

JEFFERSON TOWNSHIP
24725 Jefferson Center Street
Cassopolis, MI 49031

Board of Trustees Meeting Minutes
August 8, 2024

Call to Order: Supervisor Hass called the meeting to order at 6:30 p.m.

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

Additional attendees: James Wierman, Dallas Austin, Amanda Welzy, Jeff Carmen, Mary Howie

Pledge to the flag: Led by Supervisor Hass

Correspondence: Letter sent to Supervisor Hass and Assessor Northrop from Daniel Nowak. The board discussed their response to the letter and reviewed a draft letter in response to Mr. Nowak. Moved by Gillam, supported by Bundle to send the response letter. Motion passed unanimously.

Public Comment:

Mr. Wierman updated the board on the work the Cass County Opioid Settlement Committee is doing to get Narcan vending machines in high traffic public areas throughout the county. The goal is to get Narcan in the hands of families and friends of residents with addictions. They would like to get a vending machine in Cassopolis, Edwardsburg, Dowagiac, Jones and Marcellus. Each vending machine costs about \$4000.00. They are looking for high visibility sites. Hass asked about some of the funds going toward ambulance services. Mr. Wierman stated that an application would need to be obtained from Judge Bealor at the county and someone representing the ambulance authority would have to fill it out. The application is a difficult process to complete.

Mr. Carmen spoke about his disappointment that there was no representation from the township or our county commissioner at the County meeting discussing the North Shore bridge at the road commission. He is concerned that township funds will be used to update the bridge from its current one lane to the proposed two lanes. He is also concerned on the effect the new bridge may have for kayakers. Supervisor Hass responded that he did attend the meeting but had to leave for another meeting before it concluded. Commissioner Howie also stated that she was in another commissioner meeting during that time and was unable to attend. Supervisor Hass explained that the bridge upgrade is being paid for by a grant through M-DOT and township funds will not be used for the project.

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

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

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

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

Old Business:

1. Building Improvements: R & D plumbing to quote for replacement of the 3 toilets in the township hall bathrooms. We continue to have issues with one of the women's toilets.

2. Kerry Collins submitted a quote for 3 new desktop computers for the township office from Microsoft in the amount of \$2540.55 (\$846.85 ea). Moved by Hass, supported by Brunner to purchase the new desktops. Motion passed unanimously.

New Business:

1. Notice of Municipal Conditions Occupancy Prohibited – decision to use: Tabled
2. Policy for BOT mileage reimbursement: Tabled
3. Policy for BOT Continuing Education and rate of pay for boards: Tabled
4. Clerk Brunner gave an election update for the August 6, 2024, Primary Election.

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:** The CCAA board met with representatives from Newburg Township who is requesting some form of reimbursement for mutual aid calls that increased in the time after Pride Care withdrew service. Mutual aid has returned to almost what it was prior to loss of service. After discussion it was decided that talks would continue at the August 28, 2024, CCAA meeting.
2. **Central Cass Fire Department:** At the July 24, 2024 meeting, the board voted to hire Theresa DeMeyer to provide accounting services for the fire department.
3. **Edwardsburg Fire Department:** Meeting held August 6th. No new business
4. **CAUA:** Next meeting is set for August 12th. Hass reported that there has been discussion on the possible need to upgrade the pump as they are looking into whether the interceptor capacity between Dowagiac and Cass can handle the current load.

Township Board Reports:

1. **Planning & Zoning Commission:** Public hearing to correct color coding on zoning map for 2 parcels is set for August 28, 2024.
2. **Zoning Board of Appeals:** No business
3. **Construction Board of Appeals:** No business.
4. **Board of Review:** Met July 19th for routine business.

Public Comment:

Commissioner Howie shared that the Old Courthouse renovations are set to be completed in October. She also attended the Cass County Fair and reported that it was a great event.

Supervisor Hass shared that the intersection at Dailey Rd and Pokagon Hwy. is set to become a four-way stop on August 13th.

Next regular Board of Trustees meeting: September 12, 2024, at 6:30 p.m.

With no other business before the Board at 7:09 p.m. Moved by Brunner, supported by Gillam to adjourn. Motion approved. Meeting adjourned.

Respectfully submitted,

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

Jennifer Brunner, Clerk

APPROVED