

**Royalton Township Board of Trustees
Regular Board Meeting August 9, 2021
Royalton Township Hall**

The regular August 9, 2021 meeting of the Royalton Township Board of Trustees was called to order at 7:00 P.M. by Supervisor Robert Basselman.

Members Present: Robert Basselman, Supervisor; Rachel Bernard, Clerk; Michael Eisenhart, Treasurer; Jason Ackerman, Trustee; Julie Marsh, Trustee

Members Absent: None

Others Present: Steve Tilly, Township Manager; Bill Boyd, Building/Official Zoning Administrator
Jessica Ishmael, Lincoln Township Library

Motion by Eisenhart to approve the agenda as written. Seconded by Ackerman.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain: (Motion carried 5-0)

Motion by Marsh to approve the July 12, 2021 board minutes as presented. Seconded by Ackerman.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain: (Motion carried 5-0)

Eisenhart presented the Treasurer's Report showing a fund balance of \$2,769,270.75 for July 2021.

Motion by Bernard to approve the Treasurer's Report as presented. Seconded by Marsh.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain: (Motion carried 5-0)

Motion by Eisenhart to approve the payment of the July 2021 bills totaling \$126,609.53. Seconded by Marsh.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain: (Motion carried 5-0)

Planning Commission Report: Bernard reported that the Planning Commission made a recommendation to the Board to approve the rezoning of two vacant parcels of land Property ID Number: 11-17-0117-0018-01-1 and 11-17-0017-0018-02-9 from C-1 Commercial to R-1 Residential. The Planning Commission also made a recommendation to the Board to approve the 2 farmland preservation program applications from Edward and Susan Kretchman.

Library report presented by Jessica Ishmael. Programming for August was presented and it was reported that in-building circulations totaled 17,000 and digital circulation totaled 18,660 for July. The Lincoln Township Library will be closed Saturday September 4th – Monday September 6th for the Labor Day weekend and will reopen on Tuesday, September 7th. No action was taken.

Sheriff's report for June and July were submitted prior to meeting. No action was taken.

Old Business: None

New Business:

There was recommendation to the Board from the Planning Commission for the approval of the rezoning of two vacant lots at the corner of Marquette Woods and M-139 after their public hearing during the August Planning Commission meeting.

Motion by Eisenhart to approve the rezoning of Property Identification Numbers: 11-17-0117-0018-01-1 and 11-17-0017-0018-02-9 from C-1 General Commercial to R-1 Residential Zoning District. Seconded by Ackerman.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain:

(Motion carried 5-0)

There was a recommendation to the Board by the Planning Commission to approve the three parcels of land, one submitted by Susan Kretchman and two by Edward Kretchman, to apply for Purchase of Development Rights Program (PDR) with the state of Michigan. The Board felt that with the water line running down John Beers Rd. that, at this point in time, they were not comfortable with locking that piece of land into Agriculture only for perpetuity. However, there was no contention to Edward Kretchman's two parcels on Rocky Weed Rd. applying for the PDR.

Motion by Eisenhart to approve the application of Edward Kretchman to the Berrien County Purchase of Development Rights Program for the two following Property Identification Numbers: 11-17-0030-0022-01-5 and 11-17-0030-0027-00-9. Seconded by Ackerman.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain:

(Motion carried 5-0)

Motion by Eisenhart to approve the Federal Procurement Policy Conflict of Interest Policy. Seconded by Bernard.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain:

(Motion carried 5-0)

Mary Nykamp from Wightman provided the Township with two bids for performing a total of 5 soil borings for the Hollywood Road Sanitary Sewer Extension Project; a third bid from SME was declined because of their backlog of work. Selge proposed \$5751.00 for one day of work and Cook \$7160.00 for two possible days of work.

Motion by Bernard to approve the bid from Selge for \$5751.00 for the 5 soil borings for the Hollywood Road Sanitary Sewer Extension Project. Seconded by Marsh.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain:

(Motion carried 5-0)

A Maintenance Agreement between Royalton Township and AEG St. Joseph Propco, LLC was submitted to the Board by Manager Tilly. This agreement would allow Royalton Township to perform future maintenance of the private water main and fire hydrants located at 3351 M-63 (Tax ID number 11-17-0007-0012-07-4) so that the water in the hydrants can be flushed to keep the water there from going stagnant.

Motion by Eisenhart to approve Maintenance Agreement by and between AEG St. Joseph Propco, LLC and Royalton Township, Michigan. Seconded by Ackerman.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain:

(Motion carried 5-0)

Business from Audience: There was a comment from the audience that the speed limit of Linco should remain 45 mph after the detour is over, and that the intersection of Hollywood and Linco should remain a 4-way stop.

Items not on Agenda:

Motion by Bernard to approve the following changes to the Royalton Township Administrative Policies and Procedures Manual: Under Section 4.8 (a) Authorized Institutions it shall now read

“The township treasurer is authorized to invest surplus funds in the following institutions:

- 1. Huntington Bank**
- 2. Horizon Bank**
- 3. Chase Bank**
- 4. Sturgis Bank and Trust**
- 5. United Federal Credit Union**
- 6. Honor Credit Union**
- 7. First Source Bank**

Seconded by Eisenhart.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain:

(Motion carried 5-0)

A motion was made by Eisenhart to pass the Resolution to approve the following as authorized signers for the bank accounts:

**Steve Tilly
Mary Zwar
Patti Knight
Michael Eisenhart
Rachel Bernard**

and that each check written will require two authorized signatures in order for it to be valid.

Committee Reports:

Basselman (Fire Board) discussed the \$15,000 grant from Berrien County that is available for the 800 MH radios for the Fire Department. There will also be a fire truck at the Berrien County Fair Grounds.

Tilly (Southwest Michigan Regional Sanitary Sewer & Water Authority) stated that EAGLE was not happy with the current maintenance agreement with the City of St. Joseph; the maintenance records for the system should be available at the Royalton Township office as Royalton has a different water supplier number than the City.

Tilly also stated that Carol Stockman donated a 12 ft. church pew to Tryon School. Eisenhart suggested getting a plaque for the pew to commemorate her donation. Tilly also stated his nephew has an old stove to donate to Tryon School after it is fixed up and presentable.

Motion to adjourn by Marsh at 7:41 PM. Seconded by Eisenhart.

Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh

Nays:

Absent:

Abstain:

(Motion carried 5-0)

Respectfully Submitted,

Rachel Bernard, Clerk