**Fredonia Township Board Regular Meeting**

**March 18, 2024 6:30 PM**

**Fredonia Township Hall**

**8803 17 Mile Rd, Marshall, MI 49068**

MINUTES

**BOARD MEMBERS** present: Doug Damon, Supervisor Cathy Combs, Clerk JC Skowron, Treasurer  Kyler Speaker, Trustee Terry Day, Trustee

**STAFF** present: Phil Damon, Fire Chief  Jacob Washburn, Deputy Supervisor/FD Training Officer Dan Livingston Sr., Calhoun County Planning Commission  George Crandall, Twp. Planning Committee

Terry Travis, Code Enforcement Officer

**PLEDGE OF ALLIGENCE:** Led by D. Damon

**AGENDA** – Additions/Deletions: New Business: Assessor Contract Old Business: Short Tem Rentals;

**CORRESPONDENCE:** Public Health Department letter advising that our water sample testing is now yearly. Farm Bureau letter reviewing Citizens for Choice Ballot Initiative aiming at returning the siting decisions for large-scale wind solar and battery storage projects to local governments.

**MINUTES FROM PREVIOUS MONTH:** February 19, 2024

T. Day made a motion and K. Speaker supported to approve the minutes as printed. Motion carried unanimously.

**APPROVED AS READ**

**FINANCIAL REPORT-**

J. Skowron advised that percentages are good and revenue exceeds expenditures at this time. Some budget adjustments have been completed and working on budget spreadsheets for 2024-2025 fiscal year. Questions about fund balances and fire truck loan payments. J. Skowron will review and review with D. Damon.

**FILE FOR AUDIT**

**READING OF THE BILLS** by **Cathy Combs**

An invoice register report was presented and reviewed by the board. K. Speaker made a motion and T. Day supported the reading of the bills as presented. Motion carried unanimously.

**APPROVED AS READ**

**REPORTS:**

**FIRE**: There were 7 fire and 8 medical calls for the month of February 2024. Training this month included continuing education CNS (central nervous system) illnesses, and behavioral emergencies. The department also trained on two live burns with prairie grass. The department appreciates K. Speaker’s assistance with getting the new computer equipment set up in the fire office. The annual golf outing will be June 22 at Marshall Country Club. Former Chief Don Good passed away this week. Donny was on the fire department for 30 years, serving as fire chief for 7 years. Chief Damon and Captain Russell attended the funeral service. Chief Damon will be submitting the form to have Donny’s name put on the wall at the Ross Common Fireman’s memorial. This project started several years ago. Our thoughts and prayers are with the Good family during this difficult time.

**AMBULANCE**: Meeting will be on March 21. D. Damon will ask for update and report at next meeting.

**CEMETERY**: No burials for the month of February.

**ROADS**: G. Crandall – next meeting is May 14 at 7pm, will look at potential project for 2025. Project for 2024 has been set and should be receiving an invoice soon with work to be completed by August.

**ZONING/ORDINANCE**: N/A

**CODE ENFORCEMENT**: T. Travis reported that house is down on 14 ½ Mile and residents on A. Drive South are picking up some of the garbage.

**OLD BUSINESS**

\***ARPA Spreadsheet**: updated ARPA spreadsheet before we spend remaining $33,000. Auditor did state that our figures are accurate.

**\*IT Equipment/Labor:** K. Speaker provided two estimates to replace server and condense number of routers we currently have as well as provide training to the local service. Estimate provided include: Reyntec - $3880 and CCS, Inc. $16,069. Board reviewed and discussed both proposals and based on our needs and size of our township Reyntec would be a better fit. Reyntec may need additional hours to complete work and will include in motion. K. Speaker made a motion to approve an additional $3000 to the $2500 already approved and T. Day supported to accept the proposal from Reyntec. A question was asked about licensing fees and K. Speaker will inquire and report back but advised this would be standard additional fee with any company. Motion carried unanimously.

**FD Overhead doors 4 panels**: Board reviewed estimate for 4 option and with recommendation from the fire department would approve option #1, $17,800 to replace the current overhead doors. They will review with Doors Unlimited on color options. K. Speaker made a motion and C. Combs supported to accept bid from Doors Unlimited and use ARPA funding to replace in the amount of $17,800. Motion carried unanimously.

\***Cemetery Rules** – changes were from back in November. Bases and vaults used to be 24 inches and now 18inches with p-stone. A pet can be a body in a grave. Board reviewed proposed changes and compared with current rules and regulations. T. Day made a motion and K. Speaker supported to accept the changes as submitted. Motion carried unanimously.

**\*Budget Adjustment - Cemetery –** C. Combs explained addition funds needed to pay cemetery salaries. K. Speaker made a motion and T. Day supported to move a total of $5,500 to Cemetery Salaries/wages; $1,500 from electricity/sewer; $1,000 maintenance building repair, $2,500 deputy clerk salaries, $500 Board of Review salaries. Motion carried unanimously.

\***Parks and Recreation** – D. Damon provided the 2023 Parks Millage Allocation Report and 2024 Allocation request. D. Damon did send a letter requesting an extension in order to receive the 2024 allocation. K. Speaker made a motion and J. Skowron supported to allocate Parks and Recreation funds 50/50 for improvements to Brooks Nature are and Saylor’s Landing. New shed, bench and trash bins at Brooks with a plaque on shed stating donated by Fredonia Township. Security camera, signage and enhanced parking and if possible a plaque on shed stating donated by Fredonia Township.

Motion carried unanimously.

\***Short Term Rentals** – G. Crandall brought to board for approval at the January 8 meeting. Public hearing scheduled for April 10, 2024. The board needs to vote on the description of the amendment that was approved earlier. C. Combs made a motion and T. Day supported to approved the description as presented below and will submit notice to Advisor. Motion carried unanimously.

ORDINANCE NO. 2023-\_\_\_

AN ORDINACE TO AMEND IN PART AN ORDINANCE ENTITLED “FERDONIA TOWNSHIP ZONING ORDIANCE” WHICH WAS ADOPTED \_\_\_\_\_\_\_\_, AS AMENDED, TO ADD A DEFINITION TO SECTION 18.2 TITLED CONSTRUCTION OF LANGUAGE (DEFINITIONS)

FREDONIA TOWNSHIP, CALHOUN COUNTY, MICHIGAN, ORDAINS:

**Section 1. Addition/ Revision**: Section 18.2 entitled "Construction of Language (Definitions)," is added to the Zoning Ordinance, Fredonia Township, Calhoun County, Michigan, and shall read in its entirety as follows:

***Short-term rental*** – a rental of a single-family residence, a multifamily dwelling, or any unit or group of units in a condominium, for terms of not more than thirty (30) consecutive days.

S**ection 2. Publication and Effective Date**: The Township Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.

**Section 3. Conflicting Ordinances:**  All other ordinances and parts of ordinances, or amendments thereto, of Fredonia Township in conflict with the provisions of this ordinance are hereby repealed.

**Section 4. Recodification:** That the Ordinance is hereby amended to recodify the numbering of articles and sections to conform to a standard or model codification scheme established by the Ordinance.

**Section 5. Effective Date:**  This ordinance amendment shall take effect on [date], upon publication in the advisor.

**NEW BUSINESS**

**\*Budget Adjustment – Inspectors**: C. Combs advised that additional funds needed in the inspection salaries. C. Combs made a motion and K. Speaker supported to approve the budget adjustment moving funds from professional/technical to inspection-salaries in the amount of $6,000. Motion carried unanimously.

**\*Assessor Contract:** The current assessor contract expires in 2025 with a clause that either party can cancel within 60 days. They have submitted a proposal for a new contract. Therefore, the current Contract will be good through March 31, 2024. As you will notice it is a significant increase. We reached out to our previous assessor and they show an interest of returning. Both proposals include the sketching which means there will be no additional cost for this.  Our current contract has a $10 charge for sketching of each parcel sketched, but sketching has not been done the last two years.

Our current contract has the township paying $1,400 per month = $16,800 per year

V&V assessing has raised to $2,000 per month = $24,000 per year

Roger Smith is also a significant raise from what we are currently paying $1,750 per month = 21,000

Roger also has a $400 educational fee which would bring his proposal up to $21,400.

K. Speaker made a motion and T. Day supported to accept the proposal as assessor from Roger Smith effective 4/1/24. Support from audience on decision. Motion carried unanimously.

**PUBLIC COMMENT** (for any new issues) –

\*Discussion held on Short term rentals with inspections.

\*Discussion on MEC and new internet which seems to be a lot faster

**BOARD COMMENT (TIME LIMIT-3 MINUTES PER ISSUE PER PERSON**) – C. Combs asked with safety deposit closed out, what and where are the contents, also has the Supervisor and Treasurer reviewed together. J. Skowron advised contents are at her residence. C. Combs and K. Speaker advised contents are to be returned to township and put in the safe. C. Combs advised candidate packets available for township positions with deadline of 4/20 to the C. Combs.

**ADJOURNMENT**: **Supervisor Doug Damon adjourned the meeting at 8:33 PM**

Minutes prepared by Deputy Laura Miller and Clerk Cathy Combs

**Cathy Combs, Township Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: March 19, 2024**

**Doug Damon, Township Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:**