

**ST. CLAIR TOWNSHIP**  
 1539 S. Bartlett Rd. St. Clair, MI 48079  
 Phone (810) 329-9042  
[www.stclairtp.org](http://www.stclairtp.org)

St. Clair Township Board Meeting  
 July 15, 2024  
 7:00 p.m.

Supervisor Boulrier called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Roll Call: Present – Trustees, Hovis, Kays, Mollan, Boeck, Treasurer Hanrahan, Clerk Skonieczny, Supervisor Boulrier.

Motion by Trustee Kays to approve the July 1, 2024 meeting minutes as presented. Seconded by Trustee Mollan. Motion carried.

Clerk Skonieczny presented the Bills to be Approved 7/15/24.

<b>BILLS TO BE APPROVED 07.15.2024</b>		
<b>GENERAL FUND - 101</b>		
21st Century Media	Publications - June 2024, Meeting Synopsis x 2, Public Hearing - Budget	263.16
Atlas Locksmith	Service Call - Change Locks: Clerks Office, Conference Room, Election Vault	195.00
AT&T	Telephone Service 05/29-06/28/2024	231.44
Cunningham, Carole	June 2024 - Bank Reconciliations, Due to/from update, Review JE Report 9.75 hrs	292.50
DTE	Streetlight Electricity - June 2024	2,956.38
Election Source	Thermal Paper Rolls - ICE & ICP2 Election Machines	47.31
FNBO	Wind Panel Disposal - Landfill Charges, Office Supplies (Cartridges, Indexes, Paper)	519.02
FNBO	Cemetery Supplies, Office Supplies (Envelopes, Folders, Phone Cord), Rec. Program Supplies, Postage Meter Ink	554.67
Gannett Michigan LocaliQ	BZA Publication: 1255 River Road	65.35
Garan Lucow Miller, PC	General Legal for June, 8.05 hrs	1,328.25
Garan Lucow Miller, PC	Code Enforcement - Legal 3.4 hrs, 1480 Wadhams - Dangerous Bldg	561.00
Garan Lucow Miller, PC	Legal Services - Noise Ordinance Issue, .30 hrs	49.50
Garan Lucow Miller, PC	Code Enforcement - 1480 Wadhams Rd, Dangerous Bldg 2.3 hrs	379.50
Garan Lucow Miller, PC	Legal Services - Gallus Dr, Pug Rd. Private Dr, 7.3 hrs	1,204.50
Hanrahan, Robin	Mileage June 2024, 213 Miles	142.71

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Harrington, Stephanie	Reund of Hall Rental Deposit 07/13/024	50.00
Kazalav Planning	June Retainer - Planning Services, Recreation Plan Phase 1 of 3, Codification Services	1,050.00
KCI	Summer 2024 Tax Bills - Set Up, Process & Postage	1,245.46
Lumberjack	Windshield Washer Fluid - Van	3.49
Marco Technologies	Copier Contract 07/08-08/07, Copier Usage 06/08-07/07/24	65.07
Marcott Disposal, Inc.	May Fuel Surcharge, July Waste Collection	48,686.18
Michigan.com	August Subscription - Times Herald	29.00
Nationwide Retirement	Deferred Compensation Contribution - Clerk, July 2024	151.36
Nationwide Retirement	Employee Contribution to 457(B) PPE 6/21 & 6/28 Ofc Mgr	169.63
Nationwide Retirement	Employee Contribution to 457(B) PPE 6/21 & 6/28 DPW	73.62
Nationwide Retirement	<b>Employer</b> Contribution to 457(B) PPE 6/21 & 6/28 Ofc Mgr	137.83
Nationwide Retirement	<b>Employer</b> Contribution to 457(B) PPE 6/21 & 6/28 DPW	92.57
Riehl, Mark	Refund of Pavilion Rental 07/13/2024	50.00
Schweihofner, Amanda	Medical Reimbursement - July 2024	200.00
Semco	Semco Gas Charges 05/28-06/25/24	18.80
Zimmer's Sales & Service	Tire for Lawn Mower	38.50
	<b>TOTAL GENERAL FUND</b>	<b>60,851.80</b>
<b>ROAD FUND - 446</b>		
SCC Road Commission	Local Limestone Match 1,540 tons	10,652.26
SCC Road Commission	Limestone Haul 9,130 tons	158,049.47
	<b>TOTA ROAD FUND</b>	<b>168,701.73</b>
<b>INSPECTION FUND - 542</b>		
Nationwide Retirement	Employee Contribution to 457(B) PPE 6/21 & 6/28 Ofc Mgr	56.55
Nationwide Retirement	Employer Contribution to 457(B) PPE 6/21 & 6/28 Ofc Mgr	45.94

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	<b>TOTAL INSPECTION FUND</b>	<b>102.49</b>
<b>SEWER FUND - 590</b>		
City of St. Clair	Township Sewer - June 2024	13,421.33
DTE	Electricity - Pump Stations 05/29-06/27/24	955.10
Ferguson - Pollardwater	25 lb Pail - Ultra Grease Bacteria - Degreaser for Pump Station	384.59
FNBO	Sewer Dept.Purchases	344.50
Garan Lucow Miller, PC	Legal Services - June CBA Agreement, Sewer Issue-City, .85 hrs	140.25
Garan Lucow Miller PC	Legal Services Waste Water Treatment Matters, 6.3 hrs	1,039.50
Garan Lucow Miller PC	Legal Service - Sewer Reads (City of St. Clair), .10 hrs	16.50
LaFontaine Automotive Group	DPW Truck - Service	70.65
Lumberjack	Conduit pvc Elbow 3/4, Couplers - Sewer Dept. Supplies	9.12
Lumberjack	H22 Compression Sprayer	19.99
Nationwide Retirement	Employee Contribution to 457(B) PPE 6/21 & 6/28 DPW	130.51
Nationwide Retirement	Employer Contribution to 457(B) PPE 6/21 & 6/28 DPW	164.08
Semco	Pump Station Gas 05/24-06/24/2024	24.71
	<b>TOTAL SEWER FUND</b>	<b>16,720.83</b>
<b>WATER FUND - 591</b>		
City of St. Clair	Water Usage - June 2024 5,752,000 gls	26,286.64
DTE	Electricity - Water Meters 05/29-06/27/24	58.12
Ferguson Waterworks	3 each - 5/8 in. T10 Water Meters	692.04
Ferguson Waterworks	Water Supplies: Stationary Rods, Cotter Pin, Curb Box	605.36
Ferguson Waterworks	4x5 Wire Blue Flags, Waterbase Marking Paint	101.16
FNBO	Water Dept. Purchases	344.48
Garan Lucow Miller PC	CBA Agreement, WTR Shutoff - Meter, 1.15 hrs	189.75

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Garan Lucow Miller PC	Legal Issue - Wtr Ordinance, Water Meter Issue (Installations), 1.3 hrs	214.50
LaFontaine Automotive Group	DPW Truck - Service	70.67
Nationwide Retirement	Employee Contribution to 457(B) PPE 6/21 & 6/28 DPW	130.51
Nationwide Retirement	Employer Contribution to 457(B) PPE 6/21 & 6/28 DPW	164.08
	<b>TOTAL WATER FUND</b>	<b>28,857.31</b>
	<b>TOTAL BILLS TO BE APPROVED: GENERAL/INSPECTION/WATER/SEWER/ROAD FUNDS</b>	<b>275,234.16</b>
<b>ARPA FUND - 282 (COVID RELIEF)</b>		
Intercity Signs Inc.	Township Sign - Fabricate & Install No Illuminated Lettering	2,900.00
	<b>TOTAL ARPA FUND</b>	<b>2,900.00</b>
Total Bills to be Approved:	101,446,542,590 & 591	<b>273,794.50</b>
Total Manual Checks:	101,446,542,590 & 591	<b>1,439.66</b>
	<b>TOTAL GENERAL FUND BILLS FOR APPROVAL</b>	<b>275,234.16</b>
Total ARPA Checks Fund 282		<b>2,900.00</b>
	<b>TOTAL ARPA FUND BILLS FOR APPROVAL</b>	<b>2,900.00</b>
<b>Total All Funds, Including Manual Checks</b>		<b>278,134.16</b>
<b>PAYROLLS</b>	<b>PPE: 06/21 &amp; 06/28 - Pay Date 07/08/2024</b>	
	<b>Office</b>	3,789.44
	<b>DPW</b>	4,498.73
	<b>Parks</b>	60.95
	<b>Building Department</b>	5,797.98
		<b>14,147.10</b>

Motion by Trustee Boeck to approve the bills for 7/15/24. Seconded by Trustee Mollan. Roll call: Yes – Trustees Hovis, Boeck, Kays, Mollan, Treasurer Hanrahan, Clerk Skonieczny, Supervisor Boulier. Motion carried.

Citizens who wish to address the Board:

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J. Leaman – Status of Roadhawk who is following up on that. Supervisor Boulier – I believe they have until approximately July 18<sup>th</sup> to get the demolition done. Answer yet on the contribution from other funds for the sewer fund. No answer yet. Pump station leases will cost \$250,000 for five years. The purchase has been approved not the leases. Detailed analysis of leases vs purchase.

D. Miller – Smith Creek Landfill – has the Township been monitoring the situation? Not at this time. Has the flow meter been installed? Yes – North of the Jordan Creek interceptor. We are waiting for the numbers from the City. The auditors have said the numbers do not agree. How much was the grant for lead removal? \$366,000. What account is it in. Have not received it yet.

J. Syjud - Regarding the grant money, how many homes have been identified that potentially been built before 1988? How many water/sewer customers, approximately 5300. What is the \$90,000 in the sewer fund allocated for?

L. Fountain - In May 2023 the Water/Sewer shared cost of new printer at \$195 each. Then we purchased another printer 2/19/24. What happened to the first printer? It did not work. The Township Board should know who is calling the Attorney. A new St. Clair Township resident facebook page has been created. I have requested that we record the meetings and nothing has been done yet.

W. Karas – Cross Connection letter received regarding testing the preventor. Who sent the letter to the residents? It is on Township letterhead and the company said they did not send letter. Why are we hiring someone to do the work the DPW can do themselves? The Township Board approved this around one year ago.

D. Klieman – BSA software - the 2023 winter and summer taxes are not in the software any longer.

J. Leaman - Is the Township hall renovation complete. – Supervisor Boulier I will have to check with the Building inspector, but I believe it is done.

D. Meadows - Ditching on Mayer Road – Every time it rains or storms the culvert that goes across the road floods our property. This has been going on for four years. Supervisor Boulier will get with St. Clair County Road Commission tomorrow.

Correspondence

Motion by Clerk Skonieczny to accept the Building Officials report. Seconded by Trustee Mollan. Motion carried.

New Business:

Supervisor Boulier stated that he would like to remove Position Available – Board of Zoning Appeals and discuss under call of the table.

Reappointment of Ken Langmesser – Board of Zoning Appeals. Motion by Supervisor Boulier to reappoint Ken Langmesser to the Board of Zoning Appeals. Seconded by Trustee Kays. Motion carried.

Ferguson Waterworks – Quote for water meters – Treasurer Hanrahan stated that as of today we have 813 complete and we have about 560 more to do and we need 10 for the city. So we need about 570. How many do we have in stock? Not many. Trustee Hovis – before we purchase anything else I believe we

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should know how many we have in stock. Motion by Trustee Kays to table ordering meters until we know what we have in stock. Seconded by Trustee Hovis. Roll call: Yes – Trustees Hovis, Boeck, Kays, Clerk Skonieczny, Supervisor Boulrier. No – Trustee Mollan, Treasurer Hanrahan. Motion carried.

FOIA Appeal of denial – Correspondence from Township Attorney. Motion by Supervisor Boulrier to issue a written notice to the requestor upholding the denial. Seconded by Trustee Mollan. Roll call: Yes – Trustees, Boeck, Kays, Mollan, Clerk Skonieczny, Supervisor Boulrier. No – Trustee Hovis, Treasurer Hanrahan. Motion carried.

Kimball Township Fire Protection Agreement – Supervisor Boulrier stated that we have received the contract from Kimball Township. Our bill went down this year \$14,311.39. Our annual contract language has not changed. Motion by Trustee Kays to approve the Kimball Township Fire Protection Agreement. Seconded by Clerk Skonieczny. Roll call: Yes – Trustees Hovis, Boeck, Kays, Mollan, Treasurer Hanrahan, Clerk Skonieczny, Supervisor Boulrier. Motion carried.

Marysville Fire Protection Agreement – Supervisor Boulrier stated that this contract is exactly the same as last year, including the cost and language. Motion by Trustee Kays to approve the Marysville Fire Contract. Seconded by Trustee Boeck. Roll call: Yes – Trustee Hovis, Boeck, Kays, Mollan, Treasurer Hanrahan, Clerk Skonieczny, Supervisor Boulrier. Motion carried.

St. Clair County Road Commission Work Order – Richman Road – These projects have been a problem for a while and I wanted to work them into the budget. Motion by Trustee Kays to approve the St. Clair County Road Commission work order for ditching on Richman Road. Seconded by Clerk Skonieczny. Roll call: Yes – Trustees Hovis, Boeck, Kays, Mollan, Treasurer Hanrahan, Clerk Skonieczny, Supervisor Boulrier.

St. Clair County Road Commission Work Order – Frith Rd. Supervisor Boulrier stated this also has to be done. Motion by Trustee Kays to approve the St. Clair County Road Commission work order to ditch Frith Rd. Seconded by Treasurer Hanrahan. Roll call: Yes – Trustees Hovis, Boeck, Kays, Mollan, Treasurer Hanrahan, Clerk Skonieczny, Supervisor Boulrier. Motion carried.

Discussion pump stations 1, 4 and 6 Kennedy Industries – Trustee Hovis called Kennedy Industries – The pumps cost was initially cost were 1.246 Million, which was approved. The cost to lease them was about \$51,188 to lease the pumps per year. The cost to purchase all the pumps (two per station) is about 214,566 plus about \$7,500 maintenance per year. They have a plus one installation of control panels (I believe) about \$255,940. I will have more information for the next meeting. I have to check where the rest of the 1.246 Million is allocated to. This is only for the pumps for themselves. We have not paid them anything to date. He stated that we do not have to lease them, we can purchase the pumps. I will have all the information for the next meeting.

Discussion of DPW Supervisory Position – Treasurer Hanrahan has requested that this item go into closed session. Motion by Trustee Mollan to go into closed session. Seconded by Treasurer Hanrahan. Roll call: Yes – Trustees Hovis, Boeck, Kays, Mollan, Treasurer Hanrahan, Clerk Skonieczny, Supervisor Boulrier. Motion carried. Township Board went into closed session at 8:14 p.m.

Regular meeting opened at 8:50 p.m.

Motion by Trustee Hovis to remove Treasurer Hanrahan from the DPW Department and I will do the DPW Department until the New Board comes in in November. At that time the new Supervisor can take over the department. This will be effective July 16, 2024. Seconded by Trustee Boeck. Roll call: Yes –

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Trustees Hovis, Boeck, Kays, Clerk Skonieczny, Supervisor Boulrier. No – Trustee Mollan, Treasurer Hanrahan. Motion carried.

Old Business:

Nationwide 401 (a) Plan – Trustee Hovis spoke to Nationwide and is waiting for a call back. The motion is still tabled until we get more information.

Call from the Table:

Supervisor Boulrier – The city has received the monies for the bike path along Cox Road and they will be moving forward with the project. We will be sending a letter to the residents along the path, it will be going into the right-of-way. The path will be located on the West side in our Township.

BZA appointments – Send me an email if anyone is interested or if you know anyone that would be interested.

Trustee Boeck – The teacher at St. Clair High School got back with me regarding students doing the newsletter. He said that he would not be speaking to any students until next August. I will get back with him once again when the students are back.

Treasurer Hanrahan – Do we have an update on Gallus Drive – As to what? We are closing out ARPA funds. We have about \$30,000 - \$32,000 funds left. We paid an additional \$44,000 for things to be fixed out of the ARPA fund. Should we take that out of the ARPA or General Fund? What had to be fixed? Sue (Building Official has a list). Should we take it out of ARPA Fund, because we had to pay twice. Consensus ARPA Fund.

Trustee Hovis – We usually get the meeting agenda on Friday at 4:00 p.m. Could change that to end of day on Wednesday? This does not give me enough time to find out information on agenda items. Supervisor Boulrier – sometimes things come in and have to go before the board at the last minute.

Trustee Hovis – Karen Laverne our planner. We have not heard much from her and we are paying her a monthly fee. She is supposed to be redoing our Recreation Master Plan and working on grants. We don't seem to have much communication from her. I would like to be utilizing her for more grants.

DPW – What is the job description of the DPW? We did not incorporate that into the contract but there is a copy somewhere. I asked for a copy of the Employee Manual and I received two copies. One dated April 25, 2022 and one dated September 18, 2023. I went through all the minutes and did not see anywhere we approved these changes. Supervisor Boulrier – I believe we did bring changes to the board to be approved. It is not necessary to approve the entire manual every time. There is no index when I try to find something. I would like to make a point regarding calling the lawyer. I believe we should be calling MTA instead. I think we should limit calling the lawyer. We can put that on the next agenda.

I have asked for copies of the company phone bills and haven't received the information yet. Please email me the information asap.

Brief Public Questions or Comments:

J. Leaman – Did we resubmit the grant for the sewer. Treasurer Hanrahan there is a time limit for resubmission and we have to wait.

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W.Karas – Was the closed session for a paid employee. Supervisor Boulrier stated the closed session could be for an employee or an elected official or contracted employee. W.Karas – where is the list of the items that were done incorrectly.

John – You approved the Marysville Fire contract. Does that approve the EMS. Trustee Kays, no that is through Tri-Hospital. That is billed individually.

L. Fountain - Does the Township Board follow the Roberts Rules of Order. Under those rules the Chairman or Supervisor cannot make a motion. Supervisor Boulrier will follow from now on.

V. Davis – FOIA denial due to Client Attorney privilege. What is the legal standing that he has directed you not to follow an ordinance? Will check with attorney.

Motion by Trustee Mollan to adjourn. Seconded by Trustee Boeck. Meeting adjourned at 9:22 p.m.

Joyce Skonieczny, Clerk