

**SEVILLE TOWNSHIP BOARD MEETING**  
**8143 W Madison Rd, Elwell, MI**  
[www.sevilletownship.com](http://www.sevilletownship.com)  
**September 13, 2023 at 7 pm**

Supervisor Tish Mallory called the meeting to order at 7:07 pm followed with the Pledge of Allegiance to the United States of America.

Members Present: Supervisor Tish Mallory, Clerk Jennifer Balcom, Trustee Douglas Brecht, and Trustee Michale Miller. Treasurer Ashlee Gibson-Smith arrived late at 7:13 pm.

Notable Others: Linda Kresnak, Zoning Administrator  
Linda Kresnak  
Justine Peterson, Seville Township Public Library Director  
Dave Owens, County Commissioner,  
Michael Homier, Seville Township Attorney (Foster Swift)

Motion by M Miller second by D Brecht to approve the agenda. **MOTION APPROVED.**

Public Comments: 7:08-7:15 pm

Motion by M Miller, second by J Balcom to approve the minutes of the 8/9/23 Meeting. **BOARD MINUTES APPROVED.**

Treasurer's Report:	General Fund	\$647,660.92
	Trust and Agency	\$1762.46
	Tax Account	\$90,211.50
	Fire/Rescue Millage	\$157,138.28
	Library	\$310,606.39

Motion by T Mallory, second by M Miller, to accept the Treasurers Report of August 1, 2023 to August 31, 2023. **TREASURER REPORT APPROVED.**

Motion by M Miller, D Brecht to approve the General Ledger Accounts Payable for the period 8/10/23 thru 9/12/2023 totaling \$19,556.44. **PAYABLES APPROVED.**

T Mallory reported there is no additional information on the land purchase.

T Mallory stated the Township received the site engineered print from Doug Dice. This is the last document needed for the three builders to provide final quotes.

T Mallory discussed the unapproved burial at Riverdale Cemetery. The Township has drafted a letter to the owners of the plot in question.

Motion by M Miller, second by D Brecht to table Cemetery Ordinance revision until lawyer review. **MOTION APPROVED.**

Motion by M Miller, seconded A Gibson-Smith, to approve the bid from Skywalker Tree Service for \$1800 for tree removal at Riverdale Cemetery. **MOTION APPROVED.**

T Mallory attended the Master Plan Kick-Off meeting on September 13, 2023 and reported on a survey which will likely go out to residents in the December 2023 newsletter.

T Mallory lead the Board in a discussion regarding the Township Rules of Procedure which were tabled at the last meeting. The Board has made the decision not to adopt Rules of Procedure, but instead will focus on adopting individual policies. The Board will review a Public Comment Policy at October Board Meeting.

T Mallory reported on the draft Grass, Noxious Weeds and Vegetation Ordinance. Draft ordinance from Foster Swift to be presented at a future meeting.

Motion by T Mallory, seconded by M Miller to adopt the Resolution to pass the new FOIA policy. **ROLL CALL VOTE 5 AYES 0 NO MOTION APPROVED.**

T Mallory presented to the Board the new Planning Commission By-laws which were adopted at the September meeting.

T Mallory discussed appointing Ralph Ward to the Planning Commission. Planning Commission members are appointed for three year terms. A current member of the Planning Commission is currently a holdover, having served beyond the three years limit. Township attorney, Michael Homier read from portions of the Planning and Enabling Act which governs the Planning Commission. Homier explained the definition of the ex-officio member of the commission, who also serves on the Township Board. The ex-officio member is the only planning commission member to serve a 4 year term.

Motion by T Mallory, seconded by M Miller to appoint Ralph Ward to the Planning Commission through July 2025. **MOTION APPROVED.**

T Mallory discussed the process for Zoning Violations citations. The Township Board expressed concern that a trailer in Riverdale, recently condemned by the Health Department, is still occupied. The police do not have the authority to take action without the authorization of the Health Department. The Health Department is the agency who must initiate action with the county prosecutor.

J Balcom discussed the resolution for early voting. The resolution states that Seville Township wishes to participate in the Gratiot County Early Voting center which will be located at the Area on Aging in Ithaca. The resolution not only permits the Township to participate but to sign a forthcoming agreement.

Motion by T Mallory, second to M Miller to adopt the Resolution to Establish the Gratiot County Vote Center as an Early Voting Site for all Elections held within Seville Township's Jurisdiction. **ROLL CALL VOTE 5 AYES 0 NO MOTION APPROVED.**

T Mallory reported that the Alma Fire District was approved for a \$50,000 grant.

Treasurer A Gibson Smith shared that tax collection will occur on September 14<sup>th</sup> from 9-5 pm at the Seville Township Hall. Cash and check payments will be accepted. If paying in cash, exact amount is necessary

T Mallory reported on two upcoming meetings:

Healthy Pine River @in Swanson Academic Center at Alma College at 7 pm

Cemetery Committee Meeting at Seville Township Hall at 6 pm

T Mallory reported that the Elwell Park pavilion was vandalized. The Township filed a police report and is in the preliminary stages of filing an insurance claim. The park camera caught footage of the individual involved, who is a minor. The Gratiot County prosecutor has not determined if charges will be filed. T Mallory will provide the prosecutor's office with repair estimates once the Township receives them.

T Mallory reported that a new Township logo will be necessary for participation in the Gratiot County Master Plan. The new logo conversation was tabled until the October meeting.

T Mallory reported on the upcoming Gratiot County Conservation District Tire Collection event. There is an 8 tire limit/appts are required. The Township was informed that appointments are currently full and the announcement should be pulled from the Township website.

Treasurer A Gibson-Smith provided a quote for BS&A software which would allow for more efficient property tax collections and monthly payables. While the Township makes every effort to be thorough and efficient, it is no longer feasible to maintain the complex Township budget in a spreadsheet as has been past practice. Roslund Prestage, the Township's current accountant, is doing a great job but they do not have municipal accounting experience. Currently, BS&A is scheduled 18 months out for implementation. Quotes were provided for both Township and Library account. Township will request a demo of the software.

T Mallory reiterated that the previously Fiscal Agency Agreement requires the Seville Township Library to acquire a new EIN before the end of calendar year 2023.

Motion by T Mallory, second by M Miller to amend the agenda to add the amendment of the Marijuana Ordinance so the Township Board can have a discussion on a potential provisional center while the Township Attorney is present. **MOTION APPROVED.**

Township attorney Michael Homier informed the Board that because the Marijuana Ordinance is a zoning ordinance, discussions for amending it should begin at the Planning Commission. If a community member wishes the Township to amend the ordinance, they should petition the planning commission to review it by submitting an application. There are multiple ways to amend a zoning ordinance, but a public notice must be published and a public hearing held. Once the public hearing is held, the planning commission votes and send

the voted recommendation to the Township Board. The Township Board has the final say in accepting or rejecting the Planning Commission's recommendation. The County has waived their right to comment on text amendments. The Township does not currently have an application for zoning ordinance amendments. The Township will work with the Attorney to develop one for future use.

M Homier also informed the Township Board that a referendum against a proposed amendment could be placed on the ballot by the voters if petition signatures are gathered. There are two different avenues for placing an issue on the ballot via referendum. The Township Board inquired whether the Township itself could place the amendment on the ballot. Homier stated this was not legally permissible.

A community member inquired whether it was a conflict of interest / incompatible position for the Township Supervisor to serve on the Alma Fire District Board. Homier stated that it was not an incompatible position because the position was created through an intergovernmental agreement where joint administration/dual service is not prohibited. Homier read aloud from a 2009 Michigan Attorney General opinion supporting this.

Zoning Administrator, L Kresnak, reported on letters sent to residents. One resident responded favorably and has made significant progress on property clean-up

Upcoming Meeting:

Family Fun Day at Lumberjack Park, September 16<sup>th</sup> 10-6 pm

Planning Commission Meeting, October 10, 2023 @ 7 pm

Public Comments: 9:53-10:02 pm

Motion by Miller, seconded D Brecht to adjourn the meeting at 10:03pm **MOTION APPROVED.**

Patricia Mallory, Supervisor

Jennifer Balcom, Clerk