

**Wilson Township Meeting Minutes**  
**Regular Meeting**  
**March 10, 2021**

The Zoom meeting was called to order at 7:00 p.m. with the Pledge of Allegiance. Board members present include Dan Hibner, Penny Szatkowski, Melissa Werth and Mike Centala. Absent was Cody Werth.

Motion was made by Penny Szatkowski, supported by Mike Centala, to accept the February meeting minutes. Roll call vote: Dan Hibner – yes, Penny Szatkowski – yes, Mike Centala – yes, Melissa Werth – yes. Motion carried.

**Public Comment**

None

**Planning Commission**

Dana Hayka stated that she received an email from Christina McEmber and there is a tentative virtual public hearing on March 31, 2021 at 6:00 p.m. by Go To Meeting regarding the Master Plan Draft. Dana stated that the only township that they are waiting on to approve the Master Plan Draft is Ossineke Township and if they do not agree, then the meeting will need to be rescheduled. Dana also stated that Christina has submitted her resignation on March 24, 2021 so there will be a new person that the township will be working with.

Dana asked if the next Planning Commission meeting to be held on April 7, 2021 could be held in-person. Discussion ensued. Motion was made by Mike Centala, supported by Penny Szatkowski, that the Planning Commission hosts their public meeting in-person on April 7, 2021. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

Dan stated that he has all of the public meetings already posted on the township website with the location being the Fire Hall. Because of the social distancing going on due to COVID, every time we hold a meeting at the Township Hall, he must send out a new notice stating that the location has changed. Dan recommended to the Board that we hold all meetings for the next fiscal year, until March 31, 2022, at the Wilson Township Hall. Motion was made by Mike Centala, supported by Penny Szatkowski, to hold all public meetings at the Wilson Township Hall through March 31, 2022. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

**Zoning Administrator**

Tim Slosser stated that he may hold a special use permit public hearing on April 7, 2021. This public hearing would be in regard to Switzer Veterinary Clinic adding on to their building.

### **Building Department**

Don Gilmet was present and gave his building report. He stated that the final touch up and punch list items continue to be worked on at the jail. Don stated that he did a walk through with Fire Chief, Gil LaCross, on February 18, 2021 so he could become familiar with the layout, riser room and FD hose connections. Don stated that he showed him the breaker panels and how evacuations in event of a fire would be controlled by the computer system. The State Department of Corrections inspection was approved, and they were impressed by the jail according to Sheriff Kieliszewski. The additional cold storage barn at the jail site has had rough inspection completed.

Don also reported that he received the plans and completed the plan review for the Wilson School remodeling project. He also gave a set of plans to the electrical, mechanical, and plumbing inspectors for their review. Plumbing and mechanical are completed, and Larry Gauthier is still working on the electrical review. It will be completed by the first part of March. The scope of the project is a \$886,000.00 renovation to include a 375 square foot entrance addition. The project is currently out for bids and his understanding is Wolgast, Inc. will be the construction manager for the project. Once bids are back, he expects they will apply for the building and trade permits.

The Insurance Services Organization has reached out to schedule a rating visit to go over the procedures the building department uses to review plans and issue permits. Don stated that this is a lengthy process that will take about a six hour visit to accomplish. He said that he has been through these visits three times before and he is familiar with the process. The visit requires a thorough review of all inspectors' qualifications, registrations, and continuing education requirements. Don expects the visit to occur sometime late March, but the agent has not got back to him yet with a date. He said he is hoping to get a 5 and a 5 on the rating. He said that it is hard to get a real high rating unless you have all full-time personnel. He stated rest assured we will get the highest rating that we can get. The rating affects the rate that people pay for homeowners' insurance, but the building side only applies to structures that have applied for building permits. In essence, the better we enforce the codes, the less loss that the insurance carriers will face.

Don stated that he has issued three building permits this year. He continues to work with the Zoning Administrator to ensure citizens know how to get their zoning permit approval prior to construction permitting, and to ensure they comply with zoning regulations.

### **Fire Department**

Chief Gil LaCross gave the Fire Department report. He stated that last month was a busy one and the Fire Department had 13 runs.

Chief LaCross stated that since his tour of the jail he has spoke with Mark Hall, Andy Marceau, and Jeremy Wolford to discuss response to medical emergencies at the jail. He said basically they have agreed that the CRTS, in essence, will take the calls for the Fire Department because

of the response time from the city and the CRTC being close to the jail they offered to cover those.

Chief LaCross stated that at the recent Fire Department meeting they discussed their need to have a new Captain. A motion was made by Larry Krueger to make Jake Trelfa the new Captain. The motion carried. Chief LaCross stated that they will be enrolling Jake in some Fire Office I and II classes to help his knowledge base.

Chief LaCross stated that the Fire Department roster is always changing, and, in that respect, Justin Kinsey turned in his resignation. However, Jonathan Woods is now back home, and he stated that in a few months he would like to begin back at the Fire Department.

Chief LaCross stated that Thunder Bay Firefighters Association is now back up and running. The new President is Hanna Trelfa, Vice President is Dale Hart, Second Vice President is Jake Trelfa, Secretary is Tim Wade, and the Treasurer is Virginia Waterson. Chief stated that they are changing their search and rescue trailer into a trailer to haul four-wheelers. Thunder Bay Firefighters currently own two four-wheelers. One will be stored at the Hubbard Lake Fire Department and the other will be stored at the Wilson Township Fire Department. Thunder Bay Firefighters Association will maintain the four-wheelers and pay for all expenses related to them.

Chief LaCross said that he and Jake and Hanna Trelfa went to a meeting at the Alpena CRTC to discuss the military's plan on landing an A10 plane on M-32. The military want to test this out in case something was to ever happen at the base. They are making plans to land the plane sometime in May or August and they have asked the Fire Department to be present and assist them.

Chief LaCross inquired about having Matt Germain back on as a staff person to help with training for Emergency Reporting. Discussion ensued. Motion was made by Melissa Werth, supported by Penny Szatkowski, to bring Matt Germain back on staff to the Wilson Township Fire Department. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

A motion was made by Mike Centala, supported by Melissa Werth, to promote Jacob Trelfa to Fire Captain. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

### **Correspondence**

Dan Hibner stated that he received some mail from Eagle, which is the old DEQ, on a free webinar being provided for Planning and Zoning on wind and solar. Dan stated that he would distribute that information to the Board and Zoning/Planning Commission.

Dan Hibner also stated that there is a training being offered through MTA on the Open Meetings Act. The cost is \$25.00 per person and it is being held on April 7, 2021 from 12:00

p.m. – 1:00 p.m. online. Dan will forward the information to the Board. A motion was made by Melissa Werth, supported by Mike Centala, to spend \$25.00 for each member of the Board and members of the Planning Commission to attend the meeting if they choose. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

Melissa Werth stated that she received a contract from Jerry Kieliszewski, CPA's office for the upcoming audit. This contract needs to be signed by the Township Treasurer and the Township Chairman (Supervisor). At last month's meeting a motion was passed to have Jerry Kieliszewski perform the township audit this year. A motion was made by Penny Szatkowski, supported by Mike Centala, to sign the contract for Jerry Kieliszewski to complete the township audit. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski -yes, Melissa Werth – yes. Motion carried.

Melissa Werth stated that she received two Notices of Hearing from DTE Gas Company. These are notices regarding hearings of a Gas Cost Recovery Plan, 5-year Forecast and Monthly GCR Factor for the 12 months ending March 31, 2022 and for approval of the reconciliation of its Revenue Decoupling Mechanism for the period October 1, 2019 through September 30, 2020.

A motion was made by Mike Centala, supported by Penny Szatkowski, to receive and file all correspondence. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

#### **Unfinished Business**

None.

#### **New Business**

Dan Hibner stated that the Recycle Committee met at the end of February. He stated that they will be giving a presentation to the County Commissioners. Chairman Thompson received a tour of the recycling center. Dan stated that he thinks we are going to make some headway in getting some buy in from the county.

Dan Hibner stated that we need to purchase a new furnace for the Fire Hall. Dan spoke with Tim Lewis and got a price on a new furnace which will run about \$1800.00. Discussion ensued. A motion was made by Melissa Werth, supported by Mike Centala, to spend up to \$3500.00 on a new furnace and installation for the main part of the Fire Hall. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

Dan Hibner stated that the budget workshop meeting will take place on March 17<sup>th</sup> at 6:00 p.m. He will mail out the budget to all the Board members once he has it finished. The Budget Hearing will take place on March 30<sup>th</sup> at 6:00 p.m. The meetings will be held in-person at the Township Hall.

Melissa Werth stated that she would like to propose a new meeting time of 6:00 p.m. for the regular monthly Board meetings. A motion was made by Melissa Werth, supported by Mike

Centala, to begin holding regular monthly Board meetings on the second Wednesday of every month at 6:00 p.m. beginning April 14, 2021. Roll call vote: Dan Hibner – yes, Mike Centala – yes, Penny Szatkowski – yes, Melissa Werth – yes. Motion carried.

### **Financial Report**

Dan Hibner did a screen share of Penny's Treasurer's report. We received good revenue sharing, swamp tax, and PILT payments. Discussion ensued. We will be about \$3000.00 short on our fire truck payment as not enough money was collected from the taxes. After a year the county makes us whole, but for now we will need to pull some money to help pay the fire truck payment on April 1, 2021. A motion was made by Mike Centala, supported by Melissa Werth, to accept the Treasurer's report. Roll call vote: Dan Hibner – yes, Penny Szatkowski – yes, Mike Centala – yes, Melissa Werth – yes. Motion carried.

### **Pay Bills**

Melissa Werth presented the bills to the Board. Discussion ensued. A motion was made by Mike Centala, supported by Penny Szatkowski, to approve the payment of all bills. Roll call vote: Dan Hibner – yes, Penny Szatkowski – yes, Mike Centala – yes, Melissa Werth – yes. Motion carried.

A motion to adjourn was made by Melissa Werth, supported by Mike Centala, to adjourn the meeting. Roll call vote: Dan Hibner – yes, Penny Szatkowski – yes, Mike Centala – yes, Melissa Werth – yes. Motion carried. Meeting was adjourned at 8:04 p.m.

Respectfully Submitted,

Melissa Werth  
Wilson Township Clerk