



Charter Township of Oscoda  
110 South State Street  
Oscoda, Michigan 48750  
Office of Supervisor: (989)739-3211  
Office of Clerk: (989)739-4971  
Office of Treasurer: (989)739-7471  
Office of Superintendent: (989)739-8299  
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## Regular Board Meeting Minutes November 28, 2022

**Call to Order** – Ms. Richards called the meeting to order at 7:02 p.m. The meeting was held at SHORELINE PLAYERS 6000 N. Skeel Ave. Oscoda, MI 48750.

### PLEDGE OF ALLEGIANCE

**Roll Call** – Board Members Present: [Mr. Spencer, Mr. Sutton, Mr. Palmer, Ms. McGuire, Mr. Wusterbarth, Ms. Richards.]  
Board Members Absent: Mr. Cummings  
Others Present: [Ms. Kline.] Mrs. Villette, Mr. Scott

**Additions** – CWSRF November 23, 2022 to be added as “C” to Consent Agenda under Finance.

### **Public Comment** –

**Matt Krawczak** – We are working on Phase 3 Water main. We are at about 80% complete with the project and have yet to be paid. I reached out to C2R2, and they advised me that payment should be available.

**Consent Agenda** – Mr. Spencer supported a motion by Mr. Palmer to approve:  
**Approval of Minutes:**

1. Regular Meeting Minutes – October 24, 2022
2. Regular Meeting Minutes – November 14, 2022
3. Budget Work Session Minutes – November 23, 2022

**Finance:**

1. Payment of Bills (Oscoda Township) – Total - \$63,874.89
  - a. Prepaid – November 22, 2022 - \$55,160.60.
  - b. Check Run – November 29, 2022 - \$8,714.29.
  - c. CWSRF – November 23, 2022 - \$630,185.92. RCL Construction for pay App 11.

ALL YEAS:

MOTION CARRIED

**SUB COMMITTEE REPORTS AND PROJECT UPDATES: (As Available)**

1. November 2022 Township Engineering Progress Report provided in the packet.

**SUPERINTENDENT REPORTS:**

**CVTRS Compliance Submission** – Ms. McGuire supported a motion by Mr. Palmer to *approve to submit the attached CVTRS reports in compliance with the program deadline.*

ALL YEAS:

MOTION CARRIED

**Presentation of the Oscoda Township Fiscal Year 2023 Budget/Scheduling of Public Hearing** – Mr. Spencer supported a motion by Mr. Sutton to *approve to schedule a public hearing for consideration of the Township's Fiscal Year 2023 proposed budget document on December 12, 2022, at 7:00 pm.*

ALL YEAS:

MOTION CARRIED

**AuSable Township Draft Shared Services Agreement 2023** – Mr. Wusterbarth supported a motion by Mr. Palmer to *approve the Supervisor and Clerk to execute the service contract addenda as attached subject to concurring approval of AuSable Township.*

ALL YEAS:

MOTION CARRIED

**ROWE Invoice 105894** – Mr. Sutton supported a motion by Ms. McGuire to *approve the payment of Invoice 105894 for as needed services in the amount of \$1,280.00 from GL 101-299-801-000.*

ALL YEAS:

MOTION CARRIED

**ROWE Invoice 105905** – Ms. McGuire supported a motion by Mr. Sutton to approve Invoice 105905 for the losco Exploration Trail in the amount of \$3,782.50 from GL 101-751-880-572.

ALL YEAS:

MOTION CARRIED

**ROWE Invoice 105973** – Mr. Sutton supported a motion by Ms. McGuire to approve Invoice 105973 for Phase IV Water System Improvements in the amount of \$7,073.75 from DWRF after reimbursement.

ALL YEAS:

MOTION CARRIED

**ROWE Invoice 105974** – Mr. Sutton supported a motion by Mr. Wusterbarth to approve Invoice 105974 for Water Pump Station Improvements in the amount of \$27,482.50 from CWSRF After Reimbursement is Available.

ALL YEAS:

MOTION CARRIED

**ROWE Invoice 105975** – Mr. Wusterbarth supported a motion by Mr. Palmer to postpone payment of Invoice 105975 for Phase V Water System Improvements to clarify amount of invoice.

ALL YEAS:

MOTION CARRIED

**ROWE Invoice 105976** – Mr. Sutton supported a motion by Mr. Palmer to approve Invoice 105976 for Phase VI Water System Improvements in the amount of \$8,832.50 from C2R2 After Final Directions from EGLE on the C2R2 Reimbursement Process and the Township Receiving the Funds from EGLE.

ALL YEAS:

MOTION CARRIED

**ROWE Invoice 105977** – Ms. McGuire supported a motion by Mr. Sutton to approve Invoice 105977 for Phase III Water System Improvements in the amount of \$25,247.50

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ALL YEAS:

MOTION CARRIED

**Resolution 2022-33: Establish Clerk Salary** – Mr. Palmer supported a motion by Ms. McGuire to approve *as presented with Clerk pay set at \$51,523.09.*

ALL YEAS:

MOTION CARRIED

**Resolution 2022-34: Establish Treasurer Salary** –Ms. Richards supported a motion by Mr. Sutton to approve *as presented with Treasurer pay set at \$51,523.09.*

ALL YEAS:

MOTION CARRIED

**Resolution 2022-35: Establish Trustee Salary** – Mr. Sutton supported a motion by Ms. Richards to approve *as presented with Trustee pay set at \$4,722.02.*

ALL YEAS:

MOTION CARRIED

**Resolution 2022-36: Sanitary Sewer Rates** – Mr. Wusterbarth supported a motion by Mr. Palmer to approve the *charge for the sanitary sewer system to be increased from \$25.27 per month to \$25.78 per month, and the commodity charge thereof be increased from \$5.15 per thousand gallons to \$5.25 per thousand gallons. This adjustment would become effective January 1, 2023.*

ALL YEAS:

MOTION CARRIED

**Resolution 2022-37: Water Rates** – Mr. Sutton supported a motion by Mr. Spencer to approve to *charge for the water to be increased from \$14.45 per month to \$14.96 per month, and the commodity charge thereof be increased from \$.574 per hundred gallons to \$.594 per hundred gallons. This adjustment would become effective January 1, 2023.*

ALL YEAS:

MOTION CARRIED

**Resolution 2022-38: Establish A Policy Regarding the Accessibility of the Assessor's Office to Taxpayers** – Ms. McGuire supported a motion by Mr. Sutton to approve *as Resolution 2022-38: Establish A Policy Regarding the Accessibility of the Assessor's Office to Taxpayers presented.*

ALL YEAS:

MOTION CARRIED

**Final Read Commercial Marihuana Facilities Ordinance Amendments** – Mr. Sutton supported a motion by Ms. Richards to approve *to accept all amendments and approve this Ordinance as presented.*

ALL YEAS:

MOTION CARRIED

### **OTHER**

**Auto Dialer Discussion – Placeholder** –Ms. Richards stated that we are still waiting on information.

**Cardio Drumming Band Shell Request 2023** – Mr. Sutton supported a motion by Mr. Wusterbarth to remove *the request to use the Bandshell twice a week from June 13, 2023, through October 19, 2023 for action this evening, as it can be approved by the superintendent.*

ALL YEAS:

MOTION CARRIED

**Bad Debt Write Off Requests** –Ms. Richards supported a motion by Mr. Wusterbarth to approve *the bad debt write off for 5719 US 23 in the amount of \$268.93 due to tax sale.*

ALL YEAS:

MOTION CARRIED

**Bad Debt Write Off Requests** – Mr. Spencer supported a motion by Mr. Wusterbarth to approve *administration to investigate who incurred the debt and bring back to the board for action.*

ALL YEAS:

MOTION CARRIED

**Deputy Treasurer Resignation** – Mr. Sutton supported a motion by Ms. Richards to approve *to accept the resignation of Vicki Helmick, Deputy Treasurer as of December 26, 2022, with regrets.*

ALL YEAS:

MOTION CARRIED

**Deputy Treasurer Appointment Request** – Ms. Richards supported a motion by Mr. Palmer to approve *to reinstate Jane Hackborn as Deputy Treasurer at Step 9 of the pay scale (19.38) with three weeks of vacation as recommended by Ms. McGuire.*

ALL YEAS:

MOTION CARRIED

**Ms. McGuire** – Made mention of Jane's Treasurer Certification from CMU.

**Assessing Consultant Contract** – Mr. Sutton supported a motion by Mr. Palmer to approve *entering a contract for consulting services to be provided on an as needed basis at a rate of \$60.00 per hour contingent on attorney approval and sign off from the new assessor.*

ALL YEAS:

MOTION CARRIED

**Assessing Support Staff Contract Extension** – Mr. Wusterbarth supported a motion by Mr. Palmer to approve *the staff contract extension for project wrap up in the amount of \$3,000.00.*

ALL YEAS:

MOTION CARRIED

**Oscoda Township PFAS Discussion – Placeholder** – Mr. Wusterbarth postponed discussion until the next meeting.

**Clarification of the Board Comments Made by the Oscoda Township Supervisor at the November 14, 2022, Board of Trustees Meeting Regarding Process for**

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**Community Members to Communicate with Township Board Members - Placeholder –**

Discussion on comments and clarification of comment at last board meeting.

**Public Comment –**

**Russel Williams**– I am the forester in Iosco and Alcona County. I am here to help through the conservation district and wanted to introduce myself.

**Board and Staff Comments –**

**Mr. Wusterbarth**- Wish everyone a belated Happy Thanksgiving, I hope everyone had a fun and safe holiday!

**Mr. Spencer**- Happy Belated Thanksgiving!

**Mr. Palmer**- I hope everyone had a great Thanksgiving Holiday!

**Ms. Richards**- This Saturday is the Northern Lights Christmas Parade and celebration which starts at 4pm and parade at 6pm. Our Fire Department is selling chili and there is a free movie at the Lake Theater courtesy of at P&L Development.


**Ms. McGuire**- Parade this Saturday, Tax bills are ready. If you have any questions give us a call.

**Mr. Sutton**- None.

**Adjourn** – Ms. Richards made a motion to adjourn at 08:32 p.m.



Ann Richards  
Supervisor  
Charter Township of Oscoda



Joshua Sutton  
Clerk  
Charter Township of Oscoda

**Disclaimer of the Township Board of Trustees:**

The Charter Township of Oscoda Board of Trustees will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon a seven-day notice to the Oscoda Township Board by writing or calling the following: Township Clerk, Oscoda Township Hall, 110 South State Street, Oscoda, Michigan 48750, 989-739-4971.