

**WAYNE TOWNSHIP BOARD
REGULAR MEETING MINUTES
January 2, 2023**

1. **Call to Order:** Supervisor Butts called the meeting to order at 7:31 P.M.
2. **Attendance:** Frank Butts, present; Kurt Reich, present; Judith Fusko, present; James Griggs, present; Frank Maley, present.
Citizens: One member (Craig Yeager) of the public was present.
press: none
3. **Pledge of Allegiance:** The pledge to the United States flag was led by Trustee Griggs.
4. **Invocation:** Clerk Reich gave the invocation.
5. **Approval of Minutes: December 5, 2022 Board Meeting: *Motion by Fusko to approve the minutes of the December 5, 2022 Board Meeting as printed. Support by Maley. Motion carried.***
6. **Treasurer's Report: General Fund Balance: \$403,850.37; Receipts: \$13,220.96; Expenditures: \$22,767.54; New General Fund Balance: \$394,303.79; Fire Department Fund Balance (includes Sinking Funds): \$289,665.13; Receipts: \$702.46; Expenditures: \$1,541.00; New Fire Department Fund Balance: \$288,826.59; Trust and Agency Accounts (Property Taxes, Special Assessment, and Fire Escrow) Balance: \$457,950.40. *Motion by Butts to accept the Treasurer's Report as printed. Support by Griggs. Motion carried.***
7. **Approval of Agenda: *Motion by Griggs to approve the agenda as printed. Support by Fusko. Motion carried.***
8. **Guest Speaker(s):** There were no guest speakers.
9. **Public Comments:** none
10.
 - A. **Building Inspector:** Butts said that he had received nine Building Permit receipts.
 - B. **Zoning Administrator:** Butts said that there had been four Zoning Permits issued with the Building Permits.
 - C. **Electrical Inspector:** Five Electrical Permits were issued for \$1,144.00.
 - D/E. **Mechanical/Plumbing Inspector:** Two Mechanical Permits were issued for \$310.00. One Plumbing Permit was issued for \$195.00.
 - F. **Assessor:** Butts said the Board of Review had taken four petitions at its December 13 meeting. He said the dates for the spring meetings of the Board of Review had been set. The organizational meeting will take place on March 7. The two business meetings are set for March 13 and March 17. Butts said that the members of the Board of Review had their two year training last year so they do not have to have training this year.
 - G. **Cemetery Report:** Tammy Yeager said there had been one cremation burial (held on a Saturday for Julius Blassingame) and no plots or lots had been sold.
 - H. **Fire Board:** Chief Butts said there had been 13 runs in December. Butts said the Fire Board had met, paid the bills and amended their budget. He said he will serve as Chief until March.
 - I. **Blight Inspector:** There was no report.
 - J. **Unsafe Building(s):** There was no news on the Morton St. a-frame.
 - K. **Zoning Violations:** Davis is still looking into a reported violation involving a camper located on the north end of O'Keefe St. that is being lived in by two individuals.
 - L. **Planning Commission:** The Planning Commission had met on December 15, 2022. They discussed a Solar Ordinance and the members were told that Butts has a book they could "check out" for a short time to study the parts they need to; Griggs informed the members that the township's web site has a link to the Cass County Master Plan where the township's Master Plan is located; Craig Schmidt went over the Short Term Rental Ordinance he has been working on and members suggested amendments. More discussion will take place at the March meeting; it was suggested that the township compile a list of properties being used as Short Term rentals and/or Bed and Breakfasts.
 - M. **Zoning Board of Appeals:** No new hearings have been scheduled.
 - N. **Dowagiac District Library:** Reich said the library continues to operate well. He said that he had not been able to attend the last two meetings because of problems with his leg. He added that the meetings are held after the sun is down in the winter and with the possibility of snow which is dangerous for him to navigate with a walker, it is hard to attend the meetings. He said that he would hate to resign from the library board. He said he would talk to the director for possible options.
 - O. **Emergency Services Authority:** Butts said no report had come in but that he knows the ambulance service has been very busy.
 - P. **Treasurer:** Fusko had another excellent written report. She explained different tax levies to the Board.

- Q. **Clerk:** Reich said that one budget amendment is needed this month. He said that due to the larger fee paid to the Building Inspector, the budget would need to be increased by \$2,100.00 for the remaining two months of the fiscal year. **Motion by Judith Fusko to increase the Building Inspector's Fee line item by \$2,100.00. Support by Frank Maley. Roll call vote: Judith Anne Fusko, yes; Frank Maley, yes; James K. Griggs, yes; Frank L. Butts, yes; Kurt E. Reich, yes. With five yes votes and zero no votes, the Supervisor declared the motion to amend the budget had passed.**
- R. **Supervisor:** Supervisor Butts reported as follows: (1.) said that the township had received a letter from the Liquor Control Commission concerning the transfer of the liquor license held by Cranky Hanks to the new owner of the store; (2.) reported that AEP had requested that its customers conserve electricity to avoid possible future rolling blackouts.
- S. **Township Website:** Griggs led a discussion about having enhanced security for the router. He he had added the township's address to the website as requested by Scott Saunders and that he had added all the Board Meeting minutes sent to him by Reich as well as the Winter newsletter. There was a discussion about scanning using the new color printer.
- T. **Meanders:** Maley said no meeting had been held and no meeting has been scheduled.
10. **Payment of Bills: Motion by Maley to pay the list of bills. Support by Griggs. Motion carried.**
11. **Old Business:**
- A. **ARPA Funds:** There was no update/report on the list of recommendations until the Budget Work Session.
- B. **Road Commission Road Tour:** The Road Tour led by the Road Commission Manager and Engineer was discussed. They said Wayne Township will be awarded \$58,000.00 in matching funds this year. Butts said the Road Commission had not sent any further information about the roads which had been discussed.
- A. **Appointments/Reappointments: Planning Commission (3 year term):** (Bob Longway's term was accidentally left off the December agenda.) **Motion by Reich to appoint Bob Longway to the Planning Commission. Support by Maley. Motion carried.**
- B. **Resolution R-23-01-01, A Resolution to Waive Penalty and Interest for Failure to File a Property Transfer Affidavit:** Butts explained the purpose of the resolution and there were no questions or comments. **Motion by James Griggs to adopt the resolution. Support by Frank Maley. Roll call vote: James K. Griggs, yes; Frank L. Butts, yes; Kurt E. Reich, yes; Judith Anne Fusko, yes; Frank Maley, yes. With five yes votes and zero no votes, Butts declared the resolution adopted.**
- C. **Resolution R-23-01-02, A Resolution to Adopt Homestead Poverty Guidelines and the following: a Policy and Application for Exemption from Property Taxes; a Policy and Procedure Under Which the Assessor's Office is Accessible to Taxpayers; Supervising of the Assessment Roll Policy; an Application for MCL 211.78u Poverty Exemption; a Poverty Exemption Affidavit; an Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty; a Request For Approval of Percentage Reduction in Taxable Value For Poverty Exemptions Under MCL 211.7u; an Authorization For Verification; and Allowing Local Residents to Protest in Writing: Motion by Frank Butts to adopt the resolution. Support by Judith Fusko. Roll call vote: Frank L. Butts, yes; Kurt E. Reich, yes; Judith Anne Fusko, yes; Frank Maley, yes; James K. Griggs, yes. With five yes votes and zero no votes, Butts declared the resolution adopted.**
- D. **Budget Work Session:** There was a discussion of when to hold the annual Budget Work Session. There was a consensus to hold the Budget Work Session on Monday, February 20, 2023 at 7:00 P.M.
13. **Public comments:** There were no Public Comments.
14. **Adjournment: Motion by Maley to adjourn the meeting. Support by Griggs. Motion carried.**
The meeting was officially adjourned at 8:35 P.M. but there was a ten minute discussion about the north end of O'Keefe Rd. where Craig Yeager lives to enhance security for the residents along the road. No decision was made.

Kurt Reich, Clerk