

APPROVED MEETING MINUTES
Regular Monthly Meeting
Grass Lake Charter Township Board
December 12, 2023

The **regular monthly** meeting of the Grass Lake Charter Township Board was called to order on Tuesday, December 12, 2023 at 6:2130 p.m., by Supervisor Lesinski at the Grass Lake Charter Township Meeting Room.

Board Members Present by Roll Call: Bednarski-Lynch, Loveland, Zenz, Lesinski, Brennan and Bray.
Absent: Lamborghini.

Also Present: Deputy Clerk Harris, Village Manager Edgar, Jackson County Commissioner Walz and approximately 18 Public. Zoom attendees: 2.

Pledge to flag was recited.

Approval of Agenda: Motion by Brennan and supported by Bednarski-Lynch to approve the agenda as presented. Motion Carried.

Consent Agenda Items: - **Meeting Minutes** – as prepared. **County Sheriff Report** – as prepared, a lot of activity in the Township. **Assessor’s Report** – none, December Board of Review was this morning. **Zoning Administrator’s Report** – as prepared. **DPW Report** – as prepared. **Zoning Enforcement Report** – as prepared. **Building and Grounds Report** – as prepared. **County Commissioners Report** – Commissioner Walz reported that the parks report is out, we should take a look at it, she also stated a lot is happening in Jackson and just stay tuned!! Side note – much appreciated to have representation from out County Commissioner. Motion by Bednarski-Lynch and supported by Brennan to accept the consent agenda items as reported. Motion Carried.

Monthly Bills: Motion by Brennan to pay the General Fund bills in the amount of \$86,921.47 and Fire Fund bills in the amount of \$47,217.96 and to allow Clerk Zenz to pay the workman’s compensation bill from Accident Fund when it comes before the end of the year. Supported by Bray. Roll Call Vote: Yeas – Brennan, Bray, Bednarski-Lynch, Loveland, Zenz, and Lesinski. Absent: Lamborghini. Motion Carried.

Treasurer’s Report: Loveland reported that the 2023 winter tax bills have been mailed. He explained the PRE & Military Exemptions. We are currently earning 5.5% interest from Michigan Class. Motion by Zenz to approve the Treasurer’s report as presented. Supported by Bednarski-Lynch. Motion Carried.

Correspondence: Letter from JCDOT – mumble strips down Norvell Road and centerline and edge line pavement markings. Engagement letter with Siegfried Crandall, PC for the 2023 Audit.

Old Business: a) – **ARPA Update – building update** – no updates at this time. b) – **Parks Report** – there has been no meeting, Bray will be setting one up after the Holidays. c) – **Short Term Rental Ordinance** – this is still a work in progress. There was a major complaint today from the Pleasant Lake Area regarding an Air B-n-B there. Zoning Enforcement and Building Official will be sent out there. d) – **Solar Farm** – nothing new to report on this.

New Business: a) – Resolution for General Appropriations Act (2024 Budget) – Motion by Zenz to adopt the Resolution to establish a General Appropriations Act for the 2024 budget fiscal year. Supported by Bednarski-Lynch. Roll Call Vote: Aye: Zenz, Bednarski-Lynch, Loveland, Brennan, Bray and Lesinski. Nay: none. Absent: Lamborghini. (attached) **b) – Resolutions to establish salary for Supervisor, Clerk, Treasurer & Trustees** – Motion by Bray and supported by Brennan for Supervisor Salary - \$35,850.00. . Roll Call Vote: Aye: Bray, Brennan, Zenz, Bednarski-Lynch, Loveland, and Lesinski. Nay: none. Absent: Lamborghini. (attached) Motion by Brennan and supported by Bednarski-Lynch for Clerk Salary - \$38,500.00. . Roll Call Vote: Aye: Brennan, Bednarski-Lynch, Bray, Zenz, Loveland, and Lesinski. Nay: none. Absent: Lamborghini. (attached) Motion by Bednarski-Lynch and supported by Brennan for Treasurer Salary - \$42,030.00. . Roll Call Vote: Aye: Bednarski-Lynch, Brennan, Bray, Zenz, Loveland, and Lesinski. Nay: none. Absent: Lamborghini. (attached) Motion by Loveland and supported by Zenz for Trustees Salary - \$3,875.00. . Roll Call Vote: Aye: Loveland, Zenz, Bray, Brennan, Bednarski-Lynch and Lesinski. Nay: none. Absent: Lamborghini. (attached) **c) – 2024 Monthly Board Meeting and Work Session Dates, 2024 Holiday Schedule** – Motion by Bednarski-Lynch to approve the meeting and work session dates and the 2024 holiday schedule as presented. Supported by Brennan. Motion Carried. **d) – Budget Amendments – 1st Amendment** - Motion by Zenz to make Budget Amendment to General Fund Revenue Line “Insurance Recoveries” to \$36,756.51 and increase Expense Line “Township Hall & Grounds – Repair & Maintenance by \$32,450.00 to offset expenses of Building Repairs from water damage in December 2023. Supported by Bray. Roll Call Vote: Aye: Zenz, Bray, Loveland, Brennan, Bednarski-Lynch and Lesinski. Nay: none. Absent: Lamborghini. **2nd Amendment** - Motion by Zenz to make Budget Amendment to Transfer \$7,000.00 from Fund 423 “Park Capital Improvement Outlay” to Fund 424 “Township Building Capital Outlay”. RE: Partial payback for sidewalk installed at Sports n Trails. Outstanding Balance: \$18,000.00. Supported by Brennan. Roll Call Vote: Aye: Zenz, Brennan, Bray, Loveland, Bednarski-Lynch and Lesinski. Nay: none. Absent: Lamborghini. **e) – Grass Lake Schools Summer Tax Collection Agreement** – Motion by Zenz to go into agreement with Grass Lake Community Schools for the collection of the 2024 summer taxes. Supported by Loveland. Roll Call Vote: Aye: Zenz, Loveland, Brennan, Bray, Bednarski-Lynch and Lesinski. Nay: none. Absent: Lamborghini. **f) – Recommendation to Hire Electrical Inspector** – Motion by Lesinski to hire Michael Cox for the Township’s Electrical Inspector to replace Kieth King effective December 22, 2023. Supported by Zenz. Motion Carried. **g) – Appointment of Township Clerk (effective 1-1-2024)** – Motion by Lesinski to appoint Deputy Clerk Gail Harris as Township Clerk effective January 1, 2024 to complete the term of retiring Clerk Zenz which expires November 19, 2024. Supported by Brennan. Roll Call Vote: Aye: Lesinski, Brennan, Zenz, Loveland, Bray and Bednarski-Lynch. Nay: none. Absent: Lamborghini. **h) Zoning Enforcement Contract** – Motion by Brennan to approve the \$ 5.00 increase per hour (\$30.00 to \$35.00) for Zoning Enforcement Services by “Wayne Bisard Investigations, LLC”. Supported by Bednarski-Lynch. Motion Carried. **i) – Dump Tickets** – Lesinski recommends eliminating the free dump tickets due to cost increase. Residents will still receive 4 free tickets. The tickets will now be numbered so they can be monitored more closely.

Fire Department Report: a) – Report - as prepared by Fire Chief Jones. Zenz reported the Breakfast with Santa along with the food and toy drive was a huge success this year. Around 300 people were served breakfast. The Department worked with the school in getting families that could use the food and gifts. Gift Certificates were also provided for Frank’s Shop-Rite.

Public Comment: Pete Morris – Issues at Pleasant Lake with an Air B-n-B, please continue working on the Short Term Ordinance for B-n-B’s . Phil Kocher – Where is Township’s stance on the solar and the re-zoning request.

Adjournment: Motion by Brennan to adjourn the meeting at 7:17 pm, supported by Bednarski-Lynch.
Motion carried.

Respectfully Submitted, Catherine Zenz, Township Clerk