

October 5th, 2021 MEETING MINUTES  
OF THE TUSCARORA TOWNSHIP BOARD  
3546 S. Straits Highway, Indian River, MI

**Meeting called to order** at 7:12 p.m. with Pledge of Allegiance by Supervisor Ridley.

Roll call by Clerk Dawn Webb. Board members present were Mike Ridley Supervisor; Dawn Webb, Clerk; Bobbi Balazovic, Treasurer; Trustees, Janet Vance and Robert Kramer. A quorum of the board was present.

**Minutes of the September 2021 Meetings** – Minutes (Regular and Special) were accepted with addition to regular minutes for Parks and Rec investigating revenue streams. Motion to accept by Balazovic support by Webb, motion carried.

**Special Announcement** - Bob Kramer announced that this community will get a brand new 12,500 square foot Veterans Administration Clinic to be located at Exit 310 and M 68. The clinic will employ 35 people that will transfer from the Mackinaw City location that is closing.

**Adopt Agenda** - Kramer moved and Vance supported adopting the agenda with the addition of Hiring Policy discussion, motion carried.

**Public Comments on Agenda Items** - Three citizens made public comments regarding the budget posted online, in support of the Board and it's actions and the new Veterans Clinic being possible because of past investments made in sewers.

**Correspondence** – Mike Ridley reported on the letter the Township received from the American Rescue Plan announcing a \$305,000 award for COVID relief.

**Treasurer's Report**

General acct \$2,643,714.30

Tax accounts \$208,602.74

Motion to accept the Treasurers report and pay bills made by Kramer, support Webb motion carried.

**Reports:**

- **1<sup>st</sup> Quarter Budget Report** - Dawn Webb reported General and Chief Temple reported on Police Budget.
- **Police Report** – Chief Temple reported on two blight complaints that have been turned over to Twp Attorney. Also have had several larcenies of catalytic converters.
- **DDA Report** – Mike Ridley – working on the corner with landscaping and water. Still working on light poles.
- **Parks Commission** – Working on bleachers, 90% done. Working on poles for the new scoreboard for the field. Workshop meeting on Thursday 10/8 for revenue streams.
- **Planning Commission** – Mike Cherveney – nothing new but anticipates beginning to work on Master Plan in the spring.

- **FOIA** – Webb reported 16 new FOIA's since last meeting with documents/answers provided for 7 of them. Nine are pending payment billed for 13 hours of worktime.
- **Library Report** – Kelsey Rukowski reported on events in the library, this month Michigan Library Appreciation Month – stop and fill out a heart and you will get free book from the book sale room among others. Also, instructional class for stuffed pumpkins on October 19<sup>th</sup> from 5 to 7 pm.
- **Sewer** – Kramer reported that Engineer reported that we may have a commitment by the end of the month including some grant money. Also received a map the USDA will use to do the Phase II survey that will be loaded to the web. CHIRP will be sending a letter to property owners advising combining properties.

**Ethics and Conflict of Interest Policy** Resolution read to adopt the Ethics and Conflict of Interest Policy by Mike Ridley. Motion to adopt made by Kramer. Roll call: Ridley Yes, Kramer yes, Vance yes, Balazovic yes, and Webb yes. Motion carried.

**Discussion of COVID money and report** - Kramer talked about the three areas that are approved of wastewater, broadband and HVAC. Discussed purchasing a 25,000-gallon surge tank for the Sewer system for \$50K. Motion to request cost and timing to install surge tank to protect the sewer plant from hitting peak capacity Kramer support by Vance.

Discussion to develop requirements for RFP to hire an administrator that could be paid for with ARPA money to manage surge/sewer projects for next meeting. Motion to approve made by Vance support by Balazovic.

**Agenda Protocol** - Committed to try to get the agenda online the Thursday prior to meeting.

**Real Estate RFP** - Kramer proposed that we solicit companies that will market Township owned commercial properties located in the Industrial Park motion to accept by Balazovic, support by Vance – motion carried. Additional proposal to prepare a letter to MDOT giving the 180 days' notice that we intend to look into selling the Airport property east of the freeway. Motion by Kramer support by Vance opposed by Balazovic – motion carried.

**Poverty Application** – tabled.

**Hiring Policy** – Webb developed an Org Chart that will help citizens understand the reporting flow and assist with developing the policy. Motion to accept the Org chart and add it to the web made by Kramer supported by Balazovic. Should add a date.

Kramer made a motion to use the flow chart to finalize hiring policy and send questions/concerns to Mike/Dawn by Monday 10/11 so he can pass to Legal Counsel to finalize hiring policy draft for review next month support by Balazovic. Motion carried.

### **Public Comments**

- Eight citizens made public comments

### **Board Comments**

- Two board members made comments

**Motion to Adjourn**

- Made by Ridley second by Kramer meeting adjourned.

Respectfully submitted

Dawn M. Webb, Clerk

Michael Ridley, Supervisor