

JEFFERSON TOWNSHIP
24725 Jefferson Center Street
Cassopolis, MI 49031

Board of Trustees Meeting Minutes
June 12, 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: Mike Grice-County Commissioner, Ryan Brown, Mark & Robin Majewski, Jeff Locke

Pledge to the flag: Recited

Correspondence: Clerk Brunner presented a copy of notice to comment on Application for Approval of Renewable Energy Plan filed by MEC to the Michigan Public Service Commission.

Public Comment (Agenda Items): Mr. Mark Majewski spoke in support of the Reames & Norton Cemetery. He asked the board to continue supporting the Reames & Norton Cemetery Association with it's annual donation and to consider increasing the donation.

Approval of Agenda: Moved by Brunner, seconded by Bundle to approve the agenda with a change to move Decker Agency insurance proposal to 1st item of New Business. Motion approved.

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

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

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

Unfinished Business:

1. None

New Business:

1. Review & discussion of switching Township Liability Companies from EMC (Hartlieb Agency to Par Plan (Decker Agency). Moved by Bundle, seconded by Mendenhall to approve the change of Liability Coverage beginning July 1, 2025, to the Decker Agency.
Roll Call Vote: Gillam-yes, Mendenhall-yes, Hass-yes, Brunner-yes, Bundle-yes. Motion approved.
2. Reames & Norton Cemetery Management. Discussion. Moved by Brunner, seconded by Gillam to opt out of taking over management.
Roll Call Vote: Bundle-yes, Gillam-yes, Mendenhall-yes, Hass-yes, Brunner-yes. Motion approved.

3. Township Annual Contribution to Reames & Norton Cemetery Association. Discussion. Moved by Brunner, seconded by Bundle to cease financial contributions to Reames & Norton Cemetery on the legal advice of the township attorney and MTA guidance that this is not a lawful expenditure. There are no board minutes, resolution or written contract documenting this was a board decision in 2001.
Roll Call Vote: Bundle-yes, Brunner-yes, Hass-yes, Mendenhall-yes, Gillam-yes. Motion approved.
4. Discuss approval of required updated building code books. Moved by Bundle, seconded by Mendenhall to approve the purchase. Motion approved.
5. Discuss waiving the township portion of the electrical permit as presented by Ron Bellaire at the May 8, 2025, BOT meeting. Moved by Gillam, seconded by Bundle to approve waiving the township's portion. Motion approved.
6. Discussion to offer year-round storage as an option for vehicles, boats, etc. Moved by Bundle, seconded by Gillam to offer winter (Oct-May) or year-round storage to residents with year-round storage costing an additional ½ of winter storage fees. Motion approved.
7. Discussion to allow Mr. Lee, a resident who lives on the portion of Mullen Rd. off Pine Lake St. to fund a private grant to apply a double sealcoat with gravel. Reviewed the 3 options provided by the Cass County Rd. Commission for maintenance of the road: gravel, double sealcoat, paving. Moved by Brunner, seconded by Bundle to leave the road a dirt road due to the increased cost to the township for all future maintenance costs.
Roll Call Vote: Bundle-yes, Mendenhall-yes, Hass-no, Gillam-yes, Brunner-yes. Motion approved.

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 June 26, 2025, at 6:00 pm, joint meeting with Dowagiac Ambulance group June 17, 2025, at 6:00 pm
2. **Central Cass Fire Department:** Chief Locke shared the fire department is investigating the purchase of 800 mH radios.
3. **Edwardsburg Fire Department:** Trustee Gillam shared the fire department is looking into the purchase of pagers.
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. Next meeting, June 16, 2025, 3:00 pm

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. County Commissioner Mike Grice shared that there is information going around that the Cass County Medical Care Facility is for sale. It is not. He also shared that the County hired a new administrator. Patrick Jordan began his tenure June 11, 2025, and looks forward to working with the Commissioners and County residents.

Next regular Board of Trustees meeting: July 10, 2025, at 6:30 pm

With no other business before the Board at 7:46 p.m. Moved by Brunner, seconded by Bundle to adjourn. Motion approved. Meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Brunner".

Jennifer Brunner, Clerk

DRAFT