

**Royalton Township Board of Trustees  
Regular Board Meeting June 12, 2023  
Royalton Township Hall**

The regular June 12, 2023 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 change the agenda order and move “8. Mary Nykamp sewer/water extension updates” to 1., and “Business from audience” to coincide with the “Wedding Barn” agenda item.**

**Seconded by Marsh.**

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

**Nays:**

**Absent:**

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

**Motion by Ackerman to approve the May 8, 2023 Executive Committee Meeting minutes and Regular Board minutes as presented. Seconded by Bernard.**

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

**Nays:**

**Absent:**

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

Eisenhart presented the Treasurer’s Report for May 2023 showing a total fund balance of \$2,911,292.26. **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 May 2023 totaling \$326,860.78, and payroll totaling \$39,884.18. Seconded by Marsh.**

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

**Nays:**

**Absent:**

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

Planning Commission Report: Minutes presented at meeting; Ackerman and Riegel attended the solar panel review meeting that the County held Friday June 9<sup>th</sup>.

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

Sheriff's report for April 2023 was submitted prior to meeting. No action was taken.

Old Business: None

New Business:

Mary Nykamp from Wightman presented the Engineer's Estimates for the Tanglewood Trail Water Main Extension and the River Trace Estates Sanitary Sewer projects. After getting more detailed information about both projects, the Tanglewood project cost estimate has decreased to \$300,000.00. The River Trace Estates Sanitary Sewer project estimate cost increased to \$2,070,000.00. Basselman asked Nykamp to work on getting an estimate for 36 individual grinder pumps for the River Trace Estates. The Ponds residents would like to know current bond rates and a more specific timeline. Tilly will set up a meeting with Nykamp and the residents of both neighborhoods to discuss these concerns. No action was taken.

Business from Audience and Wedding Barn:

Residents from Lincoln Township that live next to the Etre Farms Wedding Barn we present to complain about the noise from a wedding held on the weekend of June 2 – 3, 2023. One neighbor provided a written document with information about the lighting and sound levels coming from the wedding barn. The couple stated that the noise well exceeded the allowed levels well into the night and tried contacting the wedding venue and got nowhere with asking them to turn the music down. They also stated that there has been no issue with any wedding before the one being discussed this evening. Mr. VanLente, owner of the Etre Farms Wedding Barn, responded that he apologized for the noise and they will no longer be doing weddings like the one that took place the weekend of June 2 – 3. The lighting is on timers and he stated that he will look into adjusting the levels to keep the spill over lighting down. Rowdy's KaBoom, LLC would like to have a permit for consumer grade fireworks to be set off to music approved by the board this evening for up to five weddings a year with the show lasting approximately 2 ½ minutes after dark. Basselman stated that because of the noise complaints over the recent wedding and the impact on the people and pets in the neighborhoods surrounding the wedding barn, the fireworks, if put up for a vote would be a no for him. It was stated that commercial properties must follow the zoning codes relating to noise and light levels. No action was taken.

The Planning Commission reviewed the Zoning Ordinance Amendment and recommended approval to the Board of Trustees at the last meeting.

**Motion by Eisenhart to approve the Resolution to Amend the Zoning Ordinances as presented. Seconded by Ackerman. Roll call was taken.**

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

**Nays:**

**Absent:**

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

Gerald Jasper submitted a property owner application form for the Berrien County Purchase of Development Rights Program for Parcel # 11-17-0034-0003-00-5. The Open Space Preservation Application consists of 128.07 acres of land including 98 acres of tillable land. The Planning Commission approved the application at their last meeting.

**Motion by Marsh to approve the Gerald Jasper Berrien County Purchase of Development Rights Program Application for Parcel ID # 11-17-0034-0003-00-5 as submitted. Seconded by Bernard.**

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

**Nays:**

**Absent:**

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

Tilly presented the Greater St. Joseph Water System Operating Rules and Regulations and recommends approval and adoption.

**Motion by Eisenhart to approve and adopt the Greater St. Joseph Water System Operating Rules and Regulations as presented. Seconded by Bernard.**

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

**Nays:**

**Absent:**

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

Tilly proposed that the Township hire a part-time assistant for Ordinance Enforcement to assist Riegel.

**Motion by Bernard to hire Jim Jonatzke for \$19/hr. as a part-time Ordinance Enforcement Assistant.**

**Seconded by Marsh.**

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

**Nays:**

**Absent:**

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

Tilly stated the second lift station pump in Lutheran Heritage Village is going out and recommends ordering a replacement now so that it will arrive for installation before the pump is completely out of service.

**Motion by Eisenhart to approve the purchase of a lift station pump for Lutheran Heritage Village lift station as recommend by Tilly. Seconded by Ackerman.**

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

**Nays:**

**Absent:**

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

Riegel submitted the cost estimates for the Township Hall expansion project. The project would cost approximately \$439,699.86 to complete as presented. Basselman recommends approving the project and deciding how to specifically finance it at a later date; the project could be paid for in cash but getting a loan for a portion of the project may be a better choice in case an emergency that requires the use of general funds arises.

**Motion by Bernard to approve the Township Hall expansion project as presented. Seconded by Eisenhart.**

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

**Nays:**

**Absent:**

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

Riegel also submitted cost estimates for the Township existing front entry and office remodel. This project would include a new roof on the existing hall that would match the addition, a new front counter glass window and counter top, and a new front door. The estimate is \$52,892.00

**Motion by Eisenhart to approve the Front Entry and Office remodel as presented. Seconded by Ackerman.**

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

**Nays:**

**Absent:**

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

Items not on Agenda:

Discussion of a July 10<sup>th</sup> planning commission meeting held before the board meeting was discussed.

Committee Reports:

Basselman (Fire Board) stated that the Fire Department applied for a \$10,000 grant from the State of Michigan.

Riegel (Building Report) was submitted prior to meeting.

**Motion to adjourn by Bernard at 8:11 PM. Seconded by Ackerman.**

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

**Nays:**

**Absent:**

**Abstain:**

**(Motion carried 5-0)**

Respectfully Submitted,

Rachel Bernard, Clerk