the General Fund for GAAP and budgetary purposes, as presented. Carried.

NB-2 Fixed Asset Capitalization and Useful Life Policy

Trustee Knotts, supported by Trustee Reichle, moved to adopt a Fixed Asset Capitalization and Useful Life Policy; as a best practice for government that they should establish a formal policy that addresses the acquisition, use, control, protection, maintenance and disposal of assets; as presented. Carried.

NB-3 Credit Card Acceptance Policy

Treasurer Hart, supported by Trustee Babel, moved to adopt a Credit Card Acceptance Policy, as best practice for government that they should establish a formal policy that addresses the acceptance of Credit and Debit cards for payment; as presented. Carried.

NB-4 Scope of Services for MSHDA Housing Readiness Grant

Trustee Knotts, supported by Clerk Smith, moved to approve the scope of work from Wade-Trim and engage their services for the MSHDA Housing Readiness Incentive Grant as presented and authorize the Township Manager to sign the Agreement. Carried.

NB-5 Resolution 7-2024 and Letter of Commitment

Supervisor Westrick, supported by Clerk Smith, moved to adopt Resolution 07-2024. Roll call vote: Yea: Smith, Hart, Babel, Reichle, Knotts, Westrick. Carried.

NB-6 Marine City Fire Authority Budget

Trustee Knotts, supported by Trustee Babel, moved to approve the Marine City Area Fire Authority 2024-2025 General Fund Budget with costs charged to East China Township in the amount of \$88,016.00. Roll call vote: Yea: Smith, Hart, Babel, Reichle, Knotts, Westrick. Carried.

NB-7 TAP Grant-Railroad Bridge Project

Supervisor Westrick stated that we are no longer using a TAP Grant for the needed improvements to the Railroad Bridge along the bike path in the Township Park. The improvements needed are cosmetic. The bridge is solid.

NB-8 St. Clair County Road Commission Work Orders

Clerk Smith, supported by Trustee Knotts, moved to approve the 2024 St. Clair County Road Commission Cost Sharing Program Agreements as presented. Carried.

50/50 Match Road/Drain Maintenance Fund for Township's portion:

- \$2,356 Chloride Application
- \$864 Swath Mowing
- \$2,500 Shoulder Patch
- \$2,500 Matching Storm Drain Repairs (SC Shores Blvd/St. Clair Place) (50/50)
- \$365.80 Range Road Limestone (70/30)

NB-9 Sanitary Sewer 2024 Project

Trustee Knotts, supported by Treasurer Hart, moved to approve Michigan Pipe Inspection for \$99,358.20 to perform the annual sanitary sewer cleaning & CCTV project. Roll call vote: Yea: Smith, Hart, Babel, Knotts, Reichle, Westrick. Carried.

ANNOUNCEMENTS – None.

MEMBER COMMENTS – Supervisor Westrick said that East China made the first-round approval of Congressional Spending for improvements to Bryson, Lavelly, and Woodland Lanes. Trustee Reichle asked to let members talk during discussion; be respectful.

ADJOURN – Trustee Reichle, supported by Trustee Knotts, moved to adjourn at 8:12 p.m. Carried.

Sandra Smith, Clerk

Verne Westrick, Supervisor

Approved 7.01.2024