

MINUTES OF THE MEETING OF THE
JEFFERSON TOWNSHIP
BOARD OF TRUSTEES
February 11, 2021

The April 8, 2021 meeting was called to by Supervisor Hass at 6:30 p.m. Roll Call was taken.
Present: Bundle, Brunner, Gillam, Glaze, Hass.

Additional Attendees: Harold Eltzroth

Pledge of Allegiance by all.

PUBLIC COMMENTS: None

CORRESPONDENCE: Joe Bellina-Cass County Road Commission emailed response to Resident Freeland's letter about Indigan Lane road work.

APPROVAL OF MINUTES: Motion by Bundle, seconded by Glaze to approve the March 11, 2021 minutes as presented. Motion approved.

TREASURER'S REPORT: Treasurer's report for Old National Bank accounts given by Glaze. Motion by Brunner, seconded by Gillam to approve the report as presented. Motion Approved.

PAYMENT OF BILLS: Payment of Bills report showing checks from March 11-March 29 in the amount of \$22,716.87. Motion by Bundle, seconded by Hass to approve payments as presented. Motion approved.

OLD BUSINESS:

- Red Brick school – Sold in November 2020 per Geri Vlasticak, Cassopolis Public Schools Business Manager.
- The board based on recommendation of township attorney Senica has decided to not adopt Zoning Solutions request for Indemnity and Hold Harmless Agreement. The Board has tabled signing 2021 contract until further discussion is had.

NEW BUSINESS:

- Assessor Northrop presented the following resolutions to the Board for consideration:
2021-2 Authorization to Allow Local Residents to Protest in Writing to Board of Review
2021-3 Set an Alternate Date for the July Board of Review 2021
2021-4 Allow Extension of Poverty Exemption through 2023 Tax Year
2021-5 Set an Alternate Date for the December Board of Review 2021
2021-6 Poverty Exemption Income Guidelines and Asset Level Test
Motion by Gillam, seconded by Bundle to vote on resolutions. Roll Call Vote.

Respectfully submitted,

Jennifer Brunner
Clerk

Unanimous. 2021-2, 2021-3, 2021-5,2021-6 Approved. 2021-4 Not Approved.

- The Board received and accepted Lotte Kirstein's letter of resignation as Jefferson Township Treasurer. With the treasurer's resignation, there was discussion to have a secondary Board member listed on the Old National Bank accounts. The Board discussed and agreed to add Jennifer Brunner to all bank accounts at Old National Bank. Motion by Gillam, Seconded by Hass. Roll Call Vote. Unanimous. Motion Approved.
- Discussion of enrolling in Paycor payroll service for township payroll. Motion by Brunner, seconded by Bundle to utilize Paycor payroll service. Motion passed.
- The Board reviewed auditor's recommendation to adopt policy of Board approval of payables prior to issuance of payment to vendors to replace the current system of approval after the fact. Motion by Gillam, seconded by Bundle. Roll Call Vote. Unanimous. Motion Approved.
- Zoning Solutions LLC zoning and blight report. Reviewed property on Hess Rd. Court ordered demo of home and removal of vehicles from property. Zoning Solutions requested permission to seek bids to complete the work. Motion by Brunner, seconded by Bundle. Roll Call Vote. Unanimous. Motion Approved

EMERGENCY SERVICES/UTILITIES:

- Central Cass Ambulance -Mrs. Pompey reported response times and that repairs had been made to the ambulance barn. May 6th is the next scheduled board meeting.
- Central Cass Inter-local Fire Department
- Edwardsburg Fire Department
- CAUA – Mr. Hass reported that sewer and water rates will remain the same.

BOARD OF REVIEW: March 2, 2021 Organizational meeting scheduled for 10:00 via Zoom. Board of Review scheduled for March 8th 9 am-3 pm and March 10th 3 pm-9 pm.

PLANNING & ZONING COMMISION: Regular meeting scheduled March 17, 2021 at 7:00 via Zoom. No work sessions or Public hearings scheduled at this time.

ZONING BOARD OF APPEALS: No business to report.

OTHER BUSINESS:

- We will post and except resumes for new Treasurer until February 20, 2020. Interviews to be held as resumes are returned.
- Mr. Grice gave update for Board of Commissioners.
- Discussion was had to take a collection by those interested in contributing to purchase a retirement gift to be presented to Ms. Kirstein. Ms. Bundle will receive donations and make the purchase.

Respectfully submitted,

Jennifer Brunner
Clerk

With no other business before the board, Gillam moved to close the meeting, seconded by Bundle. At 7:30 pm Hass adjourned the meeting.

Respectfully submitted,

Jennifer Brunner
Clerk