Kenockee Township Board of Trustees Meeting
March 11, 2025

CALL to ORDER:

-Meeting was called to order by Supervisor Molesworth at 7:05 pm

ROLL CALL:

-**Present:** Clerk Jennifer Francek, Treasurer Patty Shappee, Trustee Joshua Schieweck, Trustee Jacqui Robinson, Supervisor Tod Molesworth

-Pledge of Allegiance

APPROVAL of AGENDA:

Supervisor Molesworth entertained a motion to approve the March 11, 2025 agenda as amended, *Under New Business add f. sign up for county GIS Mapping Program and g. Building Permits.* **Motion by Treasure Shappee, 2nd by Trustee Schieweck to approve the March 11, 2025, agenda as amended. Motion passed 5/0.**

APPROVAL of the February 11, 2025 REGULAR BOARD MEETING MINUTES as presented:
: Supervisor Molesworth entertained a motion to approve February 11, 2025 regular board meeting minutes as presented. Motion by Treasurer Shappee, 2nd by Clerk Francek to approve the February 11, 2025 board meeting minutes as presented. Motion passed 4/0, with Supervisor Molesworth abstaining due to not being in attendance at the original meeting.

ZONING and ENFORCEMENT REPORT: No Report. Treasurer Shappee questioned who is handling current complaints. Supervisor Molesworth stated for him to take on the Enforcement Position we need a Resolution to change the Ordinance. Trustee Robinson said she thought someone put in for the position. Supervisor Molesworth said the one person was from Alba and it wouldn't work out. The other person, which is a woman, he didn't know how it would work out, but said he would interview with assistance from Trustee Robinson and Jim Glombowski.

TREASURER'S REPORT: We are done collecting property taxes but, since we use the postmark on the envelope, we must wait 7 business days after the 28th to settle. Yale, Port Huron and Memphis are completely paid. We have $143,269.62 delinquent taxes going to the county. We owe the county $9,558.11.

There were a few people angry residents regarding "interest and penalties" on Summer Taxes. Treasurer Shappee checked with Molly at the county and she says it stands. We do not have the option to remove these fees.

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Draft created 3.20.25 gmr
Finalized 4/8/2025 gmr

Treasurer Shappee shared the Township Bank Account balances as of March 11, 2025.

Fire Dept. Checking	$51,614.56	
General Fund	$50,987.17	
Capital Improvement - Fire Dept.	$63,561.87	
Parks & Rec	$46,525.77	
Capital Improvement - General Fund	$64,753.16	
Building Fund	$18,288.25	
ARPA	$35,708.72	
Credit Card Holding Account	$146,219.58	
Fire Dept. Equipment CD 8264	$65,119.96	
Tax Account	$563,482.59	
General Fund – CD 8265	$27,908.53	
Fire CD	$38.528.85	
Township General Fund (from ARPA)	$70,000.00	

ASSESSOR'S REPORT: Read by Supervisor Molesworth

Barb Cutcher – Board of Review met on March 4, 2025 for the Organizational Meeting. The first Public Meeting was Monday from 3 pm – 9 pm. There were 11 petitions filed. They will meet again on Wednesday and Thursday March 13 and 14, 2025 from 9am – 3pm.

She also wanted to thank everyone for the good wishes and understanding regarding her set-back and health issues. She wanted to give a special thanks to Robbie Daily and Karen Trisch for the extra kindness they expressed.

FIRE DEPARTMENT REPORT:

Chief Click asked if there were any updates with Maner. Supervisor Molesworth questioned which part of Maner; the audit? Chief Click asked about MERS. He thought Maner was going to care for MERS. Clerk Francek explained that Maner is not and was not planning to handle MERS. Back at the meeting with the Board Members and Maner, it was determined that payroll would be handled in office. She explained she talked with the IRS and State and things are up-to-date.

Chief Click asked for approval to start getting quotes for a new fire hall. Supervisor Molesworth asked how a new building would be funded, it's not shown on the budget submitted. Chief Click said there are CD's and monies left over from the previous two years. He did not know the amount left from the previous years since the budget was not updated.
Motion by Treasurer Shappee to allow Chief Click to begin getting quotes for a new fire hall building. No one seconded the motion. Motion Denied.

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Calls for the month of January 2025: 8 medicals, 2 mutual aids, 1 personal accident and 1 structure fire for a total of 12 calls.

Chief Click also stated for the Emmett Fire Report; we need to FOIA the Emmett Fire Department regarding the Structure fire since they didn't provide any information. He stated the Kenockee Fire Department made it to the fire before Emmett. (This was a camper fire and should not be included in their average) Supervisor Molesworth said he will get the information, there is no need to FOIA.

PLANNING COMMISSION REPORT:

Ron Medere reported they are still working on the Master Plan. They have some mapping to update and have been working with GIS Mapping and the County. Hoping the planner will come to their April 2025 meeting. Updating definitions and working on the Battery Ordinances.

Treasurer Shappee questioned for the budget submitted for the current year. There are line items for Planning and Zoning wages. Ron said they are looking for clarification but wanted to make sure everything is covered.

ZBA REPORT: nothing to report.

TRUSTEES REPORT:

Trustee Robinson – nothing to report.

Trustee Schieweck –nothing to report.

PARKS and RECREATION:

Bob Mielke – February 20, 2025 there was a Parks Meeting where they discussed wages for Chairperson, Secretary, and Dana Schieweck which will be submitted with the budget.

Reviewed and updated the Parks and Rec bylaws which will be presented to the board at the next meeting.

Recreation and Concessions – there is $618.29 left from last year's budget. Dana will be using this to start the concession stand for the 2025 season. Still working out the details but the plan is to not ask for extra monies for concessions in the budget. Also working on setting up line items and weekly deposits.

We need to seed the septic field which may be an issue with keeping people off the location. We may need to set up snow fence for barriers.

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Baseball fields, we are looking at spending $11,000 for updates.

Kenockee Car Fest will be August 16, 2025. It will be called the Kenockee Car Fest and will include Tractors. Operations for the Car Fest will be handled by Bob along with Jeremy Harding and volunteers. Currently we have three volunteers.

Our maintenance person from last year left. We'll need to run an ad in the paper for a new maintenance person. He confirmed that $15 is the wage for the maintenance person.

Josh Schieweck will be in charge of getting soccer equipment which is included in the Parks Budget.
Motion by Treasure Shappee, 2nd by Trustee Robinson to approve spending up to $800 for new soccer equipment.
Roll call vote – Trustee Robinson, yay. Trustee Schieweck, yay. Clerk Francek, yay. Treasurer Shappee, yay. Supervisor Molesworth, yay. Motion passed 5/0.

Bob stated he is willing to help the maintenance person get things going, but he would like to be reimbursed for fuel while using his own equipment. Treasurer Shappee stated it should be ok to use the WEX Card for fuel. Trustee Schieweck stated its imperative to turn in receipts.

Trustee Robinson asked if we could look at outsourcing the lawn maintenance. This was previously looked at and it was too expensive at $1,200 per week plus we have a 2-year-old mower. Bob said our equipment is in good shape and he can do the maintenance.

Roads and Bridges: nothing to report

Old Business:

a. Planning Commission appointment – Supervisor Molesworth is recommending Crystal Goodwin for the position. She owns horses and lives on Wixon Rd. He will ask her to go to the next meeting.
b. IRS penalty fees – handed off to Maner Costerisan. Supervisor Molesworth said he has not gotten an update yet. Treasurer Shappee asked if he would check on the Chart of Account Conversion. Supervisor Molesworth said the conversion is to take place with the new budget.
c. Property at 8737 Avoca Rd. Formerly the Bee Store. There is a Resolution to have a Public Meeting on March 20, 2025 @ 6pm to hear comments from the residents regarding vacating the streets and alleys. (See resolution below New Business – A). Supervisor Molesworth will create the letter to residents within 300 feet of the parcels in question. He will also deliver the letter or go to each residence to address the resolution. A Special Meeting Notice will also be posted.
: Motion by Supervisor Molesworth, 2nd by Trustee Schieweck to approve Resolution - 2505 to hold the Public Hearing regarding said properties. Roll-call vote: Trustee Schieweck, yay. Supervisor Molesworth, yay. Clerk Francek, yay. Treasurer Shappee, yay. Trustee Robinson, yay. Motion passed 5/0.

New Business:

a. Resolution to vacate Cherry St south of Avoca Rd., Lauren St., Elm St. east of Main, and alley between aforementioned section of Elm and Avoca Rd (M-136). See Old Business option c.

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b. Resolution to vacate Birch St. north of Avoca Rd. (M136) - See Old Business option c.
c. Public Hearing to vacate streets in the northwest area of the Avoca Settlement - See Old Business option c.
d. Reestablish a Fire Committee – Supervisor Molesworth said he would like to reestablish a Fire Committee. It seemed to work well in the past and this would give us an entity to move toward a Fire Authority.
: Motion by Supervisor Molesworth, 2nd by Trustee Schieweck to approve reestablishing a Fire Committee. This is an unpaid position. Roll-call vote: Trustee Schieweck, yay. Supervisor Molesworth, yay. Clerk Francek, yay. Treasurer Shappee, nay. Trustee Robinson, yay. Motion passed 4/1.
e. Reestablish an Annual Meeting – Normally held a week before the end of the fiscal year.
: Motion by Supervisor Molesworth, 2nd by Clerk Francek to approve reestablishing an Annual Meeting (date to be determined) Motion passed 4/1 with Treasurer Shappee, nay vote.
Sign up for county GIS Enhanced Mapping Program – Supervisor Molesworth said he would like to opt in. The PC said they would share the expense. The cost would be $5000 for 5 years.:
Motion by Trustee Schieweck, 2nd by Clerk Francek to opt into the GIS Enhanced Mapping Program at $1000 for 5 years. Roll-call vote: Trustee Schieweck, yay. Supervisor Molesworth, yay. Clerk Francek, yay. Treasurer Shappee, yay. Trustee Robinson, yay. Motion passed 5/0. Supervisor Molesworth will take the lead on contacting the county to get this started.
f. Building Permits – Treasurer Shappee brought to the attention of the Board that our Building Inspector is closing out old building permits that were issued prior to the Building Permit changes. She mentioned that this is not fair and the property owner should be able to follow the rules of when the permit was issued. Supervisor Molesworth said he would get in touch with Jim Glombowski to correct.

Approval of Bills as Presented:

Need to add in a fire truck payment, so that it will be taken from the current budget.
Motion by Trustee Robinson, 2nd by Trustee Schieweck to approve the bills as amended. Roll call vote; Robinson – yay, Shappee – yay, Francek– yay, Schieweck – yay. Supervisor Molesworth, yay. Motion passed 5/0

Special Correspondence: Mike Francek stated he asked to be put on the agenda not just under correspondence. Mike read a prepared letter addressed to the Board and asked the letter be attached to these notes. (see attached) Mike asked each Board Member if they believed we should follow the Policies and Procedures put together by Maner Costerisan. He is looking for budget/audit updates. He is looking for what Maner does for the township and would like to know how much we have spent with them to-date. Mike also discussed our hire/fire process asking we follow some kind of guideline.

Comments From the Floor: Rick Francek – Roads and bridges. He asked when the next Road Tour was. (April 8, 2025) He asked if the board would approve the supervisor to be able to make decisions on stone/gravel during the road tour so we can get things done earlier in the year.

Rick also asked the process of getting a burn permit. Kenockee's permit is for 1 year. Emmett's permit is for 1 month. Going forward, if someone is in the area covered by the Emmett Fire

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Contract, they should get their Burn Permit at the Kenockee Township Hall, and we will notify Emmett that the Permit is in place by sending them a copy of the permit.

Rick mentioned during the January 2025 meeting he had Supervisor Molesworth read a prepared statement written by him. He asked for a list of who does what for the township. Supervisor Molesworth said that list will be available at the April Meeting. Rick also said his letter was suppose to be attached to the minutes but it was not. *Deputy Clerk Rowbotham checked on this and found the letter was inadvertently left out. She has since made a correction to the January 2025 meeting minutes and the letter is attached.*

Rick also gave Supervisor Molesworth a copy of correspondence Emmett sends out to their residents yearly.

Correspondence:

Township focus. Michigan Historical Preservation in May.

Trustee Robinson circled back to the fire department asking why they are so upset with the idea of a fire committee. He feels he is doing the job asked. He is also concerned that he is asking about putting up a new fire department building and the board is not supportive. Trustee Schieweck mentioned that our tanker is getting older. Both he and Supervisor Molesworth said we need to save for a new tanker. Bob Mielke said we've changed plans twice and need to work with engineering to ensure everything can be placed properly. Jason Cook stated the Fire Committee needs to have guideline. Supervisor Molesworth state this would be a committee they do not make decisions or rules.

Adjournment - Motion by Trustee Schieweck, 2nd by Trustee Robinson to adjourn the meeting. Motion approved 5/0. Meeting adjourned 8:35pm.

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