

JEFFERSON TOWNSHIP
24725 Jefferson Center Street
Cassopolis, MI 49031
Board of Trustees Meeting Minutes
July 10, 2025

Call to Order: Supervisor Hass called the meeting to order at 6:31 p.m.

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

Additional attendees: Mike Guinane, Dallas Austin, Willie Eltzroth, Jeff Locke

Pledge to the flag: Recited

Correspondence: Clerk Brunner presented an update letter from Clenera on the progress and upcoming work timeframe for the Gemstone Solar Project.

Public Comment (Agenda Items): None

Approval of Agenda: Moved by Bundle, seconded by Hass to approve the agenda with an addition of new business item: Set public hearings for the renewal of the Diamond Lake Weed special assessment contracts.

Approval of Minutes: Moved Bundle, seconded by Hass to approve the minutes of June 12, 2025. Motion approved.

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

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

Unfinished Business:

1. None

New Business:

1. Update and discussion on ambulance service. Clerk Brunner provided a copy of the proposed SMCAS contract to each board member for review and shared the verbal proposal for services from Edwardsburg ambulance. Moved by Brunner, seconded by Bundle to review the contract and to forward questions or concerns about both services to Clerk Brunner to discuss at our next meeting. Motion approved.

2. Discussion regarding building updates and repairs. Moved by Bundle seconded by Gillam to approve the replacement of the two office doors with the addition of a document slot in the clerk door with an estimated cost of \$2591.00 by Elmer's Locksmith. Motion Approved. Moved by Brunner, seconded by Bundle to provide more estimates for the new conference table for board meetings. Motion Approved. Trustee Gillam will also get a quote for repairing cracks in masonry in the town hall and Trustee Bundle will get quotes to replace the carpet.
3. Mr. Guinane with the Diamond Lake Assoc. spoke about the need for 2 public hearings to review and approve the contract to continue with the Diamond Lake Weed Special Assessment. Moved by Brunner, seconded by Bundle to set the hearings for the August and September board of trustee meetings.

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:** No report submitted

Emergency Services/Utilities Reports:

1. **Cass Ambulance:** Next meeting not set.
2. **Central Cass Fire Department:** Next meeting July 23, 2025, at 6:30 p.m.
3. **Edwardsburg Fire Department:** Next meeting August 5, 2025, at 6:30 p.m
4. **CAUA:** Supervisor Hass shared a meeting was held July 14, 2025, and they should be getting a report with results of tests to determine what is causing breaks in the lines.

Township Board Reports:

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

Public Comment:

1. Dallas Austin suggested that the township sign at the front of the building could have the paint touched up.

Next regular Board of Trustees meeting: August 14, 2025, at 6:30 pm

With no other business before the Board at 7:13 p.m. Moved by Bundle, seconded by Gillam to adjourn. Motion approved. Meeting adjourned.

Respectfully submitted,



Jennifer Brunner, Clerk