

Regular Board Meeting  
Blackman Charter Township  
October 16, 2023

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, October 16, 2023 at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

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

**Members absent:** Supervisor Jancek

**Public Attendance:**

Commissioner Ray Snell	Shaniece Smith
Diane Derby	Ken Swift Jr.
Deborah Nagy	Dusty Wood

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Motion by Treasurer Preston, supported by Trustee Ambs to approve the excused absence of Supervisor Jancek.

*Unanimously approved by voice vote*

Motion by Treasurer Preston, supported by Trustee Ambs to approve the appointment of Clerk Elwell as Chairperson.

*Unanimously approved by voice vote*

**BRIEF PUBLIC COMMENTS – (two-minute limit)**

1. **Ray Snell**, 9<sup>th</sup> District County Commissioner
  - a. Summary of what is taking place in the County. Pleased to announce the opening of the pickle ball courts are open at Cascades and the courts at the American 1 Center will open soon. Equalization report was approved by the county. Recently toured the Ingham County jail. There will be a study session in early November to discuss the proposal for a new facility in Jackson County. The ad hoc jail committee suggests a 0.75 mill maximum, realistic estimate 1 mill. A plan to assess the Wesley Street jail for the possibility of refurbishment.
  - b. Treasurer Preston commends the spectacular work on the courts at Cascades.
2. **Shaniece Smith**, Blackman resident
  - a. Expressed her commitment to serve the community by providing quality childcare to meet the specific needs of parents and their children.
3. **Diane Derby**, Blackman resident
  - a. Curious to know what the plans are for the Airport Road intersection.
4. **Ken Swift Jr**, Electrical Inspector applicant
  - a. Introduction of himself, his background and qualifications for consideration.
5. **Dusty Wood**, Electrical Inspector applicant representative
  - a. Expressed regrets that Matthew Wood was out of state and could not attend the meeting.

**ADDITIONS/DELETIONS**

1. No additions/deletions.

Motion by Treasurer Preston, supported by Trustee Williams to approve the Board of Trustee agenda for the Regular Board meeting on Monday, October 16, 2023.

*Unanimously approved by voice vote*

**MINUTES APPROVAL**

1. Motion by Treasurer Preston, supported by Trustee Ambs to approve the Board of Trustee minutes for the Regular Board Meeting on Monday, September 18, 2023.

*Unanimously approved by voice vote*

CONSENT AGENDA

1. Approval of payroll for the dates of September 1, 2023, in the amount of \$162,625.15, for September 15, 2023 in the amount of \$161,863.58, and for September 29, 2023 in the amount of \$174,872.15.
2. Approve \$200,000.00 transfer of funds from General Fund to Public Safety Fund for the month of September 2023.
3. Receive Revenue and Expenditure Report for the month of September 2023.

Motioned by Trustee Thomas, supported by Treasurer Preston

*Roll call: Ambs, Williams, Pack, Elwell, Preston, Thomas*

*Ayes – 6      Nays – 0      Motion Approved*

SUPERVISOR’S UPDATE

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TREASURER’S UPDATE

1. Request For Proposal for Auditing Services.
2. Sewer Billing; residents who pay early received an additional payment amount added onto their tax bill for the difference owed due to the rate increase. Thanks we expressed to all office staff for explaining to residents the reason for the additional charge.
3. ARPA; funds earmarked for December 2024 and to be paid by December 2026. There are funds available which can be used on anything this Board approves.

CLERK’S UPDATE

1. Election on November 7, 2023. Ballots are being returned.
2. Election Commission met and conducted the Public Accuracy Test and approved the hiring of election inspectors for the November 7, 2023 election.
3. Cub Scout Pack 339 offered their help with Fifield Cemetery cleanup held on October 7, 2023. Special thanks to The Little House Bakery for donating donuts.
4. Jackson County agreement for nine days of early voting taking effect, January 1, 2024.
5. The Ballot Box is operational and offers residents another option for returning their ballot.
6. Deputy Clerk is doing a fine job, works well with office staff, knowledge of duties.
7. Clerk’s office construction is nearing completion. Expressed thanks to the board for its approval of the new space.
8. Early Voting Agreement with the Jackson County Clerk.

Motioned by Clerk Elwell, supported by Trustee Pack to authorize Clerk signing the *Early Voting Agreement* with the Jackson County Clerk for nine (9) day early voting effective January 1, 2024.

*Unanimously approved by voice vote*

PUBLIC SAFETY

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PLANNING COMMISSION

1. Trustee Williams stated that they met on September 19, 2023 regarding the following:

**CASE #1560:  
HOME  
OCCUPATION**

Motion by Trustee Williams, supported by Trustee Ambs to approve Case #1560 – Home Occupation: Child Daycare at 719 Bellevue Ave, Jackson, MI 49202, Parcel 000-08-32-235-004-00, Zoned RU-1 (Urban Residential), requested by Shaniece Smith. Conditions: Follow business plan and parking rules as provided, staff member shall only park in the driveway or garage and provide copy of State license to Blackman Charter Township for file.

*Roll Call: Thomas, Ambs, Elwell, Pack, Williams, Preston*

*Ayes – 6                      Nays - 0                      Motion Approved*

ZONING BOARD OF APPEALS

1. Approved cell tower on Waylan Dr.

#### PARKS & RECREATION

1. Request For Proposal for cameras and electrical upgrade at Rod Mills Park.
2. Surveys for public opinion will be completed in late Oct. Plan to hold a public meeting in Nov./Dec. for public discussion on events the community would like ie: food trucks. Also to discuss improvements; a walking trail, pickle ball courts, bathroom facilities, etc.

#### TECHNOLOGY COMMITTEE

#### UTILITIES COMMITTEE

1. Trustee Williams reports utilities met at the request of township engineer.  
Motioned by Trustee Williams, supported by Trustee Thomas to approve proposal for installation of 80 kw generator and Automatic Transfer Switch at the water boosting station.  
Aladdin quote of \$75,874.00

*Roll call: Elwell, Pack, Thomas, Williams, Ambs, Preston*  
*Ayes – 6      Nays – 0      Motion Approved*

#### ORDINANCE REVIEW COMMITTEE

1. Recommend policy review to address unexcused absences of committee members.

#### NEW BUSINESS

##### **APPROVE 2024 BLACKMAN CHARTER TWP BOARD OF TRUSTEES MEETING SCHEDULE**

Motion by Trustee Williams, supported by Trustee Pack to approve the 2024 Blackman Charter Township Board of Trustees Meeting Schedule.

*Unanimously approved by voice vote*

##### **APPROVE RAY PRINTING ESTIMAT**

Motion by Treasurer Preston, supported by Trustee Thomas to approve Ray Printing estimate for 2023 winter tax bills, newsletters, #10 window envelopes and postage for \$5,442.41.

*Roll call: Ambs, Thomas, Elwell, Preston, Pack, Williams*  
*Ayes: 6      Nays: 0      Motion approved*

##### **APPOINTMENT OF ELECTRICAL INSPECTOR**

Motion by Treasurer Preston, supported by Clerk Elwell to approve the appointment of Matthew Wood as Electrical Inspector, effective October 31, 2023.

*Roll call: Preston, Pack, Thomas, Elwell, Ambs, Williams*  
*Ayes: 6      Nays: 0      Motion approved*

##### **APPROVAL OF ACCOUNTING SERVICES**

Motion by Treasurer Preston, supported by Clerk Elwell to approve the Request for Proposal agreement with Nannette M. Sponsler for contractual accounting services.

*Unanimously approved by voice vote*

##### **AUTHORIZE ADVERTISEMENT FOR DEMOLITION OF 2000 W. PARNALL RD.**

Motion by Treasurer Preston, supported by Trustee Williams to authorize Supervisor Jancek to advertise bids for the demolition of 2000 W. Parnall Rd.

*Unanimously approved by voice vote*

BILLS

Motion by Treasurer Preston, supported by Trustee Williams to approve payment of bills on the Board Invoice Post Audit Report dated October 11, 2023, in the amount of \$346,614.82 and the Board Invoice Report dated October 12, 2023, in the amount of \$638,259.79.

**Roll call:** *Williams, Preston, Thomas, Ambs, Elwell, Pack*  
*Ayes – 6          Nays – 0          Motion Approved*

EXTENDED PUBLIC COMMENT (Three-minute limit)

1. **Dusty Wood**

- a. Thank you for the appointment of Matthew Wood as electrical inspector. He looks forward to meeting everyone and working for the township. Will work with the board to appoint an alternate inspector.

OPEN DISCUSSION

1. Treasurer Preston was contacted by a property owner who would like to donate a 1.5 acre parcel on McGill Rd. to the township. Possible consideration for use by Habitat for Humanity.

*The Chairperson declared the meeting adjourned at 6:53 p.m.*



**David Elwell, Township Clark**