

MEMBERS PRESENT: CRAWFORD, OPRITA, BRADLEY, KISH, BRUCKNER AND ARMBRUSTER  
 MEMBERS ABSENT: BUECHLER  
 ALSO PRESENT: LISA SHAGENA, ASSESSOR & BILL SHAGENA, FIRE DEPARTMENT CAPTAIN  
 PATTY BUNDY, UTILITY BILLING CLERK / ORDINANCE ENFORCEMENT OFFICER  
 JACKIE SMITH, TIMES HERALD REPORTER  
 NICK PREVOST, FIRE DEPARTMENT  
 JACOB PLATZER, FIRE DEPARTMENT

Motion by Kish, seconded by Bruckner, to approve the Minutes of the SPECIAL MEETING of December 7, 2022 as printed and posted; and the REGULAR MEETING of December 7<sup>th</sup>, 2022, as printed and posted. Vote, Unanimous.  
**MOTION PASSED.**

CITIZENS WISHING TO ADDRESS THE BOARD: \* NONE

**APPROVAL OF AGENDA:**

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

**TREASURER'S REPORT:**

|                               |                 |
|-------------------------------|-----------------|
| GENERAL FUND                  | \$ 1,866,396.26 |
| FIRE DEPARTMENT FUND          | \$ 971,506.17   |
| FIRE CAPITAL IMPROVEMENT FUND | \$ (7,810.12)   |
| POLICE PROTECTION FUND        | \$ 206,033.33   |
| TRASH / RECYCLING FUND        | \$ 88,806.92    |
| BUILDING DEPARTMENT FUND      | \$ 92,627.33    |
| UTILITY RECEIVING FUND        | \$ 1,864,255.71 |
| TOTAL                         | \$ 5,081,815.60 |
| MISCELLANEOUS PROJECTS        | \$ 1,087,083.03 |
| GRAND TOTAL                   | \$ 6,168,898.63 |

Motion by Bruckner, seconded by Bradley, to receive the Treasurer's Report, as given. Roll Call Vote, 6/0.  
**MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 6,168,898.63.**

**BILLS PRESENTED FOR APPROVAL:**

|  |               |
|--|---------------|
| GENERAL FUND                           | \$ 57,987.44  |
| FIRE DEPARTMENT FUND                   | \$ 3,437.14   |
| FIRE CAPITAL IMPROVEMENT FUND          | \$ 0.00       |
| POLICE PROTECTION FUND                 | \$ 0.00       |
| TRASH / RECYCLING FUND                 | \$ 0.00       |
| BUILDING DEPARTMENT FUND               | \$ 106.00     |
| UTILITY RECEIVING FUND                 | \$ 19,413.19  |
| TOTAL                                  | \$ 80,943.77  |
| MISCELLANEOUS PROJECTS (PARKS MILLAGE) | \$ 15,000.00  |
| (MAINT. & IMP.)                        | \$ 16,051.00  |
| GRAND TOTAL                            | \$ 111,994.77 |

Motion by Oprita, seconded by Kish, to pay bills, as presented. Roll Call Vote, 6/0. **MOTION PASSED.**  
**BILLS APPROVED IN THE AMOUNT OF \$ 111,994.77.**

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

**SHERIFF DEPARTMENT REPORT:** Given by representative of Sheriff Department: Sheriff's Deputy, Dave Wright

Total Calls for Service for the month of November, 2022, (534). Number of Patrol Hours, (1080). 4 Animal Complaint; 2 Assault & Battery; 33 Assist Other Depts.; 225 Assist Public; 21 B&E/Alarm; 2 Child Abuse/Neglect; 18 Disorderly Persons; 7 Domestic Assault; 4 Fraud; 5 Harassment & Threats; 6 Juvenile Matter; 5 Larceny; 3 MDOP; 2 PI Traffic Crash; 40 PD Traffic Crash; 7 Retail Fraud; 2 Stolen Vehicle; 25 Suspicious Incidents; 4 Trespasser; 119 Misc.: School Checks/Warrant Arrests/Follow-up/BOL, 911 Hang-ups, etc.; 119 Traffic Stops; 68 Tickets Issued.

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

**FIRE DEPARTMENT REPORT:** Total runs for the month of November, 2022, (125). 10 Fire; 93 Rescue/EMS; 7 Hazardous Condition (No Fire); 2 Service Calls; 5 Good Intent Calls; 8 False Alarm/False Call. Total Cost, \$19,064.90.

**BUILDING DEPARTMENT REPORT:** Total permits issued for the month of November, 2022, (14). 7 Residential Addition/Alteration/Repair (Val. 493,774); 3 Accessory Structure (Val. 9,800); 2 Fence (Val. 5,500); 1 Commercial Sign (Val. 30,000); 1 Commercial Zoning Compliance (Val. 180). Total Valuation, \$ 539,254.00. Total Fees, \$ 4,053.50.

**PLUMBING/MECHANICAL INSPECTOR'S REPORT:** Total permits issued for the month of November, 2022, (17). 12 Mechanical (1,775.00); 6 Plumbing (638.00). Total Fees, \$ 2,413.00.

**ELECTRICAL DEPARTMENT REPORT:** Total permits issued for the month of November, 2022, (8). Total Fees, \$ 1,669.00.

**ORDINANCE ENFORCEMENT OFFICER REPORT:** Total Complaints for the month of November, 2022, (12). 5 Blight; 1 RV Storage/Parking; 6 Misc. Ordinance Violations. Total Hours, NOT INDICATED. Total Miles, 19.

**CORRESPONDENCE:** NONE

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

**PUBLIC HEARING(S):** NONE

**UNFINISHED BUSINESS:**

1. PROPOSED 2023 BUDGET RESOLUTION 2022-023:

| DEPARTMENT                                   | PROPOSED 2023 BUDGET<br>3.5% |
|--|------------------------------|
| TOTAL REVENUES                               | 11,197,056                   |
| GENERAL FUND (DEPT. 101-000)                 | 305,500                      |
| TOWNSHIP BOARD (DEPT. 101-101)               | 57,617                       |
| CEMETERY TRUST FUND (DEPT. 101-151)          | 0                            |
| SUPERVISOR (DEPT. 101-171)                   | 119,547                      |
| CEMETERY (DEPT. 101-209)                     | 59,937                       |
| CLERK (DEPT. 101-215)                        | 258,579                      |
| BOARD OF REVIEW (DEPT. 101-247)              | 3,273                        |
| TREASURER (DEPT. 101-253)                    | 201,991                      |
| ASSESSOR (DEPT. 101-257)                     | 223,676                      |
| ELECTIONS (DEPT. 101-262)                    | 28,750                       |
| GENERAL FUND OPERATIONS (DEPT. 101-265)      | 378,872                      |
| ORDINANCE ENFORCEMENT (DEPT. 101-282)        | 9,793                        |
| PASSPORT (DEPT. 101-283)                     | 3,600                        |
| DRAINS-AT-LARGE (DEPT. 101-445)              | 74,216                       |
| VELMA DRIVE (DEPT. 101-446)                  | 760                          |
| GENERAL FUND STREET LIGHTING (DEPT. 101-448) | 147,001                      |
| COMMUNITY PLANNING & ZONING (DEPT. 101-721)  | 90,135                       |
| ZONING BOARD OF APPEALS (DEPT. 101-722)      | 10,661                       |
| PLANNING COMMISSION (DEPT. 101-723)          | 27,701                       |
| PARKS COMMISSION (DEPT. 101-751)             | 105,330                      |
| DOG PARK (DEPT. 101-753)                     | 0                            |
| TOWNSHIP GROUNDS MAINTENANCE (DEPT. 101-756) | 432,810                      |
| POINTE COMMUNITY BUILDING (DEPT. 101-806)    | 26,295                       |
| WATER SHED PLAN (DEPT. 101-960)              | 4,500                        |
| FIRE DEPARTMENT FUND (DEPT. 206)             | 1,482,927                    |
| POLICE FUND (DEPT. 207)                      | 1,023,580                    |
| PARKS MILLAGE (DEPT. 208)                    | 50,780                       |
| TRASH FUND (DEPT. 226)                       | 756,780                      |
| BUILDING DEPARTMENT FUND (DEPT. 249)         | 191,333                      |
| BWATC FUND (DEPT. 250)                       | 293,062                      |
| FIRE EQUIPMENT REPLACEMENT FUND (DEPT. 403)  | 109,694                      |
| MAINTENANCE & IMPROVEMENT FUND (DEPT. 495)   | 487,900                      |
| WATER / SEWER FUND (DEPT. 592)               | 3,863,246                    |
| TOTAL EXPENDITURES                           | 10,829,846                   |
| TOTAL REVENUES LESS EXPENDITURES             | 367,210.00                   |

Motion by Kish, seconded by Oprita, to adopt the Proposed 2023 Budget Resolution (2022-023) of the Fort Gratiot Charter Township, **by Department Level**, as noted above, totaling \$10,829,846. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-023, ADOPTED.**

2. Motion by Kish, seconded by Bruckner, to approve the *Termination Agreement* between Fort Gratiot Charter Township and Fort Gratiot Little League, as presented. Roll Call Vote, 6/0. **MOTION PASSED.**

**NEW BUSINESS:**

1. Motion by Armbruster, seconded by Oprita, to approve the Fort Gratiot Charter Township and Fort Gratiot Little League Robert E. Crawford State Road Ball Fields 2023 User Agreement. Roll Call Vote, 6/0. **MOTION PASSED.**
2. Motion by Bradley, seconded by Bruckner, to authorize the Township Supervisor or Township Clerk to sign the Agreement, with UHY Advisors, to perform a Water and Sewer Rates Study, at a cost not to exceed \$14,000.00.

POINTS OF DISCUSSION: \* Study to determine water and sewer rates that will be sufficient to cover all operating, debt retirement and capital replacement costs.  
\* Study results to be provided to Township by February 15, 2023.

Roll Call Vote, 5/1, Kish voting no. **MOTION PASSED.**

3. Motion by Armbruster, seconded by Oprita, to adopt the *Resolution 2023-024, to Establish 2023 Per Diem Rate of Pay for the Representative on the Blue Water Area Transportation Commission*, in the amount of \$ 75.00 per meeting attended, effective January 1, 2023. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-024, ADOPTED.**
4. Motion by Bradley, seconded by Bruckner, to adopt the *Resolution 2023-025, to Establish 2023 Township Boards and Commissions Per Diem Rate of Pay*, in the amount of \$ 75.00 per meeting attended, effective January 1, 2023. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-025, ADOPTED.**
5. Motion by Crawford, seconded by Oprita, to adopt the *Resolution 2022-026, to Establish 2023 Board of Trustees Salary*, in the amount of \$ 4,798.00, effective January 1, 2023. Roll Call Vote, 5/1, Armbruster voting no. **MOTION PASSED. RESOLUTION 2022-026, ADOPTED.**
6. Motion by Bradley, seconded by Oprita, to adopt the *Resolution 2022-027, to Establish 2023 Supervisor's Salary*, in the amount of \$ 70,948.00, effective January 1, 2023. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-027, ADOPTED.**
7. Motion by Armbruster, seconded by Bruckner, to adopt the *Resolution 2022-028, to Establish 2023 Clerk's Salary*, in the amount of \$ 66,863.00, effective January 1, 2023. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-028, ADOPTED.**
8. Motion by Bradley, seconded by Armbruster, to adopt the *Resolution 2022-029, to Establish 2023 Treasurer's Salary*, in the amount of \$ 61,831.00, effective January 1, 2023. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-029, ADOPTED.**
9. Motion by Crawford, seconded by Oprita, to adopt the *Resolution 2022-030, to Establish 2023 Department Heads and Employee Salaries and/or Hourly Rates, per Appendix "A"*, effective January 1, 2023. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-030, ADOPTED.**
10. Motion by Kish, seconded by Bruckner, to adopt the Resolution for Service Structure Application (2022-031), for work done within St. Clair County Road Commission Right-of-Way, 01/31/2023 thru 01/31/2024. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-031, ADOPTED.**
11. Motion by Bradley, seconded by Bruckner, to adopt MDOT's Performance Resolution for Governmental Agencies (2022-032), for work done within MDOT Right-of-Way, in the year 2023. Roll Call Vote, 6/0. **MOTION PASSED. RESOLUTION 2022-032, ADOPTED.**
12. Motion by Kish, seconded by Bruckner, to approve the reappointment of Jodi Smith, Bonnie Barrett and Lowell Marljar; and Patti Bundy as Alternate, to the Township Board of Review, for a term to expire December 31<sup>st</sup>, 2024. Roll Call Vote, 6/0. **MOTION PASSED.**

**NEW BUSINESS, CONTINUED:**

13. Motion by Bradley, seconded by Kish, to approve the purchase of a Kubota Side-by-Side, with snow plow, using Utility Receiving's (495) Capital Outlay Funds, at a cost of \$ 20,572.98.
- POINTS OF DISCUSSION: \* Purchasing this year gets us a discount from Kubota  
\* Trade in of \$ 8,500.00 Credit for John Deere 2320 with Deck, Tiller & Brush Hog.
- Roll Call Vote, 6/0. **MOTION PASSED.**
14. Motion by Crawford, seconded by Bradley, to accept the recommendation from the Parks Commission and adopt the Parks and Recreation Master Plan 2023-2027. Roll Call Vote, 6/0. **MOTION PASSED.**
15. Motion by Oprita, seconded by Bruckner, to adopt the 2023 Meeting Dates and Times, as follows:
- |                          |  |
|--------------------------|--|
| BOARD OF TRUSTEES:       | 1 <sup>st</sup> & 3 <sup>rd</sup> Wednesday of each month at 7:00 p.m. at the Municipal Center |
| PLANNING COMMISSION:     | 2 <sup>nd</sup> Tuesday of each month, as needed, at 7:00 p.m. at the Municipal Center         |
| ZONING BOARD OF APPEALS: | 3 <sup>rd</sup> Tuesday of each month, as needed, at 7:00 p.m. at the Municipal Center         |
| PARKS COMMISSION:        | 3 <sup>rd</sup> Monday of each month at 7:00 p.m. at the Municipal Center                      |
- Roll Call Vote, 6/0. **MOTION PASSED.**
16. Motion by Kish, seconded by Bruckner, to adopt 2023 Office Hours, January 1<sup>st</sup> thru December 31<sup>st</sup>, 8:00 a.m. until 4:30 p.m., Monday through Friday. Roll Call Vote, 6/0. **MOTION PASSED.**
17. Motion by Bradley, seconded by Bruckner, to accept the *Letter of Resignation* from Liz Austin, from the position of Payroll/Accounts Payable Clerk, effective January 5, 2023. Vote, 5/1, Crawford voting no. **MOTION PASSED.**

**BOARD DISCUSSION:**

- Trustee Kish asked about painting of Pointe Community Center parking lot lines.

**CITIZENS WISHING TO ADDRESS THE BOARD:**

- \* Captain Shagena reported NIMS 300 Class will be held January 24<sup>th</sup> through January 26<sup>th</sup>, 2022.
- \* Captain Shagena also *Thanked* Mark Smith for his life saving assistance at a Mobile Home fire at Birchwood Estates Mobile Home Park

Motion by Crawford, seconded by Armbruster, to adjourn. Time, 7:40 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