

# SEVILLE TOWNSHIP

8143 W. Madison Road, P.O. Box 222  
Elwell, MI 48832  
[www.SevilleTownship.com](http://www.SevilleTownship.com)

## Board Meeting Minutes

**Date:** 3/13/2024  
**Time:** 6:30 PM  
**Location:** Seville Township Hall  
8143 W. Madison Road  
Elwell, MI 48832

**MEETING TYPE**     Regular     Special  
**MINUTES TYPE**     Proposed     Approved

**I. Call To Order**

The meeting was called to order at 6:43 PM

**II. Pledge of Allegiance**

**III. Roll Call**

Board Member Attendance:

Patricia (Tish) Mallory	Supervisor	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ashlee Gibson-Smith	Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Ann Moomey	Clerk	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Doug Brecht	Trustee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michale Miller	Trustee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Other Township Attendees:

Linda Kresnak	Zoning Admin.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Amy Densmore	Deputy Clerk	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Jim Mulder	Cemetery Mgr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**IV. Approval of Agenda**

**Action requested:** Motion to amend/approve the **agenda** as suggested.

<b>Motion</b>	Miller		
<b>Support</b>	Gibson-Smith		
	<b>VOTE</b>	<b>AYES</b>	<b>NAYS</b>
		5	0

**V. Public Comment.** Comments were provided and summarized as follows:

- **Deb Parker.** Seville Township resident raised her concerns regarding the proposed Township Hall building process and the Township's handling of a blight situation with a resident on Lumberjack Road.
- **Sherry Root.** Seville Township resident shared that she is assisting in gathering signatures from local voters in an attempt to collect the needed number (statewide) to force a ballot initiative on the November 2024 ballot that would allow voters to vote on restoring decision making at the local level with regard to large wind and solar projects. Additionally, she shared information on events scheduled for Lumberjack Park on 03/23/2024 including an Easter egg hunt and pancake breakfast. She indicated they are looking for volunteers to assist with the event.
- **Kory Dancer from JK Growers.** Shared that JK Growers is in the final stages at the state level (with the Cannabis Regulatory Agency) to transfer its medical and adult-use marijuana licenses to EFF! LLC.
- **Justine (from the Library).** Shared March events at the Seville Township Library.

**VI. Approval of Minutes**

**Action requested:** Motion to approve the **02/14/2024 Board Minutes as presented.**

<b>Motion</b>	Miller		
<b>Support</b>	Brecht		
		<b>VOTE</b>	
			<b>AYES</b>
			<b>NAYS</b>
			5
			0

**VI. Treasurer’s Report.**

**Action requested:** Motion to approve the **Treasurer’s Report** as presented.

General Fund	\$448,994.43
AARPA Funds	\$218,775.79
CD Balance	\$79,823.78
Trust & Agency	\$634.13
Tax Account	\$116,313.66
Fire Millage	\$221,400.91

<b>Motion</b>	Brecht		
<b>Support</b>	Miller		
		<b>VOTE</b>	
			<b>AYES</b>
			<b>NAYS</b>
			5
			0

**VII. Payables Report.**

**Action requested:** Motion made to approve the **Payables Report with the recommended changes, as discussed, in the amount of \$13,056.**

<b>Motion</b>	Mallory		
<b>Support</b>	Brecht		
		<b>VOTE</b>	
			<b>AYES</b>
			<b>NAYS</b>
			5
			0

**VII. Old Business**

- a. **ARPA Funds Reporting Schedule.** Mallory noted that there is a required reporting cycle due on 04/30/2024. More will be discussed on this at the April 2024 meeting.
- b. **Township Spring Clean-up Day (05/04/2024 8am - Noon).** The Board discussed that the original information about the day was going to exclude any mattresses from being dropped-off. It was agreed that one mattress (or one set of mattress and box springs) per household was reasonable and that was allowable.
- c. **Board of Review.** Mallory noted that the Board of Review met on Monday 03/11/2024 from 3pm – 9pm, and they will meet again on Friday 03/15/2024 from 9am – 3pm.
- d. **2024-2025 Gratiot County Road Commission Contract.** The Board discussed the numbers contained within the proposed budget allotted for this work.

**Action requested:** Motion made to approve the basic maintenance fee charged by the county road commission, 2x the allotment for dust control and \$8500 to cover the Williams Road chip/seal.

<b>Motion</b>	Gibson-Smith		
<b>Support</b>	Brecht		
		<b>VOTE</b>	
			<b>AYES</b>
			<b>NAYS</b>
			5
			0

- e. **Land Purchase and Bids.** Seville resident, and general contractor, Rob Lott was in attendance. **Mallory** invited Mr. Lott to address the Board and discuss his most previous bid proposals and/or to present any updated bids to the Board at this time. Lott offered that an updated bid was available and that the amount he was proposing included all permitting, well, electric, gas and site work.

**Action requested:** Motion made to accept the bid presented by RJ Lott Contracting and to move forward with the construction of the new Township Hall.

<b>Motion</b>	Miller		
<b>Support</b>	Mallory		
	<b>VOTE</b>	<b>AYES</b>	<b>NAYS</b>
		5	0

**Additional discussion:** Mallory noted that the Board had previously approved the purchase of the land and that in the event she received any enumeration from that transaction all funds she received would be 100% donated back to the Township.

- f. **Municipal Accountant Follow-up. Gibson-Smith** is continuing to follow-up with Blystone & Bailey, CPA firm in Mt. Pleasant. **Densmore** apologized for not having an update on the Yeo & Yeo engagement letter for the Township audit consideration.

**Action requested:** Motion made to authorize **Gibson-Smith** with obtain, review and sign an engagement letter for auditing services with Yeo & Yeon so long as the engagement of services and projected fees are within the budgeted limits and meet the needs of the Township.

<b>Motion</b>	Mallory		
<b>Support</b>	Miller		
	<b>VOTE</b>	<b>AYES</b>	<b>NAYS</b>
		5	0

- g. **MMDHD Update.** Mallory shared that there has been no update from MMDHD since the last meeting. They had previously stated they would be out doing septic checks including the property on Duffield Road to ensure it had the correct lid.
- h. **Fred Meijer Trail/Story Walk.** Justine (from the library) shared that she is still interested in pursuing this for this summer and that it would be on the trail (in the direction back toward the bridge).
- i. **MTA Convention.** Mallory is contemplating attending one (1) day. **Densmore** indicated she is likely going to pursue the virtual option in lieu of going to Traverse City for the sessions.
- j. **Zoning Citations.** The citation books have not yet been received; **Gibson-Smith** was going to check to see if there was a delivery date estimated. **Miller** commented that he thought there was an extended period required due to printing the books.
- k. **BS&A/Cloud.**

**Action requested:** Motion made to authorize **Gibson-Smith** to obtain, review and sign an engagement letter BS&A Cloud services.

<b>Motion</b>	Miller		
<b>Support</b>	Brecht		
	<b>VOTE</b>	<b>AYES</b>	<b>NAYS</b>
		5	0

- l. **Fire Millage Money Market Account.** **Gibson-Smith** confirmed that the Money Market account had been established at Huntington Bank for purposes of earning a higher interest rate on the Fire Millage funds.
- m. **February 27, 2024 Presidential Primary Recap.** **Moomey and Densmore** shared that the primary election went smoothly.
- n. **Tree Trimming in Cemeteries for down trees.** **Miller** volunteered to assist Mulder with cutting up trees that have fallen or are creating a hazard in the cemeteries. A workday will be identified in April.

o. **JK Growers License Transfer.**

**Action requested:** Motion made that the minutes reflect acknowledgement that JK Growers is working through the state process to transfer its medical and adult use marijuana licenses to EFF! LLC.

<b>Motion</b>	Mallory		
<b>Support</b>	Miller		
		<b>VOTE</b>	
			<b>AYES</b>
			<b>NAYS</b>
			5
			0

VIII. **New Business.**

a. **2023-2024 Budget Line Item Adjustments.** Tabled.

b. **2024-2025 Budget Discussion and Approval.**

**Action requested:** Motion made to adopt the 2024-2025 General Appropriations Act Resolution to approve the Township Budget for the fiscal year beginning April 1, 2024.

<b>Motion</b>	Miller		
<b>Support</b>	Brecht		
		<b>VOTE</b>	
			<b>AYES</b>
			<b>NAYS</b>
			5
			0

[**Note:** it was discovered after the meeting adjourned that the Gratiot County Herald failed to publish the Township’s BUDGET HEARING PUBLIC NOTICE. To ensure the Township Board is in compliance with applicable law, another request will be made to post the notice in the paper on March 21, 2024, reflecting a new hearing date of **March 27, 2024 at 9:15 a.m.** (the law requires that the posting be at least 6 days prior to the hearing date) followed by a **March 27, 2024 Special Board Meeting at 9:30 a.m.** for the purpose of reviewing and approving the budget.]

c. **Marihuana Schedule of Fees.** Mallory invited Kory Dancer to share his input on the fee structure for the upcoming year. Dancer asked the Board to consider lowering the Township’s Annual Renewal Fee for Class A Medical Marihuana Grows from \$4,000 to \$1,500 which aligns with the state’s fee schedule for the same license type.

**Action requested:** Motion made to reduce the Township’s Annual Renewal Fee for Class A medical Marihuana Grow License from \$4,000 to \$1,500 effective with the April 2024 renewal date.

<b>Motion</b>	Mallory		
<b>Support</b>	Gibson-Smith		
		<b>VOTE</b>	
			<b>AYES</b>
			<b>NAYS</b>
			5
			0

d. **Ferris Road Bridge Repairs.**

**Action requested:** Motion made to approve the resolution provided by Gratiot County to the Township supporting the repairs, and associated Township costs, related to the Ferris Road Bridge.

<b>Motion</b>	Mallory		
<b>Support</b>	Gibson-Smith		
<b>Roll Call Vote</b>		<b>AYES</b>	<b>NAYS</b>
	Brecht		
	Miller		
	Mallory		
	Moomey		
	Gibson-Smith		

- e. **Library Improvements. Justine (from the library)** shared with the Board that she inadvertently thought that “interior” renovations and repairs were required to be Board-approved, however, upon further review of the Library lease, it was confirmed only “exterior renovations, repairs required that prior authorization. Justine shared that the Library will be getting new carpet and paint. **No Board action required.**
- f. **March 12, 2024 Planning Commission Meeting Update. Mallory** and Miller updated that Board on the actions taken at the Planning Commission at its meeting on 03/12/2024 including the public hearing that was held on the Fence Ordinance and the special permit that was approved for the resident related to their solar panel request. The revised Fence Ordinance will be on the Board’s April meeting agenda for review and approval.
- VI. **Zoning Administration. Kresnak** provided an update on her work with regard to the ongoing blight properties.
- VII. **Planning Commission.** Next meeting is scheduled for April 9, 2024, at 7:00 p.m.
- VIII. **Public Comment**
  - **Sherry Root.** Restated the details regarding the signatures she is working to obtain on the petition and the activities taking place at Lumberjack Park on March 23, 2024.
  - **Dave Owens – Gratiot County Commissioner.** Shared that the decision had been made to add a flashing light at the corner of M46 and Warner Road. It will be flashing yellow for traffic traveling on east/west on M46 and flashing red lights for traffic traveling north/south on Warner.
  - **Justine (from the Library).** Restated the details regarding the upcoming library events.
- IX. **Final Board Comments. Mallory** noted the next Board meeting date is April 10, 2024.
- X. **Adjournment**

**Action requested:** Motion to adjourn at 8:13 p.m.

<b>Motion</b>	Brecht		
<b>Support</b>	Gibson-Smith		
	<b>VOTE</b>	<b>AYES</b>	<b>NAYS</b>
		5	0

**Minutes Certification:**

**PROPOSED** minutes respectfully submitted:

*Amy Van Atten-Densmore*

03/13/2024

Amy Van Atten-Densmore, Deputy Clerk

Date

APPROVED by the Township Board on 03/27/2024

*Patricia Mallory*  
 Patricia Mallory, Supervisor

3/27/24  
 Date

*Ann Moomey*  
 Ann Moomey, Clerk

3/27/24  
 Date