

**JEFFERSON TOWNSHIP**  
Cass County, Michigan  
24725 Jefferson Center Street  
Cassopolis, MI 49031

**Board of Trustees Minutes**  
January 12, 2023, 6:30 PM

**Call to Order & Roll Call:** Supervisor Hass called the meeting to order at 6:30 PM.  
Present: Hass, Brunner, Mendenhall, Bundle, Gillam.

**Additional attendees:** Karee Krause – Director of Cass County Veterans Affairs, Kevin and Rose Kelsheimer, Kevin Stotler.

**Pledge to the flag**

**Public Comments:** Karee Krause – Director of Cass County Veterans Affairs. Her job is to connect veterans with available benefits. Rose Kelsheimer asked for clarity on Headlee Rollback.

**Correspondence:** None.

**Approval of Minutes:**

December 10, 2022, meeting minutes were presented. Motion by Hass, supported by Brunner to approve as presented. Motion approved.

**Treasurer's Report:**

Mendenhall presented reports. Motion by Bundle, supported by Hass to approve as presented. Motion approved.

**Payment of Bills:**

Brunner presented payment of bills. Motion by Mendenhall, supported by Bundle to approve as presented. Motion approved.

**Old Business:**

Change of Old National accounts to Fifth Third Bank. Accounts have been moved to Fifth Third.

Approve BOT meeting dates:

February 9  
March 9  
April 13  
May 11  
June 8  
July 13  
August 10  
September 14  
October 12  
November 9  
December 1

Motion by Brunner, supported by Mendenhall to approve as presented. Motion approved.

**New Business:**

Roads Special Assessment proposal and proposal to restore 1 mill for operations to go on the May 2023 ballot. Special board meeting to review proposal verbiage and approve resolutions, January 26<sup>th</sup> or February 2<sup>nd</sup>. Brunner will confirm date after speaking with Attorney Senica. Verbiage due February 7<sup>th</sup> to County Clerk Monica Mc Michael.

Appoint new Planning & Zoning Commission member – Hass appointed Shannon Birk. Board must approve at next meeting.

New Deputy Clerk – Michele Harlow sworn in January 10, 2023.

**Inspectors Reports:**

- **Zoning:** No permits submitted.
- **Building:** No permits submitted.
- **Plumbing/Mechanical:** No permits submitted.
- **Electrical:** No permits submitted.
- **Blight Enforcement:** Printed report provided by Code Enforcement Officer Allen to Brunner.

**Emergency Services/Utilities:**

- **Cass Ambulance:** Meets quarterly.
- **Central Cass Fire Department:** Next meeting is January 25<sup>th</sup>.
- **Edwardsburg Fire Department:** Next meeting is February 7<sup>th</sup>.
- **CAUA:** Hass provided copy of minutes from December 19, 2022.

**Planning & Zoning Commission:**

Brunner stated Land Plan is working on the new mapping and revision documents. Expected week of January 16<sup>th</sup>.

January 4<sup>th</sup> meeting – Gerry Bundle appointed Chair. Shannon Birk appointed to fill vacancy.

2023-24 meeting dates approved:

Wednesdays at 7:00 PM:

April 19

July 19

October 18

January 17, 2024

Additional meetings may be held as necessary.

**Zoning Board of Appeals:** No business.

**Other Business:**

Next regular Board of Trustees meeting February 9, 2023.

With no other business before the Board, meeting adjourned at 7: 02PM. Motion by Brunner, supported by to adjourn Gillam. Meeting adjourned.

Respectfully submitted,

Jennifer Brunner, Clerk