

**Watertown Charter Township**  
**April 15, 2024, Board of Trustees Regular Meeting Minutes - DRAFT**

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1. **CALL TO ORDER:** The meeting was called to order at 7:02PM by Supervisor Maahs with the Pledge of Allegiance to the Flag of the United States of America.

**BOARD MEMBERS PRESENT:** Supervisor John Maahs, Treasurer Sue Biergans, Clerk Carolyn Brokob, Trustee Chad Cooley, Trustee Todd Hufnagel, Trustee Holly Madill, and Trustee Ron Overton.

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Township Manager Jennifer Tubbs and Township Planning Director Andrea Polverento.

**PUBLIC SIGNED-IN:** Shari Montgomery, Jim Shirey, Ken Mitchell, Jake Pearson, Peg McLeod, and Martha Hoffman.

2. **PUBLIC COMMENT:**

Commissioner Mitchell provided an update. Clinton County Dispatch is in desperate need of staff. The county has raised the rate of pay and sign-on bonuses. The Commissioner also encouraged use of Smart 9-1-1 and the app “What Three Words” for people who may become lost. He will send a link to the Clerk to share.

Trustee Overton commended Clerk Brokob and her Deputy on their attention to detail.

3. **CONSENT AGENDA:**

Motion by Trustee Cooley, seconded by Trustee Madill, to approve the consent agenda as amended. Motion carried unanimously.

4. **AGENDA APPROVAL:**

Addition of Clinton County Road Commission contracts (New Business 9E).

Motion by Trustee Madill, seconded by Trustee Cooley, to approve the agenda as amended. Motion carried unanimously.

5. **APPROVAL OF MINUTES:**

**A. March 18, 2024 – Regular Meeting**

Motion by Clerk Brokob, seconded by Trustee Madill, to approve the regular meeting minutes of March 18, 2024, as presented. Motion carried unanimously.

6. **APPROVAL OF BILLS:**

The additional bill list was added to the consent agenda.

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Motion by Treasurer Biergans, seconded by Trustee Madill, to approve the additional bill list placed on the table dated April 15, 2024. Motion carried unanimously.

7. **PUBLIC HEARING:** None.

8. **PENDING BUSINESS:** None.

9. **NEW BUSINESS:**

**A. Reappointment of Richard Turcotte to Construction Board of Review**

Motion by Trustee Madill, seconded by Trustee Cooley, to re-appoint Richard Turcotte to the Construction Board of Appeals with a term of May 1, 2024 – April 30, 2027. Motion carried.

**B. Planning Commission Appointment to Zoning Board of Appeals**

Motion by Trustee Hufnagel, seconded by Treasurer Biergans, to concur with the recommendation of the Planning Commission and appoint Richard Adams as the Planning Commission's representative to the Zoning Board of Appeals for a one-year term. Motion carried.

**C. Resolution 4-15-2024-1 Partial Termination of a Farmland Development Rights Agreement – James Lonier**

Motion by Trustee Madill, seconded by Trustee Hufnagel, to waive the reading of Resolution 4-15-2024-1 for Partial Termination of a Farmland Development Rights Agreement (with a pre-existing structure). Motion carried.

Motion by Clerk Brokob, seconded by Trustee Hufnagel, to adopt Resolution 4-15-2024-1 for Partial Termination of a Farmland Development Rights Agreement (with a pre-existing structure).

Roll Call Vote: Those voting AYE were Cooley, Madill, Brokob, Hufnagel, Maahs, Biergans, Overton.

Absent: None.

Seven AYES, zero NAYS. Motion carried unanimously. Resolution adopted.

**D. Case No. 24-03 Special Land Use – House of Promise, 15275 Francis Road**

Planning Director Polverento provided a summary of the request and Planning Commission public hearing. Polverento and Shari Montgomery answered questions related to the request.

Motion by Clerk Brokob, seconded by Trustee Hufnagel, that the Board of Trustees **concur** with the recommendation of the Planning Commission and **approve** Case No. 24-03 SLU for Shari Montgomery of the House of Promise, for an amendment to Special Land Use Permit No. 17-02, to authorize expansion of the campus of the House of Promise, in a phased approach, with Phase 1 of construction to include a 4,323 square foot boarding facility, and future phases to include two additional boarding facilities and a community center of similar size, in accordance with their existing permit to operate a private boarding school at 15275 Francis Road, in Section 27 of Watertown Charter Township, provided that conformance to conditions **1-10**, as noted in the staff report, are

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achieved to the satisfaction of the Township Zoning Administrator as being in accordance with the requirements of the Watertown Charter Township Zoning Ordinance.

Roll Call Vote: Those voting AYE were Overton, Madill, Brokob, Hufnagel, Maahs, Cooley, Biergans.

Absent: None.

Seven AYES, zero NAYS. Motion carried unanimously.

**E. 2024 Additional Contracts with Clinton County Road Commission**

Two additional 2024 contracts with Clinton County Road Commission were distributed at the meeting. Contract 497.015.150373 in the amount of \$10,000 is for mowing the roadsides of the local roads throughout the township. Contract 497.015.150474 in the amount of \$3,360.30 is for the replacement of a damaged culvert in Gloria Miller Looking Glass Valley Park.

Motion by Trustee Madill, seconded by Trustee Cooley to approve contract number 497.015.150373 and 497.015.15474 with Clinton County Road Commission in an amount not to exceed \$13,360.30. Motion carried unanimously.

**F. BOARD MEMBER AND PUBLIC COMMENT:**

The Dump Your Junk collection event is this Saturday, April 20, 2024. Volunteers are needed.

The Looking Glass Garden Club Native Plant Sale is Saturday, May 11, 2024. The location has changed to Tractor Supply Company on Grand River.

**G. ADJOURNMENT: 7:39PM**

Date approved:

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John Maahs, Supervisor

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Carolyn Brokob, Clerk