

SANILAC TOWNSHIP BOARD  
REGULAR MEETING  
Thursday, December 12, 2019  
6:00 P.M.

**OPENING OF MEETING:**

Supervisor Kelly called the meeting to order at 6:00 P.M.

**PLEDGE OF ALLIGENCE**

**ROLL CALL:**

Members Present: Supervisor Dan Kelly, Clerk Suzanne Shagena, Trustee Jeff Lyall, Trustee Art Schlichting and Treasurer Chuck Basler.

**ADDITIONS/DELETIONS TO AGENDA**

Motion by Shagena, seconded by Basler, to approve the agenda as presented. CARRIED.

**APPOINTMENTS:**

Gale Travis with the Village of Port Sanilac Parks and Recreation Department appeared before the board to review the Parks and Recreation 2019 activities report along with the July 1, 2019-June 30,2020 Budget. The 2020 contract was also presented for board review. Motion by Lyall, seconded by Shagena, to approve the 2020 Contract with the Village of Port Sanilac Parks and Recreation Department. CARRIED.

**PUBLIC COMMENTS:**

Joseph O'Mara, District 3 County Commissioner, updated the Township Board on current county government highlights.

Robert Dear, Sanilac Township Planning Commission member, reminded the Township Board that the Planning Commission is still in need of two more members.

**CONSENT AGENDA:**

- a. Board Minutes 11/14/19
- b. Accounts Payable – General Fund and Water Operating Bills
- c. Payroll for December 2019
- d. Planning Commission Minutes 12/05/19
- e. Treasurer's Report

Motion by Basler, seconded by Shagena, to approve the consent agenda. CARRIED

- *Fire Authority Report* – Lyall reported that Allen Daum replaced Margo O'Mara as Forester Township's representative to the SEFA Board. Forester Township is also in the process of placing a Fire Millage on the ballot for the August 2020 primary election. The next SEFA Finance Committee meeting is scheduled for Tuesday, December 15, 2019, at

SANILAC TOWNSHIP BOARD  
REGULAR MEETING  
Thursday, December 12, 2019  
6:00 P.M.

- the Township Hall. The SEFA Board also did a walk thru of the fire hall. The application of the FEMA Grant was denied. The grant writer will amend the application and resubmit.
- *Water Operations Update* – William Noelke, Water Administrator, discussed the Fire Hydrant Policy adopted in August of 2017 and the recently Amended Fire Hydrant Policy adopted in November of 2019 and how they pertain to billing for water usage and hydrant use. The board will need to make the determination with regards to billing in these instances. The curb stop box at 681 Lakeshore has been damaged. Additional items from the water checklist were discussed and reviewed. The line and meter pit at 3189 S. Lakeshore are in the process of being installed.
- *Assessor's Report* – Schlichting reported that during the month of November he worked on the 2020 assessment database and preparing the 2019 Winter Tax roll. The Board of Review met on December 10<sup>th</sup>. No land division applications were received for the month.
- *Zoning Administrator's Report* – One permit was issued after the Zoning Board of Appeals hearing on November 18<sup>th</sup>, 2019. Motion by Shagena, seconded by Basler, to approve the reports as presented. CARRIED.

**OLD BUSINESS:**

The following Resolution to Waive Penalties for Non-Filing of Property Transfer of Property Transfer Affidavits under MCL 211.27b was presented for board approval:

WHEREAS,

MCL 211.27a(10) requires the buyer, grantee, or other transferee of the property shall notify the appropriate assessing office in the local unit of government in which the property is located of the transfer of ownership of the property within 45 days of the transfer of ownership, on a form prescribed by the state tax commission that states the parties to the transfer, the date of the transfer, the actual consideration for the transfer, and the property's parcel identification number or legal description, and

WHEREAS,

MCL 211.27b(1) requires that if the buyer, grantee, or other transferee in the immediately preceding transfer of ownership of property do not notify the appropriate assessing office of the transfer, then penalties as described in MCL 211.27b(1)(c) or (d) are levied, and

SANILAC TOWNSHIP BOARD  
REGULAR MEETING  
Thursday, December 12, 2019  
6:00 P.M.

WHEREAS,

MCL 211.27b(5) provided that the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under MCL211.27b(1)(c) or (d).

NOW THEREFORE BE IT RESOLVED that,

The Township of Sanilac waives the penalty for failure to file the Property Transfer Affidavit following a transfer of ownership pursuant to the local unit's authority contained in MCL 211.27b. Motion by Schlichting, seconded by Shagena, to approve the Resolution to Waive Penalties for Non-Filing of Property Transfer Affidavits under MCL 211.27b. Roll Call Vote: Lyall, yes; Schlichting, yes; Shagena, yes; Basler, yes; Kelly, yes. CARRIED.

The following Cost Share Fee Collection Policy was presented for board approval:

The Township of Sanilac enters into cost sharing agreements with the Sanilac County Road Commission and Sanilac Township property owners for the purpose of Roadside Ditch Cleanouts located within Sanilac Township.

Per the Roadside Ditch Agreement, the cost share is as follows:

Property Owner – 34% of Costs

Sanilac Township – 33% of Costs

Sanilac County Road Commission – 33% of Costs

That upon such cost sharing agreement being brought to the Sanilac Township Clerk, the Clerk will then generate an invoice to the property owner for their 34% of the costs.

Upon the Township receiving payment in full for the property owners share, the Clerk will present said agreement to the Sanilac Township Board for approval. **The property owner's share must be paid in full prior to approval of the agreement by said Sanilac Township Board.** The approved agreement shall then be returned to the Sanilac County Road Commission.

The approved agreement shall then be returned to the Sanilac County Road Commission. Upon completion of the work identified in the Roadside Ditch Agreement and upon receiving an invoice from the Sanilac County Road Commission, the Township will then pay to the Sanilac County Road Commission both property owners and Townships cost share totals.

SANILAC TOWNSHIP BOARD  
REGULAR MEETING  
Thursday, December 12, 2019  
6:00 P.M.

Motion by Basler, seconded by Schlichting, to approve and adopt the Cost Share Fee Collection Policy as presented. CARRIED.

**NEW BUSINESS:**

Supervisor Kelly made the following two-year appointments to the Board of Review:

Corrine Falls, January 1, 2020 – December 31, 2021

Mary Ann Milarch, January 1, 2020 – December 31, 2021

Debbie Earl, January 1, 2020 – December 31, 2021

Said appointments to the Board of Review approved by Lyall, Schlichting, Shagena and Basler.

The Board reviewed the Proposed On-Site Wind Energy Systems Ordinance and Solar Ordinance submitted by the Planning Commission. Both proposed ordinances will be reviewed further.

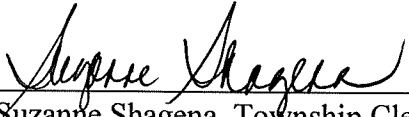
**OTHER:**

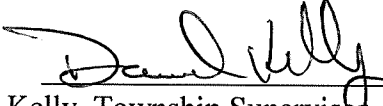
The 2020 Sanilac Township Regular Board Meeting Dates were amended to reflect a change of date for the January and March Board Meetings. The 2020 Meeting Date list will be amended and reposted.

**CORRESPONDENCE:**

Thank you note from Katie Hardison with the Port Sanilac Business Association for the use of the Township Hall for the Village Tree Lighting Ceremony.

Motion by Basler, seconded by Lyall, to adjourn the meeting at 7:15 P.M. CARRIED.

  
\_\_\_\_\_  
Suzanne Shagena, Township Clerk

  
\_\_\_\_\_  
Dan Kelly, Township Supervisor