

**CHARTER TOWNSHIP OF HAMPTON  
REGULAR MEETING MINUTES  
August 14, 2023**

The regular meeting of the Charter Township of Hampton Board of Trustees was called to order at 7:00 p.m. by the Supervisor.

**PRESENT:** Wright, Benchley, Kenniston, Wisniewski, DeWyse, Samyn, Close

**ABSENT:** None

**ALSO PRESENT:** Hewitt and 7 people in the audience

**APPROVAL OF AGENDA:** Motion by DeWyse, supported by Benchley, to add New Business Items D-Jason Ruth's Resignation and E-FEMA Grant Agreement for Safehouse to the presented agenda. Motion carried.

**APPROVAL OF MINUTES:** Motion by Wisniewski, seconded by Kenniston, to approve the regular meeting minutes from July 24, 2023 and the special meeting from July 26, 2023 and waive the readings. Motion carried.

**COMMUNICATIONS:** Motion by DeWyse, supported by Benchley, to receive the following communications and waive the readings:

- July 2023 DPW Activity Report
- Bay County Recreation Plan Survey Results for Hampton Township
- July 2023 DPS Activity Report

Motion carried.

**AUDITORS REPORT:**

Motion by Benchley, seconded by Wright, the following warrants be approved for payment:

#1044-#1045	DDA Fund	\$ 7,929.20
#27	Garbage Fund	\$ 54,386.91
#51127- #51192	General Fund	\$ 359,996.90
#4635- #4646	Sewer Fund	\$ 205,328.06
#2169-#2174	Water Fund	\$ 457,404.67
		<u>\$1,085,045.74</u>

**AYES:** Benchley, Wright, Wisniewski, Kenniston, DeWyse, Samyn, Close

**NAYS:** None

Motion carried.

**OPEN TO THE PUBLIC:** Sandy Stachowiak addressed the Board regarding the garbage special assessment.

**OLD BUSINESS:** Motion by DeWyse, supported by Benchley, to receive from the Supervisor the plans and estimate of costs for the creation of and implementation of a special assessment district and assessment for the collection of trash; and for the Board to tentatively declare its intention to both make this improvement and to create a Special Assessment District for the purpose of paying for the collection of trash; with the Special Assessment District to consist of those parcels within the Charter Township of Hampton described as follows:

- Every parcel in Hampton Township that has a residential building and is not a commercial parcel and in accordance with PA 188 of 1954.
- Parcels that are multi-unit dwellings, such as rentals or duplexes, shall be assessed for each unit receiving the trash collection service.

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Excluded from the SAD shall be all mobile home/trailer parks, apartment complexes, businesses and commercial parcels, condominium subdivisions that have previously opt-ed out as commercial properties and approved by Hampton Township.

Condominium subdivisions may opt-out of the township-wide refuse collection and seek their own trash collection services as a commercial parcel. This must be done in advance (by June 1st) to be removed from the Special Assessment District.

A public hearing will be held on August 28, 2023 to consider the creation of this Special Assessment District.

AYES: Wisniewski, Kenniston, Benchley, Wright, DeWyse, Samyn, Close

NAYS: None

Motion carried.

Motion by Samyn, seconded by Wisniewski, to receive the update given on USDA Sewer Project and to reject the bid for the sewer lining project granted on March 2, 2023 to DVM because the bid was granted over 90 days ago, no documents were signed, and with the project scope having been changed, the bid is now rejected in order to re-bid it.

AYES: Samyn, Wisniewski, Kenniston, Benchley, Wright, DeWyse, Close

NAYS: None

Motion carried.

**NEW BUSINESS:** Motion by Wisniewski, supported by Benchley, to approve the following:

RESOLVED, that the Charter Township of Hampton, Michigan, does hereby accept the terms of the Agreement for Finn Road Park and Lake Access Improvements grant TF22-0186 as received from the Michigan Department of Natural Resources, and the Charter Township of Hampton does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide \$150,000 to match the grant authorized by the Michigan Department of Natural Resources.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the Michigan Department of Natural Resources for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

AYES: Wisniewski, Benchley, Kenniston, Wright, DeWyse, Samyn, Close

NAYS: None

Motion carried.

Motion by DeWyse, seconded by Benchley, to receive the Bay County Recreation Plan Update.

Motion carried.

Motion by Wisniewski, supported by Benchley, to approve the following 2023 budget adjustments:

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**DDA FUND (494)**

494-000-671-000	Miscellaneous Revenue	+\$18,000
494-201-752-000	Park Maintenance	+\$12,500
494-201-956-003	Streetlights	+\$18,000
494-890-956-002	Contingency	-\$12,500

AYES: Wisniewski, Benchley, Kenniston, Wright, DeWyse, Samyn, Close

NAYS: None

Motion carried.

Motion by DeWyse, seconded by Benchley, to accept with regret Jason Ruth's resignation wish him the best in his new position and give permission to Director Benchley to fill his position.

AYES: DeWyse, Wisniewski, Samyn, Kenniston, Benchley, Wright, Close

NAYS: None

Motion carried

Motion by Wisniewski, supported by Wright, that we accept the FEMA grant for a saferoom at the Finn Road Campground, post the public notice and direct the Supervisor to sign the necessary documents.

AYES: Wisniewski, Wright, Benchley, Kenniston, DeWyse, Samyn, Close

NAYS: None

Motion carried.

**STANDING COMMITTEE REPORTS:** Motion by Wisniewski, seconded by Benchley, to receive the Planning Commission minutes from April 13, 2023 and waive the reading.

Motion carried.

**ATTORNEY REPORT:** No report.

**ENGINEER REPORT:** Not present.

**OFFICER/TRUSTEE/DEPT. HEAD/COMMISSIONER REPORTS:**

**CLERK:** Motion by Wright, supported by Benchley, to receive the July 2023 Expense/Revenue Report.  
Motion carried.

**TREASURER:** No report.

**TRUSTEES:** Treasurer Samyn asked Wisniewski about the Finn Road picnic table repairs.

**SUPERVISOR:** Preparing documents for several grants.

**DPW ADMINISTRATOR BENCHLEY:** Repaired chipper and will be back out this week to finish brush chipping, cutting grass along the ditches, and pump issues at Center/Scheurmann and 22<sup>nd</sup>/Trumbull stations. The 2013 Dodge Charger was sold for \$4,300 and the 2009 Pontiac Vibe was sold for \$6,302.

**PUBLIC SAFETY DIRECTOR BENCHLEY:** Since the last meeting they've had 389 calls, 37 traffic stops, 46 medical calls, 5 felony arrests, 18 misdemeanor arrests, 18 traffic crashes, and a shooting at Saginaw Bay Estates.

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**COUNTY COMMISSIONER POIRIER:** Attended the Great Lakes Bay Regional Summit, Canada/US games will be held in Saginaw Township, and Munch's Produce donated fresh produce to the Salvation Army for a food give away.

**OPEN TO THE PUBLIC:** Tim Quast spoke about the recent chip and seal of Powell Road.

Mary Smith addressed the Board regarding the sewer project.

**ADJOURNMENT:** Motion by Wisniewski, supported by Benchley, to adjourn the meeting at 7:35 p.m.  
Motion carried.

Respectfully submitted:

Approved by:

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Frances DeWyse, Clerk

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Terri Close, Supervisor