

MEMBERS PRESENT: CRAWFORD, OPRITA, BUECHLER, BRADLEY, KISH, BRUCKNER AND ARMBRUSTER

MEMBERS ABSENT: NONE

ALSO PRESENT: PAT SMITH, FIRE CHIEF  
 LIZ AUSTIN, AP/AR/GL/PAYROLL CLERK  
 GREG RANDALL, DPW SUPERINTENDENT  
 MARK SMITH, GROUNDS MAINTENANCE  
 SHARON WILTON, ZONING ADMINISTRATOR/COMMUNITY DEVELOPMENT DIRECTOR  
 LISA SHAGENA, ASSESSOR  
 PATTI BUNDY, UTILITY BILLING CLERK  
 MIKE PETRICK, PARKS COMMISSION  
 ROB MONTGOMERY, ZONING BOARD OF APPEALS  
 ADAM VANDERFEYST

7:00 P.M. SUPERVISOR OPENED THE PUBLIC HEARING TO REVIEW THE PROPOSED 2022 BUDGET; and continued discussion from where the Board left off on the Budget Workshop before proceeding with the Regular Agenda, at this time:

**2022 BUDGET WORK SESSION DISCUSSION, CONTINUED:**

- POLICE PROTECTION FUND
- PARKS MILLAGE FUND
- TRASH AND RECYCLING FUND
- BUILDING DEPARTMENT FUND
- BLUE WATER AREA TRANSPORTATION FUND
- FIRE EQUIPMENT REPLACEMENT FUND
- MAINTENANCE & IMPROVEMENT FUND
- WATER & SEWER FUND

Motion by Oprita, seconded by Bruckner, to approve the Minutes of the REGULAR MEETING of November 3<sup>rd</sup>, 2021, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

**CITIZENS WISHING TO ADDRESS THE BOARD:** \* NONE

**APPROVAL OF AGENDA:**

Motion by Armbruster, seconded by Kish, to approve the Agenda, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

**TREASURER'S REPORT:**

GENERAL FUND	\$ 2,321,468.55
FIRE DEPARTMENT FUND	\$ 854,146.44
FIRE CAPITAL IMPROVEMENT FUND	\$ 88,032.21
POLICE PROTECTION FUND	\$ 388,283.47
TRASH / RECYCLING FUND	\$ 132,877.23
BUILDING DEPARTMENT FUND	\$ 70,362.23
UTILITY RECEIVING FUND	\$ 1,269,292.26
TOTAL	\$ 5,124,462.39
MISCELLANEOUS PROJECTS	\$ 1,741,104.70
GRAND TOTAL	\$ 6,865,747.09

Treasurer Oprita noted that the Township has received its 1<sup>st</sup> half of ARPA Funds; the remaining funds should be received in 2022.

Motion by Armbruster, seconded by Kish, to receive the Treasurer's Report, as given. Roll Call Vote, 7/0. **MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 6,865,747.09.**

\* According to Section 6 of the Charter Township of Fort Gratiot By-Laws adopted 02/20/2003.

**BILLS PRESENTED FOR APPROVAL:**

GENERAL FUND	\$ 31,456.89
FIRE DEPARTMENT FUND	\$ 2,338.73
FIRE CAPITAL IMPROVEMENT FUND	\$ 0.00
POLICE PROTECTION FUND	\$ 80,449.50
TRASH / RECYCLING FUND	\$ 0.00
BUILDING DEPARTMENT FUND	\$ 0.00
UTILITY RECEIVING FUND	\$ 12,234.40
TOTAL	\$ 126,479.52
MISCELLANEOUS PROJECTS (MAINT. & IMP.)	\$ 11,475.00
GRAND TOTAL	\$ 137,954.52

Motion by Bradley, seconded by Armbruster, to pay bills, as presented. Roll Call Vote, 7/0. **MOTION PASSED.**  
**BILLS APPROVED IN THE AMOUNT OF \$ 137,954.52.**

**SHERIFF DEPARTMENT REPORT:** Given by representative of Sheriff Department: Captain Matt Pohl

Total Calls for Service for the month of October, 2021, (411). Number of Patrol Hours, (1116). 32 Animal Complaint; 2 Assault & Battery; 26 Assist Other Depts.; 115 Assist Public; 28 B&E/Alarm; 1 Child Abuse/Neglect; 8 Disorderly Persons; 15 Domestic Assault; 8 Fraud; 10 Harassment & Threats; 10 Juvenile Matter; 6 Larceny; 6 MDOP; 1 Narcotics; 1 PI Traffic Crash; 34 PD Traffic Crash; 11 Retail Fraud; 1 Sex Offense; 27 Suspicious Incidents; 2 Trespasser; 96 Misc.: School Checks/Warrant Arrests/Follow-up/BOL, 911 Hang-ups, etc.; 100 Traffic Stops; 39 Tickets Issued.

**CITIZENS WISHING TO ADDRESS THE SHERIFF:** \* NONE

**FIRE DEPARTMENT REPORT:** Total runs for the month of September, 2021 (154). 4 Fire; 94 Rescue/Emergency Medical Service; 35 Hazardous Condition (No Fire); 3 Service Calls; 11 Good Intent Calls; 7 False Alarm/False Calls. Total Cost, \$ 27,039.25.

Total runs for the month of October, 2021 (134). 1 Fire; 98 Rescue/Emergency Medical Service; 8 Hazardous Condition (No Fire); 7 Service Calls; 10 Good Intent Calls; 10 False Alarm/False Call. Total Cost, \$ 20,371.00.

**BUILDING DEPARTMENT REPORT:** Total permits issued for the month of October, 2021, (16). 1 New Home (Val. 135,000); 9 Residential Addition/Alteration/Repair (Val. 92,681); 1 Residential Accessory Structure (Val. 12,000); 1 Fence (Val. 9,700); 1 Pool (Val. 40,000); 1 Commercial Addition/Alteration/Repair (Val. 81,000); 2 Signs (Val. 70,896). Total Valuation, \$ 441,277.00. Total Fees, \$ 4,293.25.

**PLUMBING/MECHANICAL INSPECTOR'S REPORT:** Total permits issued for the month of October, 2021, (9). 7 Mechanical (980.00); 2 Plumbing (233.00). Total Fees, \$ 1,213.00.

**ELECTRICAL DEPARTMENT REPORT:** Total permits issued for the month of October, (10). Total Fees, \$ 1,659.00.

**ORDINANCE ENFORCEMENT OFFICER REPORT:** Total complaints for the month of October, 2021, (19). 7 Blight; 4 High Grass/Noxious Weeds; 5 RV Storage/Parking; 1 Sheriff's Dept. - Animal Cruelty; 1 Unlicensed Vehicle; 3 Misc. Code Violation - Possible Soil Contamination. Total Hours, 32.5. Total Miles, 69.

**CORRESPONDENCE:**

1. Letter from COMCAST - Effective December 31, 2021, NBC Sports Network (NBCSN) will cease operations.

Motion by Bruckner, seconded by Kish, to accept Reports and Correspondence, as presented. Vote, Unanimous.  
**MOTION PASSED.**

**PUBLIC HEARING(S):**

1. PROPOSED 2022 BUDGET REVIEW:

DEPARTMENT	PROPOSED 2022 BUDGET 3%
TOTAL REVENUES	10,394,170
GENERAL FUND (DEPT. 101-000)	217,500
TOWNSHIP BOARD (DEPT. 101-101)	56,284
SUPERVISOR (DEPT. 101-171)	112,956
CEMETERY (DEPT. 101-209)	56,993
CLERK (DEPT. 101-215)	247,446
BOARD OF REVIEW (DEPT. 101-247)	2,723
TREASURER (DEPT. 101-253)	185,496
ASSESSOR (DEPT. 101-257)	205,626
ELECTIONS (DEPT. 101-262)	53,850
GENERAL FUND OPERATIONS (DEPT. 101-265)	340,336
ORDINANCE ENFORCEMENT (DEPT. 101-282)	7,274
PASSPORT (DEPT. 101-283)	2,860
DRAINS-AT-LARGE (DEPT. 101-445)	73,395
VELMA DRIVE (DEPT. 101-446)	760
GENERAL FUND STREET LIGHTING (DEPT. 101-448)	249,756
COMMUNITY PLANNING & ZONING (DEPT. 101-721)	107,080
ZONING BOARD OF APPEALS (DEPT. 101-722)	11,979
PLANNING COMMISSION (DEPT. 101-723)	23,054
PARKS COMMISSION (DEPT. 101-751)	97,380
DOG PARK (DEPT. 101-753)	0
TOWNSHIP GROUNDS MAINTENANCE (DEPT. 101-756)	397,453
POINTE COMMUNITY BUILDING (DEPT. 101-806)	29,952
WATER SHED PLAN (DEPT. 101-960)	4,500
FIRE DEPARTMENT FUND (DEPT. 206)	1,178,634
POLICE FUND (DEPT. 207)	999,113
PARKS MILLAGE (DEPT. 208)	52,000
TRASH FUND (DEPT. 226)	723,456
BUILDING DEPARTMENT FUND (DEPT. 249)	163,979
BWATC FUND (DEPT. 250)	282,173
FIRE EQUIPMENT REPLACEMENT FUND (DEPT. 403)	362,023
MAINTENANCE & IMPROVEMENT FUND (DEPT. 495)	389,585
WATER / SEWER FUND (DEPT. 592)	3,730,230
TOTAL EXPENDITURES	10,365,846
TOTAL REVENUES LESS EXPENDITURES	28,324.00

Supervisor Crawford asked for citizen comments, questions and/or objections to the Proposed 2022 Budget, at this time.

Rob Montgomery asked about the anticipated Fund Balance for this calendar year.

Supervisor Crawford answered it is difficult to say, due to the fact that the Township receives 2021 bills that are paid in January. The Township is well below budgeted spending for 2021; revenue has been what was anticipated for 2021.

Mr. Montgomery stated he still feels that in budgeting for 2022, the Board should allot the Fire Department the \$110,000 that would be necessary to escalate the existence of 24 hour shifts, either between the 1.1 million COVID money or the General Fund Revenue or Fund Balance. He doesn't see it being a surmountable task for \$110,000. It is something that should be looked at and considered. It seems like something more of a necessity that we should be looking at.

After hearing no further citizen comments, questions and/or objections to the Proposed 2022 Budget, a Motion was made by Bradley, seconded by Bruckner, to close the Public Hearing to review and hear citizen comments, questions and/or objections to the Proposed 2022 Budget. Time, 7:33 o'clock p.m. Vote, Unanimous. **MOTION PASSED. PUBLIC HEARING CLOSED.**

**PUBLIC HEARING, CONTINUED:**

**BOARD DISCUSSION:**

Supervisor Crawford noted that, normally, the Board would hold its discussion at this point. However, we still have some numbers to put into place that could change the 2022 numbers. **Therefore, the Board will not be taking any action to adopt the Budget, at this time.**

Trustee Kish, enquired about the 3% increase to wages.

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS:**

1. Motion by Kish, seconded by Buechler, to accept the estimate, from St. Clair County RESA Information Technology, for the upgrading to new switches and rebuilding the current network rack, at an estimated cost of \$7,424.11.

POINTS OF DISCUSSION: \* Labor (approx. \$2,300) is included in our current contract.

Roll Call Vote, 7/0. **MOTION PASSED.**

2. Motion by Bradley, seconded by Kish, to approve the Fire Chiefs request to hire Adam VanderFeyst, as Probationary Member, following the pay structure approved by the Township Board in the Fire Departments SOG's, effective immediately.

POINTS OF DISCUSSION: \* Mr. VanderFeyst comes with Fire Fighter I & II Certification and Hazmat Ops.  
\* Chief Smith stated this will put the Department's total membership at 20, with paid-on-call membership at 16.

Roll Call Vote, 7/0. **MOTION PASSED.**

3. Motion by Kish, seconded by Oprita, to approve the Fire Chiefs request to approve the "Saint Clair County MABAS Division #3207" and "Saint Clair County Association of Fire Chiefs Mutual Aid Agreement", as presented.

POINTS OF DISCUSSION: \* Same Agreement that was signed in 2017; no changes to the Agreement but needs updated signatures from each community.

Roll Call Vote, 7/0. **MOTION PASSED.**

4. Motion by Kish, seconded by Armbruster, approve creating independent stipend/job description for Planning Commission Recording Secretary and ZBA Recording Secretary; and to have pay set as an annual stipend of \$4,010.00 per year for PC Recording Secretary, and \$3,874.00 for ZBA Recording Secretary.

POINTS OF DISCUSSION: \* Recording Secretary job descriptions were included in the jobs of Building Dept. Clerk and Zoning Administrator, and is currently set up that 10% of that employees salary is paid from Planning/Zoning for these duties. It was not structured as a stipend paid in addition to the wages for Zoning Administrator and/or Building Department Clerk.  
\* Currently Liz is performing the ZBA Recording Secretary duties, and Sharon is acting as PC Recording Secretary.  
\* Separating out these duties and compensation will ensure that the employee is fairly compensated.

Roll Call Vote, 7/0. **MOTION PASSED.**

**BOARD DISCUSSION:**

- 50<sup>th</sup> Year Memorial for the tunnel victims on December 11<sup>th</sup>, 2021 at the Fort Gratiot County Park at 2:30 p.m.
- Stuff the Bus box located in lobby of Fort Gratiot Municipal Center.
- Annual United Way Fundraiser; now at \$600 over 2020.
- Township Christmas Party on December 10<sup>th</sup>, 2021 at the new Pace Facility at 5:30 p.m.
- 10:00 a.m. meeting tomorrow (11/18/2021) regarding Parker Road waterline extension.
- December Property Tax Notices being printed.
- Black Friday - timing of traffic signals.
- Tree still down at the M-25/Lakeshore Road intersection.
- Pointe Community Center roof repair and replacement.

**CITIZENS WISHING TO ADDRESS THE BOARD:**

Chief Smith announced that the new Rescue truck is in and everyone is welcome to come by and look at it. It probably won't go into service until Monday to allow training and placement of equipment.

Mike Petrick announced a virtual *Turkey Hunt* (14 turkeys) currently going on along the bike path that have been decorated by different sponsors. Mr. Petrick invited everyone to come out and vote for the best turkey. The Parks Commission will also be doing the Annual Christmas Lighting Contest this year.

Supervisor Crawford also noted that the Township is still waiting for the fencing to come in for the repair to the K-9 Commons Dog Park.

Motion by Kish, seconded by Bruckner, to adjourn. Time, 7:56 o'clock p.m. Vote, Unanimous. **MOTION PASSED. MEETING ADJOURNED.**



ROBERT D. BUECHLER, CLERK  
FORT GRATIOT CHARTER TOWNSHIP

RDB/RCC/vo

ROBERT C. CRAWFORD, SUPERVISOR  
FORT GRATIOT CHARTER TOWNSHIP