

**Chesaning Township  
Board of Trustees  
Approved Minutes  
Regular Meeting  
January 5, 2023 @ 7:00 p.m.**

**Regular Meeting:** Called to order at 7:00 p.m.

**Pledge of Allegiance:** The Pledge was led by the Board of Trustees.

**Members Present:** Supervisor Joe Ruthig, Treasurer Cathy Gross; Trustees: Peter Hemgesberg, Kevin Carlton, and Bill Hedrich.

**Members Absent:** Clerk Julie Paulson; Trustee Ken Hornak

**Approval of Agenda:** Agenda was presented for approval with addition of item 9. h. - Consider hiring Sharon Theile to assist with QuickBooks conversion. Motion by Hemgesberg, support by Gross, to approve the agenda, as presented with the addition of item 9. h. Vote: All yeas. Motion Passed.

**Approval of Minutes:** Minutes of the Regular Board Meeting of December 1, 2022 were presented for approval. Motion by Hedrich, support by Hemgesberg to approve the December 1, 2022 Regular Board Meeting Minutes. Vote: All yeas. Motion Passed.

**Presentations:** None

**Correspondence:** None

**Public Comments:** None

**Committee/Board Reports:**

County Commissioner – No one present to report. Supervisor Ruthig commented he spoke with Commissioner Dennis Harris prior to the meeting and Commissioner Harris hopes to attend one of our upcoming meetings soon.

County Road Commission – No one present to report

SCTOA – The Saginaw County Township Officers Christmas Party was held December 7, 2022 in Frankenmuth. Trustee Hornak and Trustee Carlton attended.

Cemetery – Trustee Hedrich noted the dumpster service appears to have been stopped for the winter months now. Supervisor Ruthig confirmed he called the dumpster company and told them not to service the dumpster until Spring.

Building Official – Rob Kehoe supplied a year-end report of permits issued in 2022.

Ordinance Enforcement Officer – No report.

Rehmann Health Center – Treasurer Gross reported the Mobile Dental Clinic scheduled for December 27<sup>th</sup> was canceled due to slippery roads. The next mobile dental clinic is scheduled for January 13<sup>th</sup>, a make-up clinic for December, and the regular scheduled clinic for January 24<sup>th</sup> will also be held. WIC continues to operate remotely. The Chesaning Area United Appeal Campaign is underway and to date approximately \$13,000 has been collected. Donations can still be made.

Fire Board – The last meeting was held on December 14, 2022. 182 fire calls have been made year to date and 8 calls were made in just the month of November. New hoods and gloves were ordered as part of replacing turn-out gear. Monies from the Saginaw County ARPA funds will be used. Chesaning Brady Fire Department provided 22 hours mutual aid for fighting the fire in Hemlock at the grain elevator. Departments from as far away as Grand Traverse and Detroit responded to the fire. Holiday training will be held on January 14<sup>th</sup> at the K of C Hall.

MMWA – No report.

Task Force – Next meeting scheduled for January 24, 2023.

Parks and Rec – The 5 year plan still needs to be finalized and printed. Supervisor Ruthig will follow-up to see why this is taking so long.

### **Board Officials Reports:**

Supervisor: On January 31<sup>st</sup> at 9:00 a.m. Chesaning Township will host the Saginaw County Road Commission District 3 meeting. Youngs County Drain meeting was held on December 20, 2022. After no response from land owners who rejected the good faith offer for easement right of way the Drain Board decided to move forward with condemnation. A decision to go ahead with plans to amend the outlet design was made. When the design is done the Drain Board will apply to EGLE for a permit, hopefully by late January. The next meeting will be called by the Drain Board after the outlet plan has been revised and the status of EGLE permitting is known. Supervisor Ruthig met last week with MDOT, Saginaw County Road Commission, and the Village of Chesaning about the curve at M-57 and Corunna Road. There was discussion and a commitment by MDOT and Saginaw Co. Road Commission to fund a project to redesign the intersection. Design to be determined and brought back for review. The Chesaning Chamber of Commerce annual award dinner will take place January 21<sup>st</sup> at \$40 per ticket.

Clerk: Clerk Paulson was absent and is still on medical leave.

Treasurer: The 2022 property tax season continues. Summer taxes being collected at 5% interest. All taxes, summer and winter are due February 2023. A State Revenue Share check in the amount of \$48,843 was received and is \$3,355 more than the Revenue Share received a year ago. December Board of Review was held with two taxable value changes.

**Unfinished Business:** None

### **New Business:**

**a. Consider Hiring Dan Kuhn As Chesaning Township Code Enforcement Officer**

Supervisor Ruthig told the Board he has interviewed Dan Kuhn for the position of Code Enforcement Officer and feels Dan would be an excellent choice for the job. Dan is also doing code enforcement for Maple Grove Township. Dan agreed to accept the same rate of pay currently set for the position.

Motion by Carlton, support by Hemgesberg, to hire Dan Kuhn as Chesaning Township Code Enforcement Officer at the same rate of pay as the previous Code Enforcement Officer, Pat Olk. Roll Call  
Vote – Yeas: Carlton, Hemgesberg, Gross, Hedrich, and Ruthig. Nays: None. 5 Yeas, 0 Nays. Motion Carried.

**b. Consider Extending Winter Property Tax Due Date Until February 28, 2023**

Treasurer Gross explained property taxes are not turned over to Saginaw County Treasurer until March 1<sup>st</sup>. Since the State and County do not implement additional interest and penalty between February 14<sup>th</sup> and March 1<sup>st</sup>, the Township has the option to extend the due date to February 28, 2023 without any additional penalty or interest and give the residents an additional two weeks to pay their taxes. Motion by Hedrich, support by Hemgesberg to extend the property tax due date to February 28, 2023.

Roll Call Vote: Yeas: Hemgesberg, Gross, Hedrich, Carlton, Ruthig Nays: None  
5 yeas, 0 Nays. Motion Passed.

**c. Consider Sending Board Members to MTA Educational Conference and Expo**

Board members discussed the cost of going to the MTA Annual Conference held this year in Traverse City at the Grand Traverse Resort, April 17 – 20. Supervisor Ruthig said he planned to attend as he found it very educational and beneficial last year when he attended. Trustee Carlton indicated he would also like to attend. Treasurer Gross addressed the Board regarding the cost of the hotel which has not been covered by the Township in the past few years. Gross said there was a time when any Board Member could attend and the Township paid all costs. More recently the Board voted to pay for the conference fee, provide a meal allowance and pay mileage. Gross asked other Board Members if they are opposed to paying for the

cost of the hotel for members wanting to go. Gross feels the conference is a great educational tool and the information brought back is for the good of the Township. Also Traverse City is far enough away that a hotel is necessary. Ruthig made a suggestion that a hotel allowance of up to \$100 per night could be considered. That is the cost of the least expensive hotel choice suggested by Michigan Township Association. Ruthig noted the main hotel for the conference runs around \$150 per night. Motion by Hemgesberg, support by Gross that the Township pay costs of up to \$100 per night for hotel (3 nights), the conference fee, mileage and meal plan of up to \$75 for the entire conference or \$25 for one day attendance at the MTA 2023 Educational Conference and Expo for any Board member wanting to attend.

Roll Call Vote: Yeas: Hemgesberg, Gross, Hedrich, Carlton, Ruthig Nays: None  
5 yeas, 0 Nays. Motion Passed.

**d. Consider Replacing/Upgrading Guardrail on Frandsche Road**

Ruthig addressed a broken guardrail on Frandsche Road between Peet and Ferden Roads. He asked the Board if the Township should pay to have it replaced/upgraded. Ruthig received a quote from Action Traffic Maintenance in the amount of \$6,550 to upgrade the guardrail. Trustee Hedrich lives near the guardrail and noted the cross tube there is also old and may need replaced in the future. He would opt to wait and replace/upgrade the rail at that time. Trustee Hedrich also commented he didn't feel a great need for the guardrail in that area of the roadway anyway. He doesn't feel the ditch is that deep or wide there. Trustee Hemgesberg wondered if the rail could be repaired instead of replaced which would be more cost effective. Supervisor Ruthig suggested the guardrail upgrade be put on hold for now.

**e. Consider Payment to Fisher Funeral Home for Relocation of Grave**

Supervisor Ruthig told the Board an owner of a grave plot at Wildwood Cemetery informed him his sister was buried in the wrong grave. She should have been buried in Grave 2 and she was buried in Grave 4. The family wants their sister moved to the correct grave. McAllister Excavating, who does grave open and closing for Chesaning Township, and Fisher Funeral Home, the funeral home who handled the burial, were contacted and they said records from years back don't show that there was a specific designation of which grave the family member should be placed. Chesaning Township's office records do show the specific designation. Ruthig worked with Fisher Funeral Home and McAllister Excavating to come up with a price of \$855 for permits and services to move the body. Supervisor Ruthig commented that our current cemetery rep, Beth Hickman, is working hard to be sure records in the township office match those of McAllister Excavating. Motion by Hemgesberg, support by Hedrich to pay \$855 to Fisher Funeral Home who will handle the grave relocation. Roll Call Vote: Yeas: Carlton, Hedrich, Hemgesberg, Gross, Ruthig Nays: None

5 yeas, 0 Nays. Motion Passed.

**f. Consider Acceptance of Groundskeeping Bid**

Supervisor Ruthig presented 2 sealed bids the Township received regarding the 3 year Grounds and Maintenance Contract for mowing and lawn maintenance at the Township Hall, Wildwood Cemetery and Parshallbug Park for the years 2023 – 2026. Ruthig opened the first envelope from 42 North who bid \$18,500 for the first year, \$18,685 for the second year, and \$18,871 for the third year, totaling \$56,056. Ruthig opened the second envelope from Two Men Mowing and More who bid \$26,000 for the first year, \$26,910 for the second year, and \$27,850 for the third year, totaling \$80,760. Trustee Hemgesberg commented he has not been happy with the work 42 North did in the past and would need to see improvement. He complained of grass being thrown onto headstones which is disrespectful. A mulcher would work better for mowing in the cemetery. Treasurer Gross asked 42 North, who were in the audience, if they mow other cemeteries. 42 North responded they do mow one other cemetery and they would work to improve the mowing and maintenance, especially at Wildwood Cemetery. Ruthig noted the 3 year contract can be cancelled by either party at any time if one is not happy.

Motion by Hemgesberg, support by Carlton to accept the bid from 42 North totaling \$56,056 for the 3 year lawn maintenance/groundskeeper contract. Roll Call Vote: Yeas: Hedrich, Hemgesberg, Gross, Carlton, Ruthig Nays: None

5 yeas, 0 Nays. Motion Passed.

**g. Discuss Deputy Clerk Position**

Supervisor Ruthig brought to the Board's attention that the current Deputy Clerk, Char Mozader, was hired primarily to assist with election work and she is not interested in fulfilling the other duties of a Deputy Clerk, such as taking minutes at the meeting, doing financials, etc. With Clerk Paulson out of the office on medical leave there is a need for a Deputy Clerk who can sit in for the Clerk when the Clerk cannot be there. Treasurer Gross addressed the fact that past Deputy Clerks have also held the position of Administrative Assistant. Financials were not done by the Deputy Clerk and this has posed a problem. Elections are more complicated now and Clerks need better balance to their job description. Gross feels the office needs a Deputy Clerk who can sit in and perform all tasks the Clerk does in the absence of the Clerk. By law, the Clerk is to have a Deputy. Gross consulted with MTA and they suggested the current Deputy Clerk, Char Mozader, take a position of Election Assistant and assist the Clerk with just election work when needed. The Clerk should then appoint a Deputy who can assist with other statutory duties of the Clerk but also help with elections. The Board took note of same and will consider for the future if the Clerk finds a suitable Deputy Clerk.

**h. Consider Hire of Sharon Theile to Implement QuickBooks**

Supervisor Ruthig noted the Board had previously approved the cost to bring someone in to help in the transition from Microsoft Money to QuickBooks. Sharon Theile is very educated in QuickBooks and has offered to help the Township with the transition at the rate of \$17.00 per hour which is much cheaper than using an accounting firm. Motion by Hemgesberg, support by Carlton to hire Sharon Theile at the rate of \$17 per hour to assist with the software transition from Microsoft Money to QuickBooks. Roll Call Vote: Yeas: Hemgesberg, Gross, Carlton, Ruthig Abstaining: Hedrich Nays: None  
4 yeas, 0 Nays. 1 Abstention Motion Passed.

**Extended Public Comments:** Began at 8:05 p.m. Comments were heard from several members of the public in attendance who are against the Solar Farm project. Mike Hafner gave each Board Member a handout regarding solar energy. Comments ended at 8:11 pm.

**Township Board Comments:** None

**Approval of Bills:** Motion by Hemgesberg, support by Hedrich, to pay the bills as presented. Bills totaled \$57,048.95 Roll Call Vote – Yeas: Hemgesberg, Gross, Hedrich, Carlton and Ruthig. Nays: None. 5 Yeas, 0 Nays. Motion Passed.

**Adjournment:** Motion by Hedrich, support by Carlton, to adjourn the meeting at 8:15 p.m. Motion Passed

Approved: \_\_\_\_\_

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**Cathy Gross, Treasurer – Acting Secretary  
Chesaning Township**

Supervisor Approval – Yes\_\_\_ No\_\_\_

Change Requests \_\_\_\_\_

Supervisor Joe Ruthig \_\_\_\_\_ Date: \_\_\_\_\_