

# Watertown Charter Township

12803 S. Wacousta Road, Grand Ledge MI 48837 | (517) 626-6593  
**February 22, 2022 Board of Trustees Regular Meeting Minutes**

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**CALL TO ORDER:** The meeting was called to order at 7:01PM by Supervisor John Maahs with the Pledge of Allegiance.

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

**BOARD MEMBERS ABSENT:** None

**STAFF PRESENT:** Township Manager Jennifer Tubbs.

**PUBLIC COMMENT:** None

## **CONSENT AGENDA:**

Motion by Trustee Hufnagel, seconded by Trustee Cooley, to approve the consent agenda as presented. Motion carried.

## **AGENDA APPROVAL:**

**Addition to New Business #5 - Update from Brad Gurski, SCCUMA Director**

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

## **APPROVAL OF MINUTES:**

### **1. January 18, 2022 – Regular Meeting**

Motion by Trustee Overton, seconded by Treasurer Biergans, to approve the regular meeting minutes of January 18, 2022. Motion carried.

### **2. February 7, 2022 – Special Meeting**

Motion by Trustee Madill, seconded by Clerk Brokob, to approve the special facilitated visioning meeting minutes of February 7, 2022. Motion carried.

## **APPROVAL OF BILLS:**

Supervisor Maahs noted the additional bill list on the table and the bill in the packet.

Motion by Trustee Cooley, seconded by Treasurer Biergans, to approve the bill list dated February 22, 2022, and the bill presented in the packet. Motion carried.

## **NEW BUSINESS:**

### **1. 2021 Planning Commission Annual Report**

Motion by Trustee Madill, seconded by Trustee Cooley, to accept and place the 2021 Annual Report of the Planning Commission on file. Motion carried.

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### 2. Credit Card Limit Increase

It is recommended to increase the township manager's credit card limit from \$2,000 to \$5,000 to correspond with the current purchasing credit limit of \$5,000. This will alleviate many issues of requiring several credit cards to make Township purchases due to limits.

Motion by Trustee Madill, seconded by Trustee Overton, to amend Board Policy 4.11H to increase the limit for the township managers credit card to \$5,000. Motion carried.

### 3. Board Policy Updates

Motion by Trustee Cooley, seconded by Trustee Madill, to appoint an ad hoc committee consisting of the township clerk, treasurer, and manager to conduct a review of the township policies and bylaws and make a recommendation to the board for any changes. Motion carried.

### 4. Discussion on Clark Road

Trustee Overton asked that this item be placed on this agenda to begin discussions of the potential paving project on Clark Road (non-motorized plan, paved shoulders, etc.). Manager Tubbs recommended a future meeting be scheduled and invite Clinton County Engineer and Road Commission to discuss options and cost. The Board was amenable to that suggestion.

### 5. Southern Clinton County Municipal Utilities Authority (SCCMUA) Update

SCCMUA Director, Brad Gurski, provided an update on sewer plant upgrades and funding. A memorandum dated February 22, 2022, from Brad Gurski was distributed to the Board of Trustees outlining upgrade plans and funds required. The Board was interested in a tour of the facility in the coming months. Brad will provide periodic updates. A resolution authorizing Watertown's commitment will be forthcoming.

### DISCUSSION AND PUBLIC COMMENT:

Trustee Madill conveyed that the Safe Routes to Schools in the eastern part of Watertown Township have been well maintained.


Clerk Brokob provided an election update. The May 3, 2022, election for township residents in Lansing School district will be consolidated with City of Lansing. The Election Commission established an Absent Voter Counting Board.

The Board discussed the ice rink, parade, and triathlon.

**ADJOURNMENT:** 7:43PM.

Date approved March 21, 2022

  
John Maahs, Supervisor

  
Carolyn Brokob, Clerk