

**WAYNE TOWNSHIP BOARD
REGULAR MEETING MINUTES
November 10, 2022**

1. **Call to Order:** Supervisor Butts called the meeting to order at 7:34 P.M.
2. **Attendance:** Frank Butts, present; Kurt Reich, present; Judith Fusko, present; James Griggs, present; Frank Maley, present.
Citizens: Two members (Craig Yeager and Thomas Kaslowski) of the public were present.
press: none
3. **Pledge of Allegiance:** The pledge to the United States flag was led by Trustee Griggs.
4. **Invocation:** Supervisor Butts gave the invocation.
5. **Approval of Minutes: October 3, 2022 Board Meeting: *Motion by Maley to approve the minutes of the October 3, 2022 Board Meeting as printed. Support by Fusko. Motion carried.***
6. **Treasurer's Report: General Fund Balance:** \$396,706.39; **Receipts:** \$14,848.40. **Expenditures:** \$39,776.78; **New General Fund Balance:** \$371,778.01; **Fire Department Fund Balance (includes Sinking Funds):** \$267,475.98; **Receipts:** \$41,313.80; **Expenditures:** \$2,026.59; **New Fire Department Fund Balance:** \$306,763.19; **Trust and Agency Accounts (Property Taxes, Special Assessment, and Fire Escrow) Balance:** \$283,403.62. ***Motion by Maley to accept the Treasurer's Report as printed. Support by Griggs. Motion carried.***
7. **Approval of Agenda:** Griggs requested that Security Cameras report and the need for a new router be added to the agenda. It was so approved.
8. **Guest Speaker(s):** There were no guest speakers.
9. **Public Comments:** none
10.
 - A. **Building Inspector:** There was no report from the Building Inspector.
 - B. **Zoning Administrator:** Four Zoning Permits were issued for \$120.00
 - C. **Electrical Inspector:** One Electrical Permit was issued for \$300.00.
 - D/E. **Mechanical/Plumbing Inspector:** Five Mechanical Permits and one Plumbing Permit were issued for \$1,020.00.
 - F. **Assessor:** Butts said there will be a meeting of the Board of Review on December 13. He said that the training class for Board of Review members is required every two years.
 - G. **Cemetery Report:** Craig Yeager said there had been no burials or lot/plot sales. He said the Fall cleaning of all the township cemeteries is finished. He added that there had been little storm damage over the past few weeks. Yeager was complimented by several for how good the cemeteries and Township Hall/Fire Station grounds look.
 - H. **Fire Board:** Chief Butts said that there had been 22 calls in October. He said the Fire Board had amended their budget. Butts said that the department had received the semi-annual contract payment from LaGrange Township and a grant payment from the State for \$1,212.43 for fire hose. He added that a new gas monitor has been purchased. Butts reported that all of the firemen are trained on Active 911. The Chief said that the firemen had two trucks participate in Halloween activities with a party held at the fire station including two costume contests (adult and youth). He reported that about \$1,800.00 has been collected from Cost Recovery so far which is helpful to pay the higher cost of diesel fuel.
 - I. **Blight Inspector:** The Board has received a report from Zoning Solutions. Butts noted that progress is being made on several difficult cases of blight.
 - J. **Unsafe Building(s):** There was no news on the Morton St. a-frame.
 - K. **Zoning Violations:** There were no violations.
 - L. **Planning Commission:** The next meeting is in December.
 - M. **Zoning Board of Appeals:** No new hearings have been scheduled.
 - N. **Dowagiac District Library:** Reich said the library continues to operate well.
 - O. **Emergency Services Authority:** Butts said two monthly reports have been received. He reported that the next contract will be a challenge due to higher costs and staff shortages.
 - P. **Treasurer:** Fusko had another excellent written report. She said that the township had just received its largest revenue sharing check. Fusko said that the winter newsletter has gone "to press."
 - Q. **Clerk:** Reich said no budget amendments are needed this month. He reported that 1,013 residents had voted in the election and that despite major problems in the morning due to changes made by the Bureau of Elections, the ballot count balanced at the end of voting.
 - R. **Supervisor:** Supervisor Butts reported as follows: (1.) a house on Davis Lane which had been mistakenly sold as a Bed and Breakfast—which is really another term for a Short Term Rental, is causing a problem because the township's Zoning Ordinance does not allow for it. Fusko said the township needs to know how many Short Term Rentals exist already and make a list of

them. This prompted a discussion of the issue and an estimate that there are several (both Mark Davis and Scott Saunders were present to participate in the discussion and the estimate); (2.) there is more interest in solar farms; (3.) the County Land Bank is participating in a Blight Elimination program which offers local municipalities grants to help pay for working on cleaning up areas of blight; (4.) he received a request from a resident on Roth Road for a "Blind Person Present" sign. He said he had contacted the Road Commission and was informed that they have a ready-made batch of "Handicapped Person Present" signs and may be willing to put one up at no cost to the township with an answer in a couple of days; (5.) the 911 dispatch center took 14,000 calls in the last three months.

S. Township Website: Scott Saunders requested that the township's mailing address be put on the website.

T. Meanders: Maley said there has been no activity.

10. **Payment of Bills:** *Motion by Fusko to pay the list of bills. Support by Maley. Motion carried.*

11. **Old Business:**

A. ARPA Funds: There was no update/report.

B. Security Cameras: Griggs reported that four security cameras with a router switch had been installed. He said that Kerry Collins had recommended that the township purchase a new router because the current one is too slow. Griggs said that a new router would probably cost between \$400.00 and \$500.00. He did say there may be a shortage of routers which will have an effect on the price. There was a discussion of the possible price. *Motion by Butts to pay up to \$1,000.00 for a new router with required incidentals. Support by Fusko. Motion carried.* The discussion of the router prompted a discussion of the need for a new battery back-up for the phone system. Griggs said a new battery should cost between \$30.00 and \$40.00. *Motion by to Butts to pay up to \$50.00 for a new battery. Support by Fusko. Motion carried.*

12. **New Business**

A. Pay for the Building Inspector: With the new Building Permit Fees in place, Butts said the Board needs to address pay for the Building Inspector. Scott Saunders said that he had figured a fee based on twelve hours per week in the township and used the State's low end pay scale to arrive at \$16,200.00 per year which would equal \$1,350.00 per month. He said the fee would include all training costs. *Motion by Reich to accept the proposed pay schedule with it to start in December which will show up on the January pay check. Support by Maley. Motion carried.*

B. Zoning Permit Fee Updated: *Motion by Butts to set the Zoning Permit Fee for decks, fences, sheds, signs, swimming pools, and farm agricultural buildings at \$35.00 and \$75.00 for new homes, garages, additions, and manufactured/modular homes. Support by Fusko. Motion carried.*

C. Pay for the Zoning Administrator: The current pay for the Zoning Administrator is \$300.00 per month. *Motion by Griggs to raise the Administrator's pay to \$350.00 per month. Support by Maley. Motion carried.*

D. Request for a Deaf Person Sign: see Supervisor's report

E. Road Commission Road Tour: Butts said that the Road Commission is once again going to take township officials on a tour of township roads to help plan for road projects next year. Everyone agreed that the past road tours had been very helpful. There was a brief discussion and a consensus was reached for the tour to be December 7 at 2:00 P.M.

F. Door Closure: Reich said that there was a request for a door closure to be put on the "new" exit door used for elections. There was a discussion of what type of closure is needed for that door. Griggs will look for the extra door hinge left from a closure he had installed on the previous exit door and see if it would work on the heavier outside door. It was agreed that there was plenty of time to work on that request.

13. **Public comments: Thomas Jaslowski:** Jaslowski said that there is a camper on his road (O'Keefe) which is being lived in even though there is no water or sewer hooked up to it. Butts said that he will have the Zoning Administrator, Mark Davis, look into it (the current Zoning Ordinance does not permit campers to be lived in except for brief periods of time).

14. **Adjournment:** Supervisor Butts adjourned the meeting at 9:15 P.M.
Kurt Reich, Clerk