

**Royalton Township Board of Trustees  
Regular Board Meeting March 13, 2023  
Royalton Township Hall**

The regular March 13, 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 Marsh to approve the agenda as presented. Seconded by Eisenhart.**

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

**Nays:**

**Absent:**

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

**Motion by Marsh to approve the February 13, 2023 Executive Committee Meeting and the Regular Board minutes. Seconded by Bernard.**

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

**Nays:**

**Absent:**

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

Eisenhart presented the Treasurer's Report for UFCU for February 2023 showing a fund balance of \$3,365,335.38.

**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 bills for February 2023 totaling \$262,928.30, and payroll totaling \$34,782.15. Seconded by Ackerman.**

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

**Nays:**

**Absent:**

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

Planning Commission Report: Ackerman discussed the ordinance and future land use review that the Planning Commission will begin at next month's meeting. The Planning Commission is waiting for sewer and water extension updates from the Township Board to help with their planning and review process. No action was taken.

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

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

Old Business: Royal Glen

Mike West of 2186 E. Centre Street Portage, MI 49002, representing Westview Capital, LLC/Allen Edwin Homes presented the final site plans for the Royal Glen Site Condominium project along Anna Ln. Recommendation from the Planning Commission to approve the project as presented. **Motion by Eisenhart to approve the final plans for the Royal Glen Site Condominium as submitted and revised 1/25/2023. Seconded by Ackerman.**

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

**Nays:**

**Absent:**

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

New Business:

Tilly discussed the proposal from Gasvoda & Associates, Inc. for a replacement sewer pump for the Township. **Motion by Eisenhart to approve the purchase of a replacement sewer pump for the Township from Gasvoda & Associates, Inc. for \$3,640.00. Seconded by Ackerman.**

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

**Nays:**

**Absent:**

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

Tilly discussed the proposed Medic I 2023-2024 Adopted Budget. Royalton's rate would increase \$4,140.26 to \$35,267.26.

**Motion by Bernard to approve the Medic I 2023-2024 Adopted Budget as presented. Seconded by Marsh.**

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

**Nays:**

**Absent:**

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

Tilly presented the Southwest Michigan Regional Sanitary Sewer and Water Authority 2023-2024 Proposed Budget. Sewer flows for Royalton Township decreased so the percentage of the Bond and Interest Payments will be 15.7% down from 18%. The water consumption and contribution share remains at 12.24%.

**Motion by Eisenhart to approve the Southwest Michigan Regional Sanitary Sewer and Water Authority 2023-2024 proposed budget as presented. Seconded by Ackerman.**

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

**Nays:**

**Absent:**

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

Basselmann discussed the proposed sewer and water extension projects presented by Mary Nykamp from Wightman at the 2:00 p.m. Executive Meeting. Further discussion is needed. No action was taken.

Business from Audience: None

Items not on Agenda: Northrop Assessing Inc., contract amendment:

Shalice Northrop of Northrop Assessing, Inc. submitted an amendment to the contract with Royalton Township that is good through March 30, 2024 to the Board that states that the Assessor will hold office hours two times a month for the remainder of the contract.

**Motion by Eisenhart to approve the Northrop Assessing, Inc., contract amendment stating that the Assessor will hold office hours two times a month for the remainder of the contract with Royalton Township that is good through March 30, 2024. Seconded by Marsh.**

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

**Nays:**

**Absent:**

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

Committee Reports:

Basselmann (Water & Sewer) stated that Mary Nykamp from Wightman is working on the Egle mandate requirements for lead pipes. If the Township can prove that their system went in after the lead requirements, Royalton could be exempt from the random 300 "pot hole" tests that will be requirement throughout the Authority's system.

Tilly stated the Township addition estimates will not be ready until the April or May meeting as prices are still being collected.

Building report (Riegel) submitted prior to meeting.

**Motion to adjourn by Ackerman at 7:29 PM. Seconded by Eisenhart.**

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

**Nays:**

**Absent:**

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

Respectfully Submitted,

Rachel Bernard, Clerk