

**CENTERVILLE TOWNSHIP MONTHLY BOARD MEETING**

**Wednesday March 8, 2023 7:00PM**

**Centerville Township Hall; public may participate via Zoom**

**MINUTES**

**PRESENT:** James Schwantes, Ron Schaub, Katrina Pleva, Elizabeth Chiles, Dan Hubbell

**GUESTS:** 4

1. **Call to Order/Pledge of Allegiance:** Supervisor Schwantes called the meeting to order at 7:00 PM
2. **Review Agenda/Additions /Public Comment /Approve Agenda**
  1. **Public comment:** none  
**Agenda:** Remove #15 Commissioner report, add 3.2 March 1, 2023 Special Meeting minutes, including closed session minutes.**MOTION:** Chiles moved to approve agenda; seconded by Hubbell. Motion carried. Yeas: 4 Nays: 0

3. **Previous Meeting Minutes**

1. February 1, 2023 Regular Meeting Minutes: #7 insert "report" utilized with Ross.Solid Waste Council is pushing for a countywide composting program.
2. March 1, 2023 Special Meeting Minutes: Include closed session minutes

**MOTION:** Schwantes moved to accept February 1, 2023 Regular Meeting Minutes and March 1, 2023 Special Meeting Minutes as amended; seconded by Hubbell. Motion carried. Yeas: 4 Nays: Abstained: 1

4. **County Commissioner's Report**

The Board of County Commissioners is moving forward with the decision to support a regional juvenile detention center. The board is doing goal and priority setting this year. Ross would like to know what constituents of Centerville Twp have opinions about.Gosling Zubek is doing a 5-year master plan for Myles Kimmerly Park. Ideas for the park should be shared with Ross.An architect has been approved to look at the Poor Farm Barn and share what is needed inside to be usable.Solid Waste Council is pushing for a county wide composting program. Please share your opinions with Ross.

5. **Township Budget Update**

2022-2023 Budget Amendment: Schwantes moves that the Centerville Board of Trustees amend the FY 22-23 Township Budget using unallocated anticipated revenues as follows: 1) increase Township Board Miscellaneous by \$1,000.00 from \$500.00 to \$1,500.00 due to miscellaneous expenses making the new budget line total of \$113,828.00, 2) increase Elections Contracted Services by \$1,800.00 from \$1,200.00 to \$3,000.00 due to changes in election systems making a new budget line total of \$12,400.00, 3) increase Fire Department Fire Station by \$27,000 from \$0.00 to \$27,000.00 due to roof repair to be paid with ARPA funds making a new budget line total of \$283,968.32, 4) increase Insurance & Bonds by \$500.00 from \$5,500.00 to \$6,000.00 due to an increase in the insurance premium making a budget line total of \$6,000.00, and 5) increase FICA & Medicare Taxes by \$1,500.00 from \$6,000.00 to \$7,500.00 due to increases in hours and wages making a budget line total of \$7,500.00. With adjustments made for ARPA funds received and expenditures from ARPA and Metro restricted funds the budget now has a positive balance of \$12,190.90; seconded by Pleva. Motion carried. Yeas: 5 Nays: 0

Reconciliations for January and February. Schwantes signed the reconciliations and remarked all looked well.

**6. Invoices – Review and authorize payment.**

**MOTION:** Schwantes moved that the invoices be paid. Seconded by Schaub. Motion carried. Yeas: 5  
Nays:0

**7. Treasurer Report**

1. Equalization sent their annual letter asking us to agree to pay .50 cents a parcel to cover maintenance for the database which we did. They also informed us this will be their last year maintaining the database. They offered to assist us in switching over to BSNA. Pleva will investigate the best way to move forward and report back.
2. **The** first check from Charter Communications was for 2 months and will go in the new budget revenues as Cable Franchise Fee.
3. Chase Bank mis- keyed a tax check, entering it as \$200 more than it was written for. Pleva is handling it at the bank tomorrow.

**8. Clerk Report**

1. Absentee voter letters went out. We had to pay for return postage as Prop. 2 requires it. The state will reimburse us for this cost.
2. The County is going to rebuild the website. We will continue to use this website as a host for our own.

**9. Supervisor's Report**

Schwantes received a letter from Betsy Coffia asking him to call her to discuss what's important in our township. Schwantes noted that he would like gravel mining, housing/rentals, and local enterprise zones left to the Planning Commission. Election funding is a topic of interest to discuss.

**10. Board of Review**

Met for their organizational meeting. Poverty exemption will have to be done every year now. Guidelines will be discussed next month.

**11. Zoning Administrator's Report**

**Lake Shore Drive** - The judge signed the order on Feb 24. On Feb 28 Cypher, Schwantes, and township lawyer had a phone conference about what to do. They developed a letter to go with a very detailed, new land use permit. The township will not provide an agricultural exemption until the building is constructed..

**12. Planning Commission**

Schwantes wasn't able to attend the March meeting as planned, will do so in April.

The PC did pass change in site plan language eliminating the 90 day time line and sent it to Board of Trustees for consideration.

**13. Zoning Board of Appeals**

Nothing to report this month.

**14. Cedar Area Fire and Rescue (CAFR)**

- o Schwantes completed a draft of revised interlocal agreement and sent it to other supervisors, Andy Doornbos, and Chris Comeaux. They will meet on April 26 to discuss.
- o The roof repair cost less than anticipated.
- o We've hired 3 full time firefighters, 2 are medics, that will start work in April. They have the option to start work part-time until then.
- o Appoint CAFR Board representative.

**MOTION:** Schwantes moves that the Centerville Board of Trustees appoint Ronald Schaub as the township representative on the Cedar Area Fire and Rescue Board and Katrina Pleva as the alternate representative for the four-year term beginning April 1, 2023 and ending on March 31, 2027; Hubbell seconded. Motion carried. Yeas: 5 Nays: 0

**15. Board – Unfinished business**

1. **Hall remodel:** Jan 24 text to Mike, no response, Feb 28 text to Mike, no response. Left voice message with Jason at Easling and set up a meeting with Jayson Sparling.
2. **2023-24 Budget:** Recording Secretary pay will be bumped to \$30/hr. Deputy pay will be bumped to \$30/hr. Cleaning services will be bumped to \$75/cleaning.

**16. Board - New business**

Updated FEMA Flood Insurance Ordinance 2/28 sent to EGLE for review.

**17. Upcoming Township Meetings**

1. Township Annual Meeting: Saturday, March 18, 2023 at 10:00 AM
2. Township Special Budget Meeting and Public Hearing following Annual Meeting
3. Next regular Board of Trustees Meeting: Wednesday, April 12, 2023 at 7:00PM

**18. Public Comment**

None

**19. Motion to Adjourn 8:42 PM**

Respectfully submitted,

Brigid Driscoll, Recording Secretary

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_