

**DECEMBER 7<sup>TH</sup> REGULAR MEETING MINUTES**  
**TUSCARORA TOWNSHIP**  
**3546 S. Straits Hwy**  
**Indian River, MI 49749**

- **Call to Order with Pledge of Allegiance**

Supervisor Ridley called the meeting to order at 7:00 pm

- **Roll Call of Board Members –**

Present – Kramer, Webb, Ridley, Vance

Absent – Balazovic, there was a quorum of the Board present.

- **Minutes of November 2, 2021, meeting**

Motion to adopt the minutes with corrections made by Kramer supported by Vance Motion carried.

- **Adopt Agenda** -with addition of Board Chairs, Website/Office Assistant and Sexton – Motion to adopt the agenda as amended made by Vance, supported by Ridley. Motion carried.

- **Public Comment on Agenda Items**

One public comment – public comment closed @ 7:18

- **Correspondence**

Dolly Rodriguez (noted and filed)

- **Treasurer's Report and Bills**

Motion to pay the bills minus the Pontem license invoice made by Vance and supported by Webb. Motion carried.

- **Police Report**

Chief Temple reported. Motion made by Webb and supported by Kramer to allow the Chief to proceed with his personnel plan to replace his retiring Administrative Assistant with a current full time Officer which will allow him to use that Admin/Officer to cover road of need be to help reduce overtime. He will replace both an open part time and the full-time transfer with one full time Officer which will save the Department approximately \$20,000/year. Motion carried.

- **Reports:** DDA - DDA Request for Twp. to Assume ROW at S. Straits Hwy and M-68. Motion to move forward with plan to proceed with DDA permit to assume ROW made by Kramer and seconded by Vance. Motion carried.

- **Parks Commission** – Doug Schofield commented on the ice rink.

- **Planning Commission** – John Schams commented on the five year plan.

- **Library Report** – Request made by Kathy Cole and Kelsey for new library sign and addition of basement sink.  
Motion made by Vance and supported by Kramer to approve the addition of a basement sink. Motion carried. Addition of sign tabled pending drawings/placement review.
- **Hiring Policy/Employees Handbook**  
Motion made by Kramer and supported by Ridley to adopt the Hiring Policy with changes to sections 3 and 4A to change the words “selecting officers” to “selecting officials” and include a signature section for the Clerk to sign. Motion carried.  
Motion made by Kramer and seconded Ridley by to approve the Employee handbook as amended to go forward for Legal Counsel review. Motion carried.
- **FOIA Appeal**  
Kathy/Scott Swanson requested waiving of fees for two FOIA requests.  
Motion made by Vance to approve the waiver of fees with no support.  
Motion failed.
- **Humane Society Contract**  
Ridley made the motion to contract with the Humane Society, Webb supported. Roll call Kramer no, Webb yes, Ridley yes, Vance no. Motion failed.
- **Fire Contract**  
Motion to accept the new Fire Contract made by Vance and seconded by Webb. Motion carried.
- **Letters of Engagement**  
Motion to accept the letters of engagement from Bendizinski & Co & Miller Canfield (Sewer project) by Vance, supported by Ridley. Motion passed.
- **Engineering Contract Discussion** – will revisit in January
- **Commerce Park Real Estate RFP** – Tabled for special meeting
- **Chamber Request for MOU** - Tabled
- **ARPA Discussion** – Motion to give premium pay to Police officers and Doug Schofield in the amount of \$2000.00 each, Kathy Jewell \$2500.00 by Kramer and supported by Ridley. Motion carried.
- **Meeting room Chairs** - Motion made by Kramer to authorize Mike spend \$1000.00 to purchase three more meeting room chairs supported by Vance. Motion carried.

- **Website/Office Assistant discussion** Motion to transfer website management to our Office Assistant made by Kramer supported by Vance. Motion carried.
- **Sexton discussion** – Motion to advertise for a new Sexton made by Kramer supported by Vance. Motion carried.
- **Public Comment**  
Four citizens made comments.
- **Board Comment**  
Two Board members made comments.
- **Motion to Adjourn @ 9:58 pm.**