

**Tuscarora Township Board**  
**3546 S. Straits Hwy, Indian River, MI 49749**  
**January 23, 2023 at 11:00 AM - Township Hall**  
**Special Meeting Minutes**

**CALL TO ORDER**

The meeting was called to order by Supervisor Ridley at 11:00 am.

**ROLL CALL**

Present – Supervisor Ridley, Clerk Reidsma, Trustee Vance, Trustee Kramer, Treasurer Balazovic

Absent – None

Staff Members present: Laura Decker and Janice Dillaha

A Quorum was present.

**PUBLIC COMMENT AGENDA ITEMS**

The floor was opened to public comment on agenda items at 11:01 am.

M Cherveney – commented on proposed motions, presentation of the results of the Planning Commission survey, revising the proposed ordinance 40.

Public comment was closed at 11:06 am.

**MOTION 1:**

**MOTION:** Move to direct the Tuscarora Township Planning Commission to:

1. Submit the Master Plan to the Board of Trustees for review, comment, approval or rejection and further directs that the Master Plan will not be distributed until approval by the Board of Trustees has is obtained, and
2. Ensure the results of the Planning Commission’s survey are not released until after the Planning Commission Chairman briefs the Township Board.

Moved by Vance, seconded by Kramer

ROLL CALL VOTE: In favor – Vance, Kramer, Ridley Opposed – Balazovic, Ridley

MOTION CARRIED

**DISCUSSION:**

The purpose of the motion to communicate expectations.

Delivery of survey report by summary, video, open meeting, etc.

Data is available either by request or FOIA

Board may want to investigate legal status of the Planning Commissions before proceeding on this issue.

**Tuscarora Township Board**  
**3546 S. Straits Hwy, Indian River, MI 49749**  
**January 23, 2023 at 11:00 AM - Township Hall**  
**Special Meeting Minutes**

**MOTION 2**

**MOTION:** Move to direct the Tuscarora Township Planning Commission to:

1. In accordance with the Board Administrative and Policy Manual Chapter 4.11, submit the required Capital Improvement Plan (CIP) to the Board for prioritization and approval no later than April 15, 2023.
2. Submit the Planning Commission annual written report to the Board of Trustees no later than June 30, 2023, and then each year thereafter.
3. Provide a progress report on all items to the Board of Trustees within the required monthly report.

Moved by Vance, seconded by Kramer

ROLL CALL VOTE: In favor – Ridley, Balazovic, Vance, Kramer, Reidsma

MOTION CARRIED

**DISCUSSION**

Set expectations for agreed upon work and set deadline so that this work product can be included in the 2023-24 township budget.

Annual written report should be submitted to be included in the record.

DDA and other commissions will also have expectations and deadlines for work product.

**MOTION 3**

**MOTION:** Move to establish that all ordinances and resolutions, both new and amended, be submitted to board for review, discussion, and require a majority vote before being submitted to the township attorney for legal review.

Moved by Kramer, seconded by Reidsma

ROLL CALL VOTE: In favor – Kramer, Reidsma, Vance Opposed – Ridley, Balazovic

MOTION CARRIED

**DISCUSSION**

Planning Commission and other committees submit to the township board before going for legal review to keep costs down, prevent mis-understandings, and unify expectations.

Concern for the proposal delaying decisions.

**Tuscarora Township Board**  
**3546 S. Straits Hwy, Indian River, MI 49749**  
**January 23, 2023 at 11:00 AM - Township Hall**  
**Special Meeting Minutes**

**MOTION 4**

**MOTION:** Move to establish a new chapter to capture policy decisions from board meetings in the policy manual. These decisions should report:

Date of enactment

Subject of the policy

Moved by Kramer, seconded by Vance

ROLL CALL VOTE: In favor – Balazovic, Ridley, Reidsma, Kramer, Vance

MOTION CARRIED

**DISCUSSION**

After minutes are adopted, the consent agenda should include the new policy that does not fit in an existing chapter.

Updated manual would allow the township to revisit the order and organization of the policies in the manual.

Captures all of the policies in one place. Minutes sometimes refer to resolutions, but the resolution is not readily available.

Some policies would easily be included in the current structure, this is only if there is no obvious place to include it.

Need to establish steps for when this is appropriate. Describe the process, the board has to make the decision, agree on the wording, and the date.

**PUBLIC COMMENT**

Public comment began at 11:30 am.

P McGinnis – requested clarification on public comments going more than three minutes and consistent application of the rule. Suggested that there is a need for anger management at public meetings.

R Odenwald – requested that the Supervisor consider that the same policies cannot be equally to all committees, commissions. Requested that the new attorney weigh in on status of township commissions. Requested that the attorney and assessor be present at some public meetings. Congratulated L Decker on her promotion. Commissions answer to the citizens.

M Chervený – stated the Planning Commission does not want local zoning authority.

**Tuscarora Township Board**  
**3546 S. Straits Hwy, Indian River, MI 49749**  
**January 23, 2023 at 11:00 AM - Township Hall**  
**Special Meeting Minutes**

Public comment was closed at 11:35 am.

**BOARD COMMENT**

Three board members commented

**MOTION TO ADJOURN**

**MOTION:** Moved to adjourn by Kramer, seconded by Balazovic

MOTION PASSED by unanimous consent

Meeting adjourned at 11:39 am

Respectfully submitted,

Jay Reidsma

Tuscarora Township Clerk