

BLACKMAN CHARTER TOWNSHIP
BOARD MEETING AGENDA
Tuesday, January 16, 2024
6:00 PM

CALL TO ORDER / PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - (two-minute limit)

ADDITIONS / DELETIONS

MINUTES APPROVAL

1. Approval of the minutes for the Regular Board Meeting held on Monday, December 18, 2023.

CONSENT AGENDA

1. Approval of payroll for the dates 12/08/23 in the amount of \$211,603.69 and for 12/22/23 in the amount of \$173,856.87.
2. Receive Revenue and Expenditure Report for the month of December 2023.

SUPERVISOR'S UPDATE

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TREASURER'S UPDATE

- 1-11-23-2023 Investment Portfolios

CLERK'S UPDATE

1. Authorize the Clerk to dispose of obsolete voting booths, either by donation to another municipality, or other means as necessary.

PUBLIC SAFETY

1. Minutes from Public Safety Committee meeting Wednesday, January 10, 2024.
2. Authorize the Director of Public Safety to purchase 44-Glock 45 MOS 9mm and 44-Glock 43X MOS 9mm pistols, with holsters from Keisler Police Supply, after trade-in, not to exceed \$36,862.71, from account #205-345-790.000.
3. Authorize the Director of Public Safety to purchase (3) LE-Kit-VO Gen II communication headsets, not to exceed \$4,500.00, from account #205-901-970.000.
4. Authorize the Director of Public Safety to purchase (1) Scott-RIT PAK III, 4.5 and (1) Carbon Cylinder, 4500 psi, 60-minute bottle for RIT-PAK III, not to exceed \$5,175.20, from account #205-901-970.000.

PLANNING COMMISSION

1. Minutes from Planning Commission meeting Thursday, January 02, 2024.
2. Approve Case# 1564 – Conditional Use Permit: Airplane Hangar at 1006 Airport Rd., Parcel 000-08-32-126-001-00, Zoned I-1 (Light Industrial), requested by Andrew Schneider. Conditions: Drain Commissioner letter regarding storm water management plan for the property and final lease agreement from Jackson County Airport be submitted to Blackman Charter Township for file.
3. Approve Case# 1566 – Conditional Use Permit: Ground Mounted Solar Array at 2400 N. Elm Ave., Parcel 000-08-23-426-001-03, Zoned I-1 (Light Industrial). Requested by Stephen Patterson. Conditions: Adhere to Township solar ordinance (5.26) and zoning ordinance site plan requirements.
4. Approve Case #1567 – Zoning Change; from C-1 (Local Commercial) to RS-1 (Suburban Residential) at Lansing Ave., Parcel 000-08-10-476-001-08, requested by Steven Lamere. Request is consistent with surrounding parcel zoning classifications.

ZONING BOARD OF APPEALS

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PARKS & RECREATION

1. Goals and Action Program – 2024-2028 Five Year Plan DRAFT
2. Solicitation of funds letter.

TECHNOLOGY COMMITTEE

-

UTILITIES COMMITTEE

-

ORDINANCE REVIEW COMMITTEE

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NEW BUSINESS

1. Approve Resolution #01-2024-0116; a resolution to give Local Government Authorization for a New Resort SDD License, non-transferable; New Sunday Sales Permit (PM) for Resort SDD License – Spirits; New Motor Vehicle Fuel Pumps at WESCO, INC located at 4101 Lansing Ave, Jackson, MI 49202-1023.
2. Authorize Marty Riske as backup electrical inspector.
3. Authorize Lester Brothers as backup sexton
4. Approve Invoice 2024 Investment from Enterprise Group of Jackson, Inc., for 2024 Investment in Jackson Challenge 2025 Capital Campaign in the amount of \$15,000.00.

BILLS

- Approve payment of bills on the Board Invoice Post Audit Report dated 1/04/24 in the amount of \$461,845.57 and Board Invoice Report dated 1/17/24 in the amount of \$370,926.55.

EXTENDED PUBLIC COMMENT (Three-minute limit)

OPEN DISCUSSION

ADJOURNMENT

Regular Board Meeting
Blackman Charter Township
December 18, 2023

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, December 18, 2023, at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

Members present: Supervisor Jancek, Clerk Elwell, Treasurer Preston, and Trustees: Ambs, Thomas, Pack, and Williams.

Members absent:

Public Attendance:

Ray Snell
Deborah Nagy

Nathan Baldermann
Daniel Arntz

Bill Burke

CALL TO ORDER / PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - (two-minute limit)

1. **Ray Snell, 9th District County Commissioner**
 - a. County Meeting change of time from 7:00pm to 5:00pm.
 - b. Accepting private roads into county system that have been built to county specifications.
 - c. Ad Hoc Committee for broadband
 - d. Trail Project
 - i. Accepting donation extension
 - e. MSU extension
 - i. Sign a memorandum of understanding. Will fund programs such as 4H.
 - f. Jackson County Jail
 - i. Option 3 selection
 - ii. Proposal on the August or November ballot
 - g. Merry Christmas!
2. **Nathan Baldermann and Bill Burke, representing Rehmann**
 - a. Introduction
 - i. Rehmann is a Regional Firm, in business 75 years, 1,000 public sector clients.
 - ii. Mr. Baldermann lives and is based in Jackson, MI

ADDITIONS / DELETIONS

- No additions/deletions.
Motion by Trustee Thomas, supported by Treasurer Preston to approve the Board of Trustee agenda for the Regular Board Meeting held on Monday, December 18, 2023.
Unanimously approved by voice vote

MINUTES APPROVAL

- No changes/corrections.
Motion by Trustee Williams, supported by Trustee Ambs to approve the Board of Trustee minutes for the Regular Board Meeting held on Monday, November 20, 2023.
Unanimously approved by voice vote

CONSENT AGENDA

1. Approval of payroll for the dates 11/10/23 in the amount of \$172,684.27 and for 11/24/23 in the amount of \$189,118.64.
2. Approve \$2,500,000.00 transfer of funds from Public Safety to General Fund for the month of December 2023.
3. Receive Revenue and Expenditure Report for the month of November 2023.

Motioned by Treasurer Preston, supported by Clerk Elwell
Roll Call: *Elwell, Pack, Thomas, Williams, Ambs, Jancek, Preston*
Ayes – 7 Nays - 0 Motion Approved

SUPERVISOR'S UPDATE

1. B & H Project
 - a. Moving Forward
 - b. Under attorney review and sign contract.
2. USG Water
 - a. Invoice for maintenance contract
 - i. Service from Jan. 1 – Dec. 31 will increase from last year.
 - b. MTA Capital Conference
 - i. Supervisor, Treasurer and Clerk pa

TREASURER'S UPDATE

1. Winter tax bills are out for December.
 - a. Residents are coming in to pay. No current issues.

CLERK'S UPDATE

1. Election Inspector and Contract Employees pay increase for all elections in 2024.
 - a. Memo included in meeting packet.
 - i. Increase Election Inspector pay to \$225.00
 - ii. Increase Co-Chairperson pay to \$240.00.
 - iii. Increase Chairperson pay to \$275.00.
 - iv. Increase Contract Worker pay to \$17.50 per hour.

Motioned by Clerk Elwell, supported by Trustee Pack
Roll Call: *Ambs, Thomas, Jancek, Elwell, Preston, Pack, Williams*
Ayes – 7 Nays - 0 Motion Approved

2. Resolution #20-2023-1218 LCC application for Parnall Food Mart, Inc.
Motioned by Clerk Elwell, supported by Trustee Thomas to approve Resolution #20-2023-1218; a resolution to recommend the approval to Transfer ownership of SDD with Sunday Sales permit (PM), only to Parnall Food Mart, Inc., to be held in conjunction with existing SDM license.
Roll Call: *Jancek, Preston, Pack, Thomas, Elwell, Ambs, Williams*
Ayes – 7 Nays - 0 Motion Approved

PUBLIC SAFETY

- *No activity*

PLANNING COMMISSION

- *No activity*

ZONING BOARD OF APPEALS

1. Topic of a set back was tabled.

PARKS & RECREATION

2. Public Meeting conducted on December 14, 2023.
 - a. Will be working with Public Safety
 - b. Looks positive for the future.

TECHNOLOGY COMMITTEE

- *No activity*

UTILITIES COMMITTEE

1. Ongoing discussions with Jackson City
 - a. Cost breakdown of shared assets and city assets.
 - b. Asking for proposals to limit costs.

ORDINANCE REVIEW COMMITTEE

1. Cemetery Ordinance – review in January/February
2. Authorized Ripstra & Scheppelman, Inc. to survey Bond Cemetery.

NEW BUSINESS

2024 NON-UNION WAGE MATRIX

Motion by Supervisor Jancek, supported by Trustee Thomas to approve 3% wage increase for all non-union township employees & update the wage matrix effective January 1, 2024. **Discussion**

Roll Call: Williams, Preston, Thomas Jancek, Ambs, Elwell, Pack
Ayes – 7 Nays - 0 Motion Approved

PROPERTY & CASUALTY INSURANCE

Motion by Clerk Elwell, supported by Treasurer Preston to approve the renewal of the Township's Property and Casualty Insurance Policies through the Burnham and Flower Insurance Group in the amount of \$259,201.40, effective January 1, 2024.

Roll Call: Jancek, Ambs, Williams, Pack, Elwell, Preston, Thomas
Ayes – 7 Nays - 0 Motion Approved

LETTER OF ENGAGEMENT WITH REHMANN

Motion by Treasurer Preston, supported by Clerk Elwell to authorize the Supervisor to sign a Letter of Engagement with Rehmann to provide accounting/audit services for the year ending December 31, 2023.

Roll Call: Ambs, Thomas, Jancek, Elwell, Preston, Pack, Williams
Ayes – 7 Nays - 0 Motion Approved

CINDY ACKER

Motion by Supervisor Jancek, supported by Trustee Williams to reappoint Cindy Acker to the Blackman Local Development Finance Authority for a 4-year term ending 03/31/2027.

Unanimously approved by voice vote

SHAWN WHITE

Motion by Supervisor Jancek, supported by Trustee Thomas to reappoint Shawn White to the Zoning Board of Appeals for a 3-year term ending 12/31/2026.

Unanimously approved by voice vote

JEFFREY KINNEY

Motion by Supervisor Jancek, supported by Clerk Elwell to reappoint Jeffrey Kinney to the Blackman Downtown Development Authority for a 4-year term ending 12/31/2027.

Unanimously approved by voice vote

MIKE AMBS Motion by Supervisor Jancek, supported by Trustee Thomas to reappoint Mike Ambs to the Blackman Downtown Development Authority for a 1-year term ending 11/20/2024.

Unanimously approved by voice vote

BYRON SCHROEDER Motion by Supervisor Jancek, supported by Trustee Williams to reappoint Byron Schroeder to the Planning Commission for a 3-year term ending 12/31/2026, and the Zoning Board of Appeals for a 3-year term ending 12/31/2026.

Unanimously approved by voice vote

BRUCE GRABERT Motion by Supervisor Jancek, supported by Trustee Williams to reappoint Bruce Grabert to the Planning Commission for a 3-year term ending 12/31/2026.

Unanimously approved by voice vote

PHIL PRESTON Motion by Supervisor Jancek, supported by Trustee Williams to appoint Phil Preston to the Planning Commission for a 1-year term ending 11/20/2024.

Unanimously approved by voice vote

SCOTT PACK Motion by Supervisor Jancek, supported by Trustee Williams to appoint Scott Pack to the Zoning Board of Appeals for a 1-year term ending 11/20/2024.

Unanimously approved by voice vote

RESOLUTION #21-2023-1218: 2023 BUDGET AMENDMENTS Motion by Clerk Elwell, supported by Trustee Pack to approve Resolution #21-2023-1218; a Resolution to approve the 2023 Budget Amendments.
Roll Call: Thomas, Ambs, Elwell, Jancek, Pack, Williams, Preston
Ayes – 7 Nays - 0 Motion Approved

RESOLUTION #22-2023-1218: 2024 GENERAL APPROPRIATIONS ACT Motion by Clerk Elwell, supported by Trustee Thomas to approve Resolution #22-2023-1218; a Resolution to approve the 2024 General Appropriations Act.
Roll Call: Preston, Williams, Thomas, Ambs, Pack, Elwell, Jancek
Ayes – 7 Nays - 0 Motion Approved

FOOD TRUCK FEE SCHEDULE Motion by Supervisor Jancek, supported by Treasurer Preston to approve the amended food truck fee schedule.
Roll Call: Pack, Elwell, Preston, Williams, Thomas, Jancek, Ambs
Ayes – 7 Nays - 0 Motion Approved

- BILLS Motion by Treasurer Preston, supported by Trustee Pack to approve payment of bills on the Board Invoice Post Audit Report dated 12/06/23 in the amount of \$55,877.79 and Board Invoice Report dated 12/19/23 in the amount of \$666,497.31.
Roll Call: Elwell, Pack, Thomas, Williams, Ambs, Jancek, Preston
Ayes – 7 Nays - 0 Motion Approved

EXTENDED PUBLIC COMMENT (Three-minute limit)

- None

OPEN DISCUSSION

1. Supervisor Jancek
 - a. Thank you to Linda Arntz and Nannette Sponsler for their work on the budget.
2. Treasurer Preston
 - a. Discussing with Byron writing of the Zoning Ordinance.
 - i. Needing assistance with converting and compiling files. Consider using office staff.

The Supervisor declared the meeting adjourned at 6:53pm.

David Elwell, Township Clerk

WATER PORTFOLIO									
BLACKMAN CHARTER TOWNSHIP	CD #, BOND, OR ACCOUNT #	LIQUID/ CASH	AMOUNT Invested	RATE	PURCHASED	MATURITY DATE	NOTES		
AVAILABLE Cash accounts									
American 1 CU mm account water	288882-08 4121635239 / mi-01-007C-003	5,214.55		1	2-12 opened	none	4.28 nov interest		
MICHIGAN CLASS				5.52		none	1792.69 int for Dec. cash changes constantly with bond activity		
COMERICA Bkr Cash	P1R-152886	4,959.03				073=081 Shadow account	724.89 Dec interest		
COUNTY NATIONAL BANK - tcs / 081 CASH	customer # 5500244073	213,752.08		4.00			323.53 Nov interest		
FLAGSTAR savings	113552435	97,850.87		4.13	Opened 8/18/2014				
Huntington bank (routing # 07203473)	1388421986	15,605.72		~2.4			3.84 Oct int 2023		
TOTALS AVAILABLE		718,566.38							
AVAILABLE 2024									
FHLB Callable - MBS broker CNB CD	Cusip 313379RN1 RMB031212 (water) 126371 CD closed	called	200,000.00 660,494.18	2.84 fixed 1.3	called 5/25/16 pd 200K 2/8/2021	9/30/2022	\$200k to MBS Broker cash, int to flagstar xxxx2435 moved to tcs 081 /xxxx 4073		
US T Bill-Com bkr	912797GD3		153,037.76	5.1569	10/19/2023	1/18/2024	pays ~155009 @ M		
US T Bill- Com bkr	912797JB4		196,763.50	5.02216	10/6/2023	1/30/2024	\$ from bkr cash, pays 200K at maturity.		
US T Bill- Com bkr	TSRY5661848		196,079.70	5.226	10/11/2023	2/29/2024	pays 200 @ M		
US T Bill- Com bkr	TSRY5638349		194,820.89	5.233	10/11/2023	4/11/2024	pays 200 @ M		
US T Bill- Com bkr	912797JP3		222,343.69	5.06	12/26/2023	4/23/2024	\$ from matured/ cash. Pays		
US T Bill- Com bkr	TSRY5593351		193,142.64	5.268	10/11/2023	6/13/2024	pays 200 @ M		
FHLB Callable - C*OM Bkr	313ASDT3		200,000.00	3.05	6/30/2022	12/30/2024	\$ from bkr cash		
Am1 CD	cert 34870		600,000.00	6	9/11/2023	9/11/2024	\$ from Com. Bkr water		
AVAILABLE 2025									
FHLMC-Com bkr	3134GWSE7		238,858.00	0.75	12/20/2021	2/26/2025	\$ from bkr cash		
FHLB-com bkr	3130ANWNG		64,874.88	0.801	12/21/2021	6/30/2025	\$ from bkr cash		
CNB CD cert # PORT#118555	CD 128319	Moved to Com bkr water	616,260.60	1	8/26/2020	9/26/2022	no penalty for early withdrawal per M. Stroe- moved for higher interest. 629,228.47 total. Funds from CD were incorrectly put here- not earning interest. Corrected on 9/15/21 & funds put into CD 128319		
CNB bus act- interest from CD128319	xxxxxx4081		3,582.58						
AVAILABLE 2026									
Fed Farm Credit Bank- MBS bkr- now with CNB	313EKKSA	called	200,000.00	3% fixed	5/8/2019	5/8/2026	see line 9		
FHLM Com bkr	3134GYKA-9		200,000.00	5.4	3/6/2023	2/23/2026	\$ from bkr cash		
AVAILABLE 2032									
Wells Fargo Step CD (Com Bkr)	9498678G5	called	150,000.00	3.752	called 2/12/2020	2/12/2032	pd 152533.15		
AVAILABLE 2034									
MUNI-Roemo Som sch - Com bkr	776134PT9		152,568.80	2.418	5/11/2020	5/1/2034	\$ from bkr cash		
CEMETERY									
COMERICA Acc # 1055027459	market value	29,961.44	Interest	transfers/expn	notes				
5/31/2016		29871.01	accrual se						
6/30/2016		29,967.63							

Parks & Recreation Broker - new account. P1Rxxx730												
	CHARTER TOWNSHIP	CD #, BOND, cusip	current cost basis	CASH	AMOUNT invested	mkt value	RATE	div / interest	unrealiz ed	PURCHAS ED date	MATURITY DATE	NOTES
	investment type											
6/30/2023	new			200,022.46								as of 6/30
7/5/2023	new			200,112.00								funds from CNB Parks & rec Account xxxxxx335 4
7/6/2023	TSRY T bill	912797HD2	matured		98,403.50		5.07			7/6/2023	10/31/2023	pd 100K
7/6/2023	TSRY Tbill	912796ZD4	?		97,985.85		5.1			7/6/2023	11/30/2023	funds from bker cash
10/31/2023	bker statement		\$201,789.14					1610.63	1588.15			Mkt value 203377.29
11/16/2023	TRSY T bill	912797FH5			97,466.00		5.228			11/16/2023	5/16/2024	\$ from bker cash
12/26/223	T bill	912797JP3	201760.33	2,641.95	104282.28	205010.93	5.052	365.32	608.65	12/21/2023	4/23/2024	\$ from bker account

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1															
2															
3															
4															
5	date purchased / opened	cusip & interest update	Date Maturing	\$ INVESTED (cost basis)	current cash	mkt value	cash available in bkr account	unrealized gain / loss	accrued interest	NOTES \$ FROM XXXX1102,	interest rate				
6	10/26/2022	912796y12	10/5/2023	191,901.00		200,000	8099			\$ from xxxx1102, Com checking account	4.43				
7	10/31/2022						8101.63								
8	12/31/2022	912796y12	10/5/2023	\$200,040.81		\$201,381.81	\$8,139.81	\$1,341.00	0						
9	10/26/2022	912796y12	10/5/2023	191,901.00		200,000	8154.29			\$ from xxxx1102, Com checking account	5.43				
10	10/31/2022						8174.695								
11	12/31/2022	912796y12	10/5/2023	\$200,040.81		\$201,381.81	\$8,195.10	\$1,341.00	0						
12	purchas 7/11/23	tsny5608118	10/31/2023	\$112,258.21						114,000 at M.	5.07 % rate				
13															
14	T bill 7/18/2023 - Com bkr		11/14/2023	\$1,299,385.49						pays 1,321,000 at mat	5				
15															
16	11/2/2023 moved from sewer spread sheet	MI Class MI-01- 0070-0001 becomes -0002	ongoing	\$962,309.77	\$962,309.77	liquid	record of \$ moved from sewer spread sheet to G funds.			4474.71 Oct Interest.	5.52 on 10/31				
17	11/7/2023	General-0002	ongoing	\$1,176,347.98	\$2,138,657.75	liquid				transfer from Mclass sewer to Mclass Gen fund-paying off sewer loan to gen fund	5.52 on 10/31				
18	Monthly	Mich Class General-0002		\$10,146.51	\$2,157,495.76					10,146.51 INT FOR Dec.					
19	Am 1 cu MM	xxxxx882, -09	ongoing	104,394.03	104,394.03	104,394.03				moved from sewer bkr spread sheet. 11/15- pd 88.59 int for Oct.	1				
20					104,479.83	as of 11/30/23				85.80 Nov interest					
21															
22	date purchased / opened	cusip & interest update	Date Maturing	\$ INVESTED (cost basis)		mkt value	cash available in bkr account	unrealized gain / loss	accrued interest	NOTES \$ FROM XXXX1102,	interest rate				
23	Available 2024														
24	T bill 11/15/2023	912796-2Y-8	1/25/2024	\$200,000.00						\$ from bkr cash					
25	T bill 10/19/23	912797-ID0	2/13/2024	\$208,505.74						\$ from bkr cash	5.24				
26	T bill 11/15/2023	912797-fs-1	6/13/2024	200,000.00						\$ from bkr cash					
27	T bill 11/15/23	912797-GK-7	8/8/2024	\$200,000.00						\$ from bkr cash					
28	T bill 11/15/23	912797-GW-1	10/5/2023	200,000.00						\$ from bkr cash					
29	11/6/23 CNB CD	CD # 1340368	12/6/2024	822,195.76			No penalty for early withdrawals			\$ from matured CD, roll	4.91				
30															
31	Available 2028														
32	FHLMC 11/28/23	3134h1-KK-8	11/28/2028	460,000.00		460000+				\$ from /bkr account	5.25				

Account purpose: earn interest while coordinating expenditures WITH board meetings for APPROVALS

GENERAL FUNDS INVESTMENTS.

Blackman Charter Township

Public Safety Committee

Meeting Minutes-Wednesday, January 10th, 2024-5:00 p.m.

Members Present: Chairperson Williams, Mr. Pack, Mr. Ambs

Members Absent: None

Department Personnel: Director Grajewski

Meeting called to order at 5:05pm by Chairperson Williams.

Director Grajewski requested to purchase 44-Glock 45 MOS Gen 9mm and 44-Glock 43X MOS 9 mm pistols, with holsters to replace current Glock 22 Gen 4 and Glock 27 Gen 4, 40 caliber. The firearms will be purchased from Kiesler Police Supply, after trade-in not to exceed \$36,862.71 which was the low bid. After discussion, the committee voted 3-0 to take the purchase to the full Board of Trustees.

Director Grajewski requested to purchase (3) LE Kit-VO Gen II communication headsets for Blackman Officers on SRT, not to exceed \$4,500. The headsets would provide interoperability with current radios and agencies. After discussion, the committee voted 3-0 to take the purchase to the full Board of Trustees.

Director Grajewski requested to purchase 1-Scott PAK III, 4.5 and 1-Carbon Cylinder, 4500 psi, 60-minute bottle for the RIT-PSK III, not to exceed \$5,175.20. The RIT-PAK is comprised of a pressure reducer, high-pressure charging wand, low-pressure air supply hose, mask-mounted breathing regulator, facepiece, and a highly durable carrying case. This system is used for life-saving measures in the fire service. After discussion, the committee voted 3-0 to take the purchase to the full Board of Trustees.

The Public Safety Committee was updated on the new hire Alexis Soltow, with her start date of January 15th, 2024, and is enrolled at Wayne County Regional Police Academy starting on January 22nd, 2024.

Ryan Mutter is currently enrolled at Washtenaw Police Academy and expected to graduate in March of 2024.

The committee was updated of a 2019 Dodge Durango Patrol vehicle involved in an accident and determined to be totaled by Insurance Adjuster. The vehicle deemed totaled will be replaced with 2023 Dodge Durango previously purchased for fleet use.

The committee discussed having the Director of Public Safety creating and implementing a policy for the Flock Camera Systems. The current Flock Camera Systems are cameras utilized as license plate readers (LPR's) used for investigation of criminal activity. The policy would provide specific utilization of how the cameras are used and for what purposes. It further details the LPR's will not be used in any intrusive manner that may involve invasion of privacy.

The meeting was adjourned at 5:41 p.m.

Submitted by: Director Scott J. Grajewski

MINUTES
BLACKMAN CHARTER TOWNSHIP
PLANNING COMMISSION
1990 W. PARNALL RD.
THURSDAY December 19, 2023
6:00PM

The Blackman Charter Township Planning Commission Convened at 6:00pm on Tuesday, December 19, 2023, at the Blackman Township Office.

Members Present: Decker, Grabert, Frohm, Williams, Schroeder
Members Absent:

Sign-in list of names present: In file

MINUTES APPROVAL: November 21, 2023

Motion by: **Grabert**, supported by: **Frohm** to approve Minutes for Planning Commission meeting held 11/21/2023.

Roll Call: Ayes 4, Nays 0. Motion Carried.

CASE #1564 – Conditional Use

New Airplan Hanger

Address: 1006 Airport Rd., Jackson, MI 49202

Parcel #000-08-32-126-001-00

Zoning: Light Industrial (I-1)

Requested by: Andrew Shneider

Presented by: Andrew Shneider

Public Comment: None

Motion by: **Williams**, supported by: **Grabert** to recommend approval of Case #1564 w/ condition that drain commissioner letter about proposal/ongoing storm water management satisfies JCDC storm water management requirements and final lease agreement from Jackson County Airport be submitted to Blackman Charter Township.

Roll Call: Ayes 5, Nays 0. Motion Carried.

CASE #1566 Conditional Use

199kw Ground Mounted Solar Array

Address: 2400 N. Elm Ave., Jackson, MI 49201

Parcel #000-08-23-426-001-03

Zoning: Light Industrial (I-1)

Requested by: Stephen Patterson

Presented by: Stephen Patterson

Public Comment: None

Motion by: **Schroeder**, supported by: **Frohm** to recommend approval of Case #1566 w/ conditions to meet all zoning ordinance requirements for site plan.

Roll Call: Ayes 5, Nays 0. Motion Carried.

OTHER MATTERS REVIEWED:

Zoning Ordinance Update: Discussion about how existing file formatting and how to find original copies to make updating easier with formatting.

Event Permit: Discussion about Events and how they should be handled for at township level for permitting. Request for township attorney to review and give recommendations on event permitting.

PUBLIC COMMENT: None

TRUSTEE REPORT: Lots of appointments for various boards. Williams to step down as PC representative from Board of Trustee and Preston to represent Board of Trustee after first of the year.

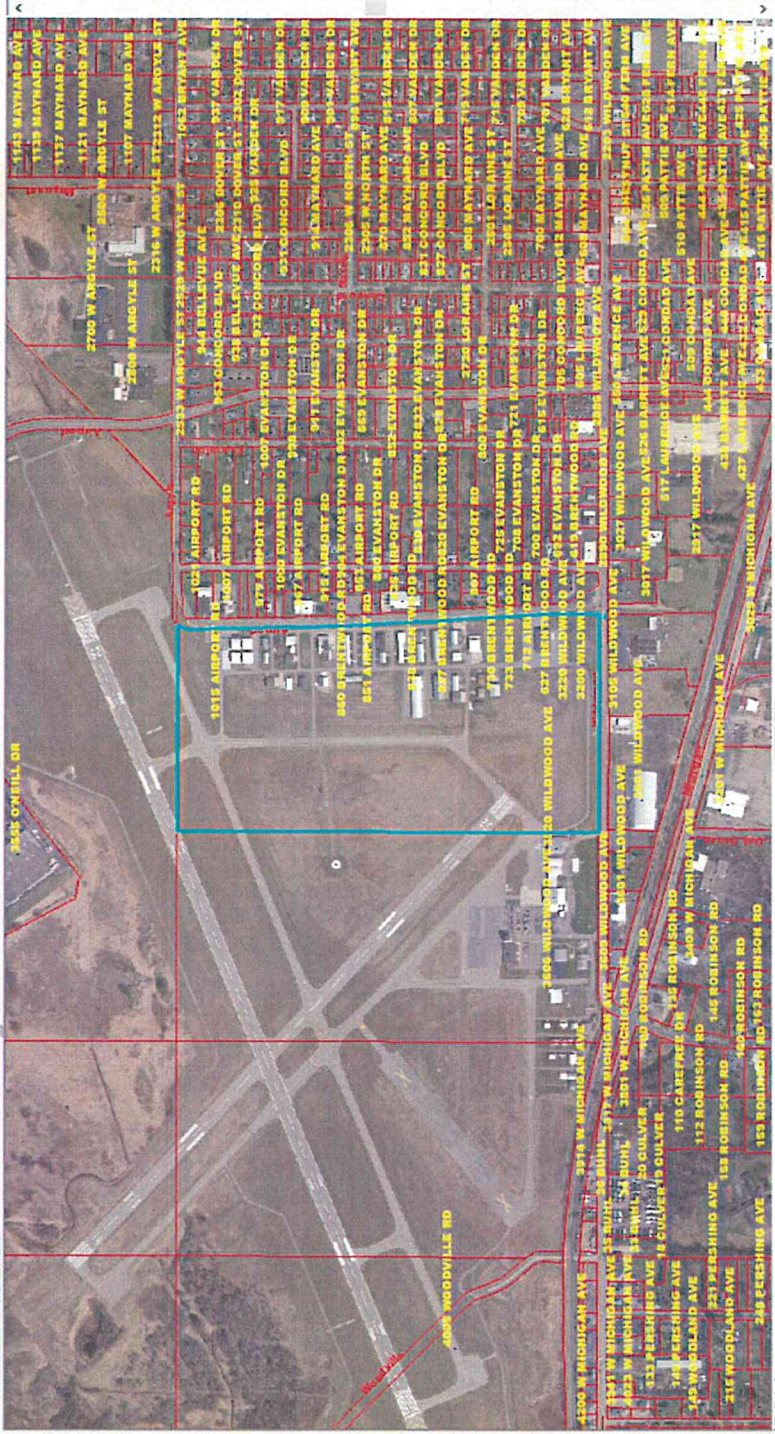
ZBA REPORT: One meeting about front yard setback variance. Case was tabled so applicant could provide additional information (survey & locations of structures)

OPEN DISCUSSION: None

ADJOURNMENT: Motion by: **Williams**, supported by: **Decker**, adjourned at 7:25 pm

Minutes prepared by: Byron Schroeder, Secretary

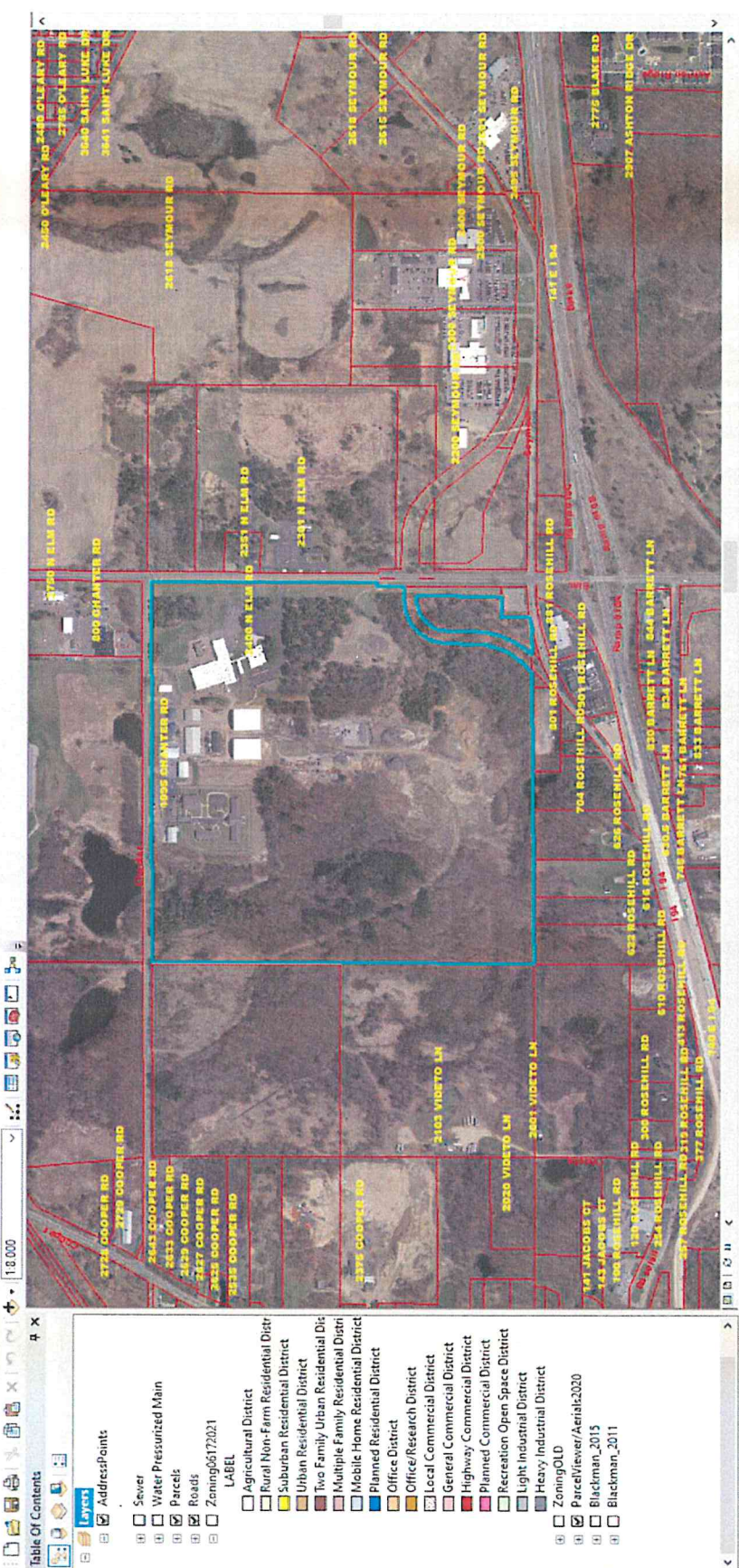
- ☒ AddressPoints
- ☐ Sewer
- ☐ Water Pressurized Main
- ☒ Parcels
- ☒ Roads
- ☐ Zoning6172021
- ☐ LABEL
- ☐ Agricultural District
- ☐ Rural Non-Farm Residential District
- ☐ Suburban Residential District
- ☐ Urban Residential District
- ☐ Two Family Urban Residential District
- ☐ Multiple Family Residential District
- ☐ Mobile Home Residential District
- ☐ Planned Residential District
- ☐ Office District
- ☐ Office/Research District
- ☐ Local Commercial District
- ☐ General Commercial District
- ☐ Highway Commercial District
- ☐ Planned Commercial District
- ☐ Recreation Open Space District
- ☐ Light Industrial District
- ☐ Heavy Industrial District
- ☐ ZoningOLD
- ☒ ParcelViewer/Aerial2020
- ☐ Blackman_2015
- ☐ Blackman_2011



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MINUTES
BLACKMAN CHARTER TOWNSHIP
PLANNING COMMISSION
1990 W. PARNALL RD.
THURSDAY January 02, 2024
6:00PM

The Blackman Charter Township Planning Commission Convened at 6:00pm on Tuesday, January 02, 2024, at the Blackman Township Office.

Members Present: Decker, Grabert, Preston, Schroeder
Members Absent: Frohm

Sign-in list of names present: In file

MINUTES APPROVAL: December 19, 2023

Motion by: **Schroeder**, supported by: **Grabert** to approve Minutes for Planning Commission meeting held 12/19/2023 with changed to previous minutes approval to reflect 5 ayes not 4 ayes.

Roll Call: Ayes 4, Nays 0. Motion Carried.

CASE #1567 – Zoning Change

Rezone from C-1 Local Commercial to RS-1 Suburban Residential

Address: Lansing Ave, Jackson, MI 49202

Parcel #000-08-10-476-001-08

Zoning: Local Commercial (C-1)

Requested by: Steven Lamere

Presented by: Diane Derby

Public Comment: No formal comments just discussion and questions from crowd about rezoning.

Motion by: **Schroeder**, supported by: **Preston** to recommend approval of Case #1567 based on the surrounding parcel zoning classifications.

Roll Call: Ayes 4, Nays 0. Motion Carried.

OTHER MATTERS REVIEWED:

Zoning Ordinance Update: Discussion about information that was sent to help update zoning book will be adequate to help in the updating the current zoning book.

PUBLIC COMMENT: None

TRUSTEE REPORT: Variety of items discussed

ZBA REPORT: None

OPEN DISCUSSION: None

ADJOURNMENT: Motion by: **Schroeder**, supported by: **Decker**, adjourned at 6:50 pm

Minutes prepared by: Byron Schroeder, Secretary

Goals and Action Program 2024-2028 Five year Plan DRAFT

Mission:

Provide more community-wide recreation opportunities for each and every resident. Support goals established in the Blackman Charter Township Master Plan to link Master plan goals with capital expenditures and to Establish a Community Identity.

The following Goals continue working on our 2017 plans while utilizing input from our 2023 Survey and public meeting discussions. This includes updated information from Region 2 Planning Commission, courtesy of Jacob Hurt, Executive Director.

Major opportunities became possible in 2023 with the purchase of properties adjacent to our Public Safety office on the west, and adjacent to the Township offices to the East, that will greatly enhance the sense of a community center for Blackman with space for events and recreational activity.

The **financial means** to these goals and added recreational facilities hinged on the millage strongly supported by the community. The 2024 – 28 plan has significant expansion of recreational and community activities made possible by the ongoing public support.

The following goals piggy back on the past 5 years, and expand opportunities for years to come.

Goal A:

Create a more walk able and bike friendly community.

Responses to the survey show a very strong support for non-motorized State trail system being available in Blackman. The completion of the Mike Levine trail section along Parnall and Lansing avenues connecting the Township with the City of Jackson is a priority for the Township, utilizing funding from outside sources. .

Objective **Connect the State trail from Cooper/Parnall to the city.**

Actions

1. Work with the following organizations in trail planning activities throughout the Township: Michigan DEQ, Michigan DNR, County of Jackson DOT, MDOT.

2. Identify possible funding sources including budgeting support and grant applications leading to a trail head within Blackman to encourage usage of the trail and enhancing ease of access for Blackman residents.
3. Work with MDOT on long term road and bridge planning to assure maximum efficiency during construction / reconstruction in Blackman and surrounding community.
4. Expand community sidewalks system for bikes, strollers, skating, or wheelchair by identify usage patterns in the township for determining needs. Identify crossing points for improvements in safe crossings.

Goal B: *Development of the Marino Park facilities*

The purchase of property on Parnall has provided multiple opportunities for the Township. First, to meet Public Safety Department needs for more officer space. And second, to enhance our community identity and to add park and recreational options. Priority is to solve the overcrowded conditions with new PS facilities, and to plan and complete added facilities for Parks and Recreation around the Parnall complex.

ACTIONS, in rough sequence , with priority to PS construction.

1 <i>Plan the footprint for the entire Parnall property</i> , which is underway as of January, 2024. Information from the 2023 Public survey is used as a guide for inclusion.	Work is underway on redesign & expansion plans for Marinos. Additional facilities will follow in the planning process. Target: spring, 2024
2 <i>Removal of B & H Machine shop</i> ending with clean grass area.	Underwork. Target: spring, 2024
3 <i>Create walking path around the Parnall Property.</i>	-agree on path layout -agree on the surface -RFP, RFQ, Construction. Target: summer 2024.
4 <i>Bathrooms at Marinos park</i>	-location determined for bathrooms and drinking fountain -style agreed upon (vault, water?) -Bid & installation. - Target: fall 2024

5 Installation of Security Cameras for Rod Mills Park and Parnall Park.	-Under work with signed contract. -Enhance power & water at same time. Target: summer 2024
6 Pavilion in Marino Park.	-location & size determined -amenities determined: power, water sewer, tables, lighting -Bid & construction Target: spring 2025
7 Pickleball Courts in Marino park	-location, number of courts, determined. -covered determined. -bid & construction Target: summer 2025
8 Support for Soccer & Little Leagues The Township is committed to maintaining facilities in direct support of the Master Plan Goals for Community Identity.	-ensure ongoing availability of fields. -improve the fields & facilities, including the turf, drainage, line & maintenance of the fields. -improve ball fields at Rod Mills. Target: <i>ongoing, with contracts to ensure care</i>
9 Ensure ongoing care of Park & Recreation facilities. Pavilion improvements to include upgrade power & water during #5, Camera work at Rod Mills.	- <i>regular maintenance</i> for Rod Mills Park, including: bathroom facilities, trash, mowing, playground & ball fields. -pavilion roof maintenance, estimate replacements in 2029.
10 Sponsor / coordinate Food Truck Days for Blackman.	-work with food truck owners to support a Blackman community type event. Target: Summer 2024.
11 Repurposing the current public Safety Building.	Several options for consideration. -service bay for vehicles -meeting rooms for public use -community center -precinct voting Target: 2027-2028

Objective Work with GREAT (Grand River Environmental Action Team) to develop

river access improvements can be done where feasible.

- Actions
1. **Continue** GREAT membership on the Parks & Recreation committee to ensure the interests of GREAT and Blackman Parks & Recreation are compatible and supportive.
 2. Combine / coordinate resources to acquire financing and assist in completing tasks identified which are open to all Blackman residents and meets the Mission Statement.
 3. Evaluate the use of Canary Lane Township Property for future use, including non-motorized walk from Parnall to the Northwest Community Schools.

Goal C:

Create a more handicap accessible, handicap friendly community.

Objective Improve Barrier-Free Access (BFA) meeting the Americans with Disabilities Act (ADA), reaching for Universal access where feasible.

The estimated disabled population in Blackman Township numbers 3,321 people (19%,) with 40 % of these being in the 65 and over category. With the importance of recreational facilities in Blackman rated at 84%, the Committee is committed to inclusion of our disabled population, and for improvements to current recreational opportunities.

- Actions
1. Seek expertise (JCISD & others) to assess current compliance on equipment and facilities and develop plans for improvements to move towards universal access where possible.
 2. Ensure facilities added and maintained in the **Township** meets ADA **requirements**, and work to reach universal access where feasible financially.
 3. Participate in the planning of recreational facilities in the Township to promote ADA compliance, including ADA approved launch facilities for the Type A sites on the Upper Grand River Water Trail Master Plan.
 4. Partner with JCISD young adult training program with ongoing learning experiences that add value to the Township, Rod Mills Park, and the Students.

D

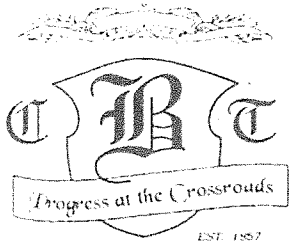
Assure ongoing funding for parks and recreation in Blackman Charter Township.

Objective Ensure the Parks & Recreation Committee becomes a team effort with stakeholders in the community participating Blackman Charter Township.

In 2017 the Township made a conscious attempt to include community representatives and needs to continue this effort in support of a Community Identity. Several projects require substantial funding for completion, followed by ongoing maintenance costs for years following.

Actions

1. Reach out to community organizations to participate on the Township committee in ways that *work for them*.
2. Create opportunities for organizations and/or individuals to contribute to park and recreation goals in exchange for public recognition of the support, such as naming rights, or event sponsorships.



BLACKMAN CHARTER TOWNSHIP

1990 W. Parnall Road • Jackson, Michigan 49201-8612 • Phone (517) 788-4345 • Fax (517) 788-4689

Dear (info)

SUBJECT: Development Opportunity for Blackman Charter Township.

Blackman Charter Township has worked hard over the past several years to become a leader in Jackson County in many areas. This past year we continued the effort with the purchase of the Marino Pizza and B & H machine shop on Parnall Road.

This effort was done for a few reasons:

- Our Public Safety Facilities—, built for 17 officers (police/fire trained) years ago is now the base for 46 officers.
- B & H was a vacant eye sore for several years with no buyers
- The Marino Soccer fields provided the space for a growing soccer population used by people from all around the county and beyond, and we did not want to lose that option of green space.

Over the next two to three years the Township will be spending a few million dollars to make the Parnall Campus into a leading community area benefiting Blackman as well as the greater Jackson Area. Our first focus is on the redesign and expansion of the Marino building to accommodate our Public Safety Department with the facilities to maintain the ongoing, outstanding service they provide to Blackman businesses and residents, as well as others.

In addition to the PS improvement efforts, we are striving to provide improved Park and Recreation facilities in Blackman Township. While Blackman pays ~\$300,000 into the County Parks system, Blackman does not have a county park. We look forward to having the Mike Levine trail coming through Blackman in the next year, which is a benefit to the Township.

With the purchase of the Parnall property, we now have an opportunity to ensure ongoing soccer will have a place, and to add additional facilities on Parnall, including a Pavilion, a mile long walking/exercise trail, Pickleball courts, bathrooms, and the space for future events like food truck days.

Blackman Township would welcome partnering with our community businesses, organizations, or individuals to make these things possible and to ensure the facilities are maintained for years to come. This can be a wonderful opportunity to receive recognition for your organization for years to come with naming rights / recognition in exchange for donations to the Township.

If you have any questions / interest, please feel free to contact one of us to review our plans and how you can participate.

(propose Phil, Dave, Pete for contacts)

Sincerely

Phil Preston, Treasurer

Dave Elwell, Clerk

Pete Jancek, Supervisor



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

Tuesday, January 09, 2024

Michael A. Brower, Attorney
c/o WESCO, INC.
mab@bvvlaw.com

RID # RQ-2309-12634 **Reference/Transaction:** New Resort SDD License in conjunction, issued under MCL 436.1531(5), non-transferable; New Sunday Sales Permit (PM) for Resort SDD License – Spirits; New Motor Vehicle Fuel Pumps issued under MCL 436.1541(1) \$250,000 & 5' (inside) at 4101 Lansing Ave, Jackson, MI 49202-1023 in Blackman Twp in Jackson County

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: WESCO, INC.

Business address and phone number: 4101 Lansing Ave, Jackson, MI 49202-1023 in Blackman Twp in Jackson County

Home address and phone number of partner(s)/subordinates:

Contact: Michael A. Brower; 895 4th St, Ste 200 Muskegon MI 49440; Phone: 231-402-9621

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: WESCO, INC. nskuse@wescoinc.com
BLACKMAN TWP delwell@blackmantwp.com

MICHIGAN LIQUOR CONTROL COMMISSION
KRISTIN BELTZER, CHAIR
525 W. Allegan St. • P.O. BOX 30005 • LANSING, MICHIGAN 48909
www.michigan.gov/lcc • 866-813-0011



Local Government Approval
(Authorized by MCL 436.1501)

Resolution #01-2024-0116

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular meeting of the Blackman Charter Township council/board
(regular or special) (township, city, village)
called to order by Supervisor Pete Jancek on January 16, 2024 at 6:00 P.M.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): _____

(list specific licenses requested)

to be located at: _____

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Charter Township
council/board at a Regular meeting held on January 16, 2024
(regular or special) (date) (township, city, village)

David K. Elwell

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

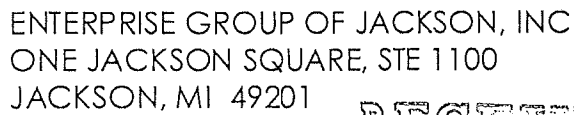
Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



RECEIVED
JAN 08 2024

BY: _____

Sold To: Blackman Charter Township
1990 W. Parnall Road
Jackson, MI 49201

Customer PO	Payment Terms	Customer ID	Due Date
	Net 30 Days	BLACKMAN CHARTER	2/3/24

Subtotal	15,000.00
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Total Invoice Amount	15,000.00
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Check No:

Payment Received

TOTAL	15,000.00
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