

JEFFERSON TOWNSHIP
24725 Jefferson Center Street
Cassopolis, MI 49031

Board of Trustees Meeting Minutes
April 11, 2024

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

Present: Brunner, Bundle, Gillam, Hass, Mendenhall

Additional attendees: Cameron Mendenhall, Bob Wilson, Nancy Wilson, Jeff Carmen, Dallas Austin, Amanda Welzy

Pledge to the flag: Led by resident, Jeff Carmen

Correspondence: Brunner presented a letter and article from Jerry Duck, Executive Committee Member Of Cass Co. Republican Committee & Treasurer for Cass Co. GOP Delegate Committee in opposition of 15-minute cities in our county.

Public Comment:

1. Resident, Jeff Carmen informed the board that his neighbor, Dan Nowak, will be filing a complaint regarding an assessment matter with the State of Michigan. He asked the board to consider seeking out bids for assessing services every few years.
2. Resident, Bob Wilson asked the board if Library Rd. is on the schedule for road maintenance. He shared that the road has become very dangerous to navigate with vehicles having to move to the other lane to avoid defects in the road. Hass informed those in attendance that we have contracted with the Road Commission to repair and resurface Library Rd. this summer.

Approval of Agenda: Moved by Brunner, supported by Mendenhall to approve the agenda with the addition of the Dust Control Contract and hiring of Erica Evans to provide cleaning services for the township hall. Motion approved unanimously.

Approval of Minutes: Moved by Brunner, supported by Bundle to approve the minutes of the March 14, 2024, BOT meeting. Motion approved unanimously.

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

Payment of Bills: Moved by Bundle, supported by Gillam to approve the payment of bills from the General Fund, Diamond Lake Water Debt Fund, Diamond Lake Weed Fund, and Emergency Services Fund as presented. Motion approved unanimously.

Old Business:

1. The board tabled a discussion of increasing the Emergency Services Special Assessment last month and because we will not have a final contract with SMCAS until sometime this coming fall, discussion to table until we receive the final contract. Moved by Hass, supported by Mendenhall to table until we receive the final ambulance contract. Motion approved unanimously.

New Business:

1. Brunner presented local resident, Erica Evans, for consideration to fill the position of custodian to clean the township hall. She has several clients and will be able to come during business hours. She toured the township hall and was interviewed by Brunner. She charges \$25 per hour and Brunner recommended she come in twice a month. This falls in line with our current budget for custodial services. Moved by Brunner, supported by Bundle to hire Erica Evans. Motion approved unanimously.
2. Brunner presented the Dust Control bid from the Road Commission for consideration. Hass shared that with the cost share provided by the Road Commission, that the cost is in line with previous years with a slight increase. The benefit of using the road commission is the longevity of the application. They do not grade the roads after application prolonging the benefit. Moved by Brunner, supported by Mendenhall to accept the bid. Motion approved unanimously.
3. Brunner gave Elections Update. Edwardsburg Schools has a bond proposal on the ballot for the May 7, 2024, Special Election. A public accuracy test is scheduled for Tuesday, April 16, 2024, at 9:30 a.m. There will be on early voting for the Special Election but voters who would like one, may request an absentee ballot.

Inspectors Reports:

1. **Zoning/Code Enforcement:** Steve Allen, code enforcement officer, submitted his monthly report.
2. **Building:** Wayne has received permit apps for a few new homes and for the Gemstone Solar project.
3. **Plumbing/Mechanical:** No report submitted.
4. **Electrical:** Ron Bellaire and Wayne Hardin are working on an issue with a resident who did not secure an electrical permit for a new attached garage and living space.

Emergency Services/Utilities Reports:

1. **Cass Ambulance:** Supervisor Hass shared we still have 1 full time ALS ambulance currently housed in the Cass ambulance barn and a 12-hour BLS ambulance currently housed in the Dowagiac ambulance barn. The 2nd ambulance should be 24 hours within the month. We have been told that this fall SMCAS plans to replace the BLS ambulance with a 2nd ALS ambulance. The next meeting will be at the Wayne Township Hall on May 2, 2024, at 5:30 p.m.
2. **Central Cass Fire Department:** Next meeting is scheduled for April 15, 2024, at 5:30 p.m. This is a special meeting between the fire board, LaGrange Township board and Jefferson Township board to review and define the fire districts in each township as well as review the funding mechanism of the Fire Department. 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. Jeff was not sure what the date is.
4. **CAUA:** The next meeting is scheduled for April 15, 2024.

Township Board Reports:

1. **Planning & Zoning Commission:** Next meeting is scheduled for April 17th at 7:00 pm
2. **Zoning Board of Appeals:** No business.
3. **Construction Board of Appeals:** No business.

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4. **Board of Review:** 2nd BOR hearing was held March 19th. Between the two hearings, two residents appealed and both were granted a review and appeals approved.

Public Comment:

1. Resident, Jeff Carmen asked if the new custodial employee would be covered by workman's compensation. Brunner advised that all employees are covered by the township's liability insurance.

Next regular Board of Trustees meeting: May 9, 2024, at 6:30 p.m.

With no other business before the Board at 7:00 p.m. Moved by Bundle, supported by Mendenhall to adjourn. Motion approved. Meeting adjourned.

Respectfully submitted,



Jennifer Brunner, Clerk

APPROVED