

Sanborn Township
12025 US Hwy 23 South
Ossineke, MI 49766
(989) 471-1050

**Special Township Board of Trustees Meeting
July 13, 2023**

Supervisor Gauthier called the meeting to order at 8:05am. After the Pledge of Allegiance was recited, roll call found the following present, Supervisor: Ken Gauthier, Clerk: Angela Carstens, Treasurer: Mary Eaton, Trustee: Dale Hart Jr., and Trustee: Gary Stephan.

Agenda of Special Meeting is as follows, 1) vote on the resolution to adopt & certify zoning ordinance and zoning map amendment, and 2) establish a job description and duties for blight enforcement officer.

Carstens motioned to adopt Ordinance No 2023-01, an ordinance to amend the Sanborn Township Zoning Ordinance for part of Property Tax ID No 061-014-000-510-00. Eaton supported. Roll call vote resulted in 4 ayes, 0 nays, with Stephan abstaining from the vote. Supervisor Gauthier declared the resolution adopted.

Blight enforcement officer job description: Stephan supplied the board with the Clement Township, Michigan job description for Blight Enforcement Officer and with review from all board members, suggestions were made to make a few changes to their document. An acknowledgement will also be added to the bottom of the job description. This will ensure that the officer and the board are all in communication throughout the process of handling complaints of blight. The Board will also create a written complaint form that all complaints will need to be on, as this will create a uniform approach and follow through. A revised description, duties and complaint form will be presented again for the Sanborn Township Board to review.

Special meeting adjourned 9:13am

Angela M Carstens-Clerk