

TUSCARORA TOWNSHIP
3546 S. Straits Hwy, Indian River, MI 49749
November 11, 2025 7:00 PM REGULAR MEETING
MEETING MINUTES

Call to order: Supervisor Maves called the meeting to order at 7:02 pm and led the pledge of allegiance.

Roll call: Present: Fisher, Maves, Smith, Hutchison, and Decker. There is a quorum.

Board member conflict of interest statement (if applicable) – none.

Public comment *on agenda items* (3 minutes per individual) Per Zoning Ordinance 200 any changes to food truck ordinance must be approved by county.

Approval of meeting agenda with changes: remove food truck ordinance part of 9a, remove 9g CIP updates, 9c RFP for O&M should be contract extensions for O&M, and add 10g cash transfer.

Motion: Fisher with changes Support: Smith Approved: All in favor

Approval of previous minutes of the October 14, 2025 Regular Meeting.

Motion: Smith Support: Hutchison Approved: All in favor

Reports:

Steve Corporon from Performance Engineers gave an update on the sewer project and change orders.

We now have 26 properties connected.

Update with Mead & Hunt – no update.

Bills – 55 invoices for a total of \$89,354.60 plus BS&A software.

Motion: Fisher Support: Smith Approved: All in favor

Treasurer report – General fund township pool has \$623,250.98. Pool account is balanced for October and plenty of money to pay the bills. Reported the breakdown on the Plante Moran bill. Working on sending the reports to KCI for the tax bills – in good shape to make the deadline. RRI payments for sewer are now set up to automatically transfer each quarter.

Motion: Decker Support: Hutchison Approved: All in favor

Correspondence – 1 -- the transfer of ownership of a 2025 Resort Class C Liquor License from Wilson's Rivers Edge, Inc. to Jake's River's Edge, LLC.

Airport – none.

DDA – have 1 opening on the board.

Library-Kelsey Rutkowski, Director – program updates. Fine forgiveness day will be December 2. We made our goal of \$50,000 for the reading garden and planning on construction to start in the spring.

Parks – Have been very busy with DeVoe beach bathrooms, Veterans Pier, ramp to warming hut, boat launch lighting study, and Christmas in Indian River (circle of trees), baseball contract updated, DDA sidewalk sealing done, will be working on 250th – July 4th details after first of the year, PAC starts November 17, one section of Greendocks will be sectioned off for law enforcement only and swimmer safety. We also have 1 open position on parks commission. The old scoreboard does not function and will be for sale \$200 or best offer, and 3 hobby horses \$50 each – pictures will be placed on the township website.

Police – police activity report in packet.

Old business:

Transient merchant ordinance, update – The ordinance needs to be retyped with changes. Bring fresh draft to December board meeting. After the board reviews it, then send to the attorney to review. (Dawn volunteered to retype). Tabled.

RFP for legal – 3 proposals received - Motion to accept the proposal from Kirk, Huth, Lange & Badalamenti, PLC with contract expiring 12/31/2028.

Extension for O&M contracts – Changed to extend current contract for O & M to 2/28/2026 at the rate of \$9,800 per month. Also extend engineering consultation to 2/28/2026, at same hourly rate.

Update on sewer rate study with Bendzinski & Co. They continue to collect data.

Boiler repair options # 1 and #2. With the amount over \$25,000 we need to follow our purchasing policy. Bring back to the December meeting.

FYI – new dumpster is here, and trash service will be changed on November 17 for the parks.

CIP updates – road project – removed from agenda

RFB for WWTP cold storage – working with Performance Engineers on bid specifications.

Update on health insurance policy for deceased employees. Board reviewed document and had some questions about unexpected death, cost share, and 90 days begin with date of death. Send it to township attorney for review and bring it back to the board in December.

Motion: Hutchison Support: Smith Approved: All in favor

250th celebration – fireworks – Will start working on after the 1st of the year. Looking for more community volunteers.

Review of July 8, 2025 budget amendments – They have been completed.

New business:

Sewer construction bills & change orders – Phase I, Phase II, WWTP

Grand Traverse Construction \$61,657.20

Matt's Underground \$32,050.02

Walton Contracting \$290,919.77

Change order for Grand Traverse \$77,842.22.

Motion: Smith

Support: Fisher

Approved: All in favor

Northstar road abandonment – Motion to deny road abandonment request made by Northstar.

Discussion of pros and cons.

Motion: Decker

Support: Smith

Approved: Motion carried

Sewer Ordinance No 28 – clarification of connection date for Phase I

Publication & date of connection letters - hook up must be completed by January 1, 2027.

Motion: Hutchison

Support: Decker

Approved: All in favor

Credit card – Accounts payable process, Karen or Chris to date stamp when received, general ledger numbers assigned, give to Laura for sign off and needs to date stamp or date before given to Chris, entered into BS&A, clerk prints checks and signs, treasurer signs and mails (she take a picture when she puts them in the mailbox now because of the mail issues),

Election workers and rate of pay – 9 workers including the clerk. \$20 per hour was agreed upon at the election commissioner meeting.

Office coverage – put time off on large calendar in common area.

Public comments (3 minutes per individual) – None.

Board comments – None.

Cash transfer from additional REU (590-000-003.02) to pool sewer (590-000-001.02) of \$170,000.

Motion: Decker

Support Hutchison

Approved: All in favor

Motion to adjourn at 8:58 pm.

Motion: Maves

Approved: All in favor

Recording Secretary, Chris Green

Respectfully submitted,

Laura Decker, Clerk

Trudy Maves, Supervisor