

**Royalton Township Board of Trustees  
Regular Board Meeting September 12, 2022  
Royalton Township Hall**

The regular September 12, 2022 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; Julie Marsh, Trustee; Jason Ackerman, Trustee

*Members Absent:* None

*Others Present:* Steve Tilly, Township Manager; Tony Riegel, Building/Official Zoning Administrator;

**Motion by Eisenhart to approve the agenda as amended: #7. Air Compressor for Fire Department to be added. Seconded by Ackerman.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

**Motion by Marsh to approve the August 8, 2022 Regular Board minutes. Seconded by Eisenhart.**

**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 \$3,126,375.40 in UFCU for August 2022. **Motion by Bernard to approve the Treasurer's Report as presented. Seconded by Ackerman.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

**Motion by Eisenhart to approve the payment of bills for August 2022 totaling \$97,686.44 and payroll totaling \$33,437.89. Seconded by Ackerman.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Planning Commission Report: Total Healing spoke to the Planning Commission; are also on tonight's agenda.

Library Report: Presented for August 2022 at the meeting. No action was taken.

Sheriff's report for July 2022 was submitted prior to meeting. No action was taken.

Old Business: None

New Business:

Todd Batson and Tom Wright from Michigan Total Healing Center spoke with the Board about their cannabis business and proposed to the Board a location in Royalton Township. Basselman stated that at this time the voters of the Township are not in favor of a dispensary. No action was taken.

Tilly recommended the approval of the pay request for the M-139 sewer project from L.E. Barber. If payment is approved there will still be approximately \$4,154.00 left to pay once project is 100% complete.

**Motion by Ackerman to pay the \$78,926.00 pay request from L.E. Barber. Seconded by Bernard.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Tilly presented the Board with the Cost Share Agreement for the 2022 Hollywood Road Water Main Project July, 2022 information as well as comments from Mary Nykamp from Wightman. Tilly recommends speaking with St. Joseph Charter Township about two items in the cost share agreement presented, more specifically the Projected Administration and Easement Acquisition Costs that there are questions about.

**Motion by Eisenhart to proceed with the approval of the Cost Share Agreement for the 2022 Hollywood Road Water Main Project July, 2022 subject to discussion with St. Joseph Charter Township.**

**Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

The Medic I Audit Report was submitted prior to the meeting.

**Motion by Eisenhart to approve the Medic I Audit Report. Seconded by Bernard.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

A request for the Board approval of a new Fire Equipment Fund for the Fire Equipment Millage was submitted prior to the meeting. The fund will allow the board to be able to see what funding is available to purchase new capital equipment for the fire department as it will be separated out of the Public Welfare – Fire fund.

**Motion by Eisenhart to approve the creation of a Fire Equipment Fund for the Fire Equipment Millage.**

**Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Riegel presented to the Board proposed permit fee changes. Riegel recommends a flat rate fence and shed permit fee schedule of \$30.00 to better match surrounding community's fees. Riegel also recommends

adopting a Building Permit and Plan Check/Review Fee schedule that better matches the surrounding communities as well. Royalton Township does not currently charge a Plan Review Fee on new homes, only commercial projects. Riegel recommends any new home or commercial property with a construction value over \$50,000.00 will be charged a building permit fee and a plan check/review fee which would be 65% of the building permit fee.

**Motion by Ackerman to approve the New Fence or Shed Permits flat rate cost of \$30.00 and a Plan Check/Review Fee totaling 65% of the Building Permit Fee, for improvement value greater than \$50,000.00 for both Residential and Commercial projects (under UBC 1997 Building Permit Fee).**

**Seconded by Bernard.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Recommendation from the Fire Board for approval of the purchase of a Mako brand air compressor from West Shore Fire, Inc. for \$41,300.88. The current air compressor gets fixed but is then broken again an hour later. It would cost more at this point to fix it than to purchase a new unit. Another option was presented but with a shorter warranty.

**Motion by Eisenhart to approve the purchase of the Mako brand air compressor from West Shore Fire, Inc. for \$41,300.88 with the potential future need for a budget amendment. Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Business from Audience: None

Items not on Agenda: None

Committee Reports:

Tilly (Water Authority) stated that Waste Water bulk treatment charges will increase 5% in January. Eisenhart (WSJOB) stated that water treatment prices will also increase 5% and that engineering is in phase 1 for the clarifiers.

**Motion to adjourn by Ackerman at 7:32 PM. Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Respectfully Submitted,

Rachel Bernard, Clerk