

**JEFFERSON TOWNSHIP**  
24725 Jefferson Center Street  
Cassopolis, MI 49031

**Board of Trustees Meeting Minutes**  
May 9, 2024

**Call to Order:** Supervisor Hass called the meeting to order at 6:30 PM.

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

**Additional attendees:** Cameron Mendenhall, Ron Bellaire, Mark Howie, Mary Howie, Jeff Locke, Dallas Austin

**Pledge to the flag:** Led by Clerk Brunner

**Correspondence:** None

**Public Comment:** None

**Approval of Agenda:** Moved by Mendenhall, supported by Brunner to approve the agenda. Motion approved unanimously.

**Approval of Minutes:** Moved by Brunner, supported by Bundle to approve the minutes of the April 11, 2024, BOT meeting. Motion approved unanimously.

**Treasurer's Report:** Moved by Bundle, supported by Hass to approve the treasurer's report as presented. Motion approved unanimously.

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

**Old Business:**

1. Supervisor Hass addressed the continued tabling of discussion of Emergency Services millage increase as we still do not have a final contract and don't expect to have one until October or November. The issue will be addressed at that time.

**New Business:**

1. Approval of Minutes from the April 15, 2024, joint meeting of Jefferson Township, LaGrange Township and The Central Cass Fire Board. Moved by Hass, supported by Brunner to approve. Motion approved unanimously.
2. Clerk Brunner asked the board for approval to purchase 10 new polling stations to replace our current stations as well as purchase new secrecy sleeves to make it easier for voters to place their ballots into the tabulator. Discussion among board members. Moved by Bundle, supported by Mendenhall to approve the purchase. Motion approved unanimously.

3. Clerk Brunner presented the renewal for online learning through MTA to the township board. The courses offered are available to all township employees. The yearly subscription is \$1900.00. Discussion of benefits of having these courses available. Moved by Bundle, supported by Hass to approve. Motion approved unanimously.
4. Election update: Clerk Brunner shared that the May 7, 2024, special election went well and was certified by the board of canvassers.
5. Supervisor Hass shared that the Township Clean-Up day is set for Saturday, May 18<sup>th</sup> from 8:00 a.m. to noon. They will not be accepting tires this year.

#### **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 was present and informed board of the ongoing issue with the resident on Coulter St. who installed electrical in an attached garage that has been finished to contain living space. He has sent multiple letters including certified mail along with stickers placed at the residence that the resident must obtain an electrical permit. He has asked that we speak with the township attorney about potential liability issues for the township.

#### **Emergency Services/Utilities Reports:**

1. **Cass Ambulance:** Next Joint ambulance meeting is scheduled for May 21, 2024, at 5:00 p.m. at Wayne Township Hall, the next CCAA meeting is scheduled for June 6, 2024, at 6:00 p.m. Ambulance Authority Chairmen Carter and Anderson to meet with SMCAS to try to get information on when we can expect the 2<sup>nd</sup> ambulance to be running 24 hours.
2. **Central Cass Fire Department:** Chief Locke was present and reported 14 calls this past month. He asked that Jefferson and LaGrange provide the funding numbers as soon as possible so that the budget can be approved. The next regular meeting is scheduled for May 22, 2024, at 6:30 p.m.
3. **Edwardsburg Fire Department:** The next meeting is scheduled for June.
4. **CAUA:** Supervisor Hass reported there were significant expenses associated with the two main breaks this spring.

#### **Township Board Reports:**

1. **Planning & Zoning Commission:** Next meeting is scheduled for July 17<sup>th</sup> at 7:00 pm
2. **Zoning Board of Appeals:** No business.
3. **Construction Board of Appeals:** No business.
4. **Board of Review:** No business.

#### **Public Comment:**

1. Ron Bellaire asked about the marihuana grows. Supervisor Hass explained that limited indoor grows were adopted into the zoning ordinance.
2. Mary Howie shared plans for the Cassopolis Smart Park and that there is a public meeting scheduled for Tuesday, May 21, 2024, from 6:00 p.m.-8:00 p.m. at Sam Adams School in

Cassopolis. She also shared that the Historic Commission is selling bricks that can be engraved for \$50 which will be used to pave the sidewalk at Newton House.

3. Jeff Locke asked if the township was aware that plywood was being used as a front door of a home on Robinson Rd. We will ask Steve Allen to investigate it.
4. Mark Howie introduced himself and shared that he will be running for County Commissioner in District 5.
5. Mary Howie, County Commissioner, shared that the County Commissioners have allocated \$25,000 to assist in the clean up efforts around Twin Lakes following the storms.

Next regular Board of Trustees meeting: June 13, 2024, at 6:30 p.m.

Township Budget Hearing: June 25, 2024, at 6:30 p.m.

With no other business before the Board at 7:27 p.m. Moved by Bundle, supported by Mendenhall to adjourn. Motion approved. Meeting adjourned.

Respectfully submitted,



Jennifer Brunner, Clerk

APPROVED