

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

Board of Trustees Minutes
April 13, 2023, 6:30 PM

Call to Order & Roll Call: Supervisor Hass called the meeting to order at 6:34 PM.
Present: Hass, Brunner, Mendenhall, Bundle, Gillam.

Additional attendees: Kevin and Rose Kelsheimer, Steve Allen, Jeff Locke, Mary Howie, Troy Adams, Dr. John Ritzler, Dallas Austin and Amanda (no last name given).

Pledge to the flag

Public Comments:

John Ritzler – Cassopolis Public Schools – Operational millage proposal on May 2, 2023, ballot.

Mary Howie – Cassopolis beach snack shack summer help needed. \$12.50 hourly, must be at least 16 years old. Provided information on ticks from MDHHS.

Troy Adams – 67135 M 62 – Asked for update on his legal situation. Advised that we are unable to answer questions because resident has retained counsel. Attorney Senica communicating with Attorney LeBre.

Correspondence: None

Approval of Minutes:

March 9, 2023, meeting minutes were presented. Motion by Brunner, supported by Mendenhall 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 Gillam, supported by Mendenhall to approve as presented. Motion approved. Profit and Loss Report presented.

Old Business:

Re-approve Road Commission work contracts. Original contract totals changed with the township's portion being more. The township has enough to cover it. Motion by Bundle, supported by Hass to approve as presented. Motion approved.

New Business:

Approve Central Cass Fire Board budget. Motion by Brunner, supported by Gillam to approve as presented. Motion approved.

Approve Construction Board of Appeals. Attorney Senica recommended we use the committee she uses with other townships. This will be a permanent committee. Also recommended the \$125 per member meeting fee. Motion by Hass, supported by Mendenhall to approve as presented. Motion approved.

Email from Ron Bellaire re: 26228 Yankee. No other action required.

Explanation of road projects. Hass stated the types of application and repairs that the township pays for. Brunner read the areas of roads that the contracts will cover. The County is responsible for the primary roads. Roads are generally funded by roads special assessment and general fund. Most ARPA funds went to road repairs.

Audit report. Audit is required every other year. Completed this year, the last one was in 2018 due to COVID. The General Fund Balance Sheet Report stated balances from past years that need to be forgiven. There are no funds to pay back the general fund. Many of these discrepancies were before current board members. Wilson Bond balance should be disbursed back to residents unless they want another proposal on a ballot soon. Motion by Hass, supported by Gillam to approve as presented. Motion approved.

Inspectors Reports:

- **Zoning:** No reports submitted.
- **Building:** No reports submitted.
- **Plumbing/Mechanical:** No reports submitted.
- **Electrical:** No reports submitted.

Blight Enforcement: Report provided by Steve Allen. Conrad Road property has been demolished. Pine Lake property received final inspection and was approved and closed. White Road needs approval to go to court. Motion by Mendenhall, supported by Brunner to approve as presented. Motion approved. Hass will follow up with Allen.

Emergency Services/Utilities:

- **Cass Ambulance:** Hass provided meeting minutes. The company will continue to provide services here. After the contract expires, there will be an increase in costs.
- **Central Cass Fire Department:** Hass reported last meeting was discussion of budget. The new Cassopolis Village representative is Todd Mc Michael upon resignation of Tex Shetron.
- **Edwardsburg Fire Department:** Gillam reported purchase of new air tanks for \$15,450.00 and \$1500 for freight.
- **CAUA:** Hass reported on April 17th meeting, proposing increases in the next few years. Under discussion.

Planning & Zoning Commission: Next meeting changed from April 19th to April 26th for review new ordinance revisions.

Board of Review: Few residents present at recent meetings. Most came for uncapped tax changes through sale.

Zoning Board of Appeals: No business

Other Business:

PivotPoint: Assessor Northrup is asking for the township to pay an annual license fee of \$806.00. The program helps to automate her manual input. The cost would fall within her assessor's budget but would leave no room for any other expenses. Will this be part of her compensation? Could negotiate her contract to include Pivot Point or she will pay it herself. Discussion tabled to get additional information from her.

Next regular Board of Trustees meeting May 11, 2023.

With no other business before the Board, meeting adjourned at 7:46 PM. Motion by Mendenhall, supported by Brunner. Meeting adjournment.

Respectfully submitted,

Jennifer Brunner, Clerk

