

JEFFERSON TOWNSHIP
24725 Jefferson Center Street
Cassopolis, MI 49031

Board of Trustees Meeting Minutes
May 8, 2025

Call to Order: Supervisor Hass called the meeting to order at 6:30 p.m.

Roll Call: Brunner-present, Bundle-absent, Gillam-present, Hass-present, Mendenhall-absent.

Additional attendees: Ron Bellaire, Brian VanderWerf, Dallas Austin, Mike Grice

Pledge to the flag: Recited

Correspondence: None

Public Comment (Agenda Items): None

Approval of Agenda: Moved by Brunner, seconded by Bundle to approve the agenda. Motion approved.

Approval of Minutes: Moved Bundle, seconded by Gillam to approve the minutes of April 10, 2025. Motion approved.

Treasurer's Report: Moved by Gillam, seconded by Brunner to approve the treasurer's report as presented. Motion approved.

Payment of Bills: Moved by Bundle, seconded by Gillam to approve the payment of bills as presented. Motion approved.

Unfinished Business:

1. Updated Road Contracts. Moved by Brunner, seconded by Bundle to approve the change from Mill & Fill on the roads within Woodfield Hills to Texas Underseal which will allow us to also complete gravel on the entire length of Mullen Rd. and Mill & Fill on the part of Osborn Rd. within the township keeping within the approved allocated funds. Motion approved.

New Business:

1. Budget Hearing set for May 28, 2025, at 6:30 p.m.

Inspectors Reports:

1. **Zoning/Code Enforcement:** Steve Allen, code enforcement officer, submitted his monthly report.
2. **Building:** No report submitted.
3. **Plumbing/Mechanical:** No report submitted.
4. **Electrical:** Ron Bellaire gave report. Ron asked the township to waive their portion of the permit fee for Mr. Roger Wilson as there was an error with MEC sending the permit and fee to the State. Ron also informed the township the State is conducting audits of Municipal Building Departments.

Emergency Services/Utilities Reports:

1. **Cass Ambulance:** Next meeting June 26, 2025, at 6:00 pm
2. **Central Cass Fire Department:** Next meeting May 28, 2025
3. **Edwardsburg Fire Department:** Next meeting June.

4. **CAUA:** Supervisor Hass shared they are still having issues with breaks in the line. A chemical in the line is creating pinholes which weakens the pipes. They are looking for a solution.

Township Board Reports:

1. **Planning & Zoning Commission:** Next meeting July 16, 2025, at 7:00 p.m.
2. **Zoning Board of Appeals:** Variance hearing set for June 2, 2025, at 7:00 p.m.
3. **Construction Board of Appeals:** No business.
4. **Board of Review:** No business.

Public Comment:

1. County Commissioner Mike Grice shared that the County Hazardous Waste drop off was a success. He also shared that the County Clerk is offering a property fraud program for County residents. The County Commissioners are holding a 2nd round of interviews for two candidates for County Administrator on May 15th.
2. Trustee Bundle acknowledged the transparent process the County is employing in the search for the new County Administrator.

Next regular Board of Trustees meeting: June 12, 2025, at 6:30 pm

With no other business before the Board at 7:10 p.m. Moved by Brunner, seconded by Bundle to adjourn. Motion approved. Meeting adjourned.

Respectfully submitted,



Jennifer Brunner, Clerk