

Regular Board Meeting
Blackman Charter Township
November 20, 2023

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, November 20, 2023, at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

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

Members absent: Supervisor Jancek

Public Attendance:

Wesley Clark
Deborah Nagy

Jason Kreger
Ray Snell

J. Biddinger
Diane Derby

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. Motion by Trustee Williams, supported by Clerk Elwell to excuse the absence of Supervisor Jancek from tonight's board meeting.

Unanimously approved by voice vote

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

Unanimously approved by voice vote

BRIEF PUBLIC COMMENTS - (two-minute limit)

1. **Ray Snell**, *9th District County Commissioner*
 - a. County Commissioner Meeting to convene the following evening.
 - i. JCDOT projects.
 - ii. Demolition of the Armory roof.
 - iii. Arts in the Park – along the Falling Waters Trail.
 - iv. Jail update – Study session to re-open jail ad hoc committee.
2. **Wesley Clark**, *Clarks Lawn Care*
 - a. Contracts for lawn mowing and snow removal have expired and are up for renewal.

ADDITIONS / DELETIONS

1. Additions
 - a. Public Safety
 - i. Replace the word, “of” with, “not to exceed”.
 - ii. Add to end of sentence, “to be invoiced and paid January 2024.”.
 - b. Utilities Committee
 - i. Changed, “informational/discussion only, no action” to “Approve Demo Bid: 2000 W. Parnall Rd.”.

2. Deletions

- a. Planning Commission
 - i. Delete, “recommend approval of the airplane hangar”.

Motion by Treasurer Preston, supported by Trustee Pack to approve the Board of Trustee agenda for the Regular Board Meeting held on Monday, November 20, 2023.

Unanimously approved by voice vote

MINUTES APPROVAL

- No changes/corrections.

Motion by Treasurer Preston, supported by Trustee Ambs to approve the Board of Trustee minutes for the Regular Board Meeting held on Monday, October 16, 2023.

Unanimously approved by voice vote

CONSENT AGENDA

1. Approval of payroll for the dates 10/13/23 in the amount of \$173,947.45 and for 10/27/23 in the amount of \$180,626.02.
2. Approve \$200,000.00 transfer of funds from General Fund to Public Safety Fund for the month of October 2023.
3. Receive Revenue and Expenditure Report for the month of October 2023.

Motion by Treasurer Preston, supported by Trustee Pack

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

Ayes – 6

Nays - 0

Motion Approved

SUPERVISOR'S UPDATE

-

TREASURER'S UPDATE

1. Complete Bid proposal for audit services.

Motion to approve a three-year agreement for Annual Audit Services with Rehmann, 675 Robinson Road, Jackson, MI 49203, as submitted by Nathan C. Baldermann, CPA, CGEM, Principal with maximum estimated hours of 200/year, with all-inclusive maximum fees of \$39,000 in 2023, \$41,000 in 2024, and \$43,000 in 2025.

Motion by Treasurer Preston, supported by Clerk Elwell

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

Ayes – 6

Nays - 0

Motion Approved

CLERK'S UPDATE

1. November 7 Election Update
 - a. Spreadsheet of voter turnout by gender and age.
 - c. Spreadsheet of ballots sent and returned summary.
2. Resolution #18-2023-1120

Motion by Clerk Elwell, supported by Trustee Thomas to approve Resolution #18-2023-11201; a resolution to recommend the approval of transfer ownership to A2G2J2, LLC, 2115 Bondsteel Dr. Jackson, MI; 2023 Class C license and SDM license with Sunday Sales permit (AM) and Sunday Sales permit (PM) for Class C license – Spirits and Mixed Spirit Drink from One North, LLC; New Dance-Entertainment permit; New Sunday Sales permit (PM) for SDM license – Mixed Spirit Drink; from the State of Michigan Liquor Control Commission.

Unanimously approved by voice vote

3. Resolution #19-2023-1120

Motion by Clerk Elwell, supported by Trustee Pack to approve Resolution #19-2023-1120; a resolution to recommend the approval for transfer stock interest by adding Juan C Vera-Mendoza, 100 shares, Jorge Vera, 100 shares, Raul Avila-Vera, 100 shares, and Jacinto Leon, 200 shares, as stockholders; and as a result, existing stockholders Carmelo Vera will hold 200 shares, Alfredo Melendez Aguirre will hold 200 shares, Jose C Vera-Mendoza will hold

100 shares; Acapulco Mexican Grill #3, Inc., 6010-6030 Clinton Rd. Suites 1-3, Jackson, MI;
from the State of Michigan Liquor Control Commission

Unanimously approved by voice vote

4. Updated application for committee appointments
 - a. Language to include attendance and dismissal policies.

5. Metro Act

Motion by Clerk Elwell, supported by Trustee Thomas to authorize the signing of the Metro Act application.

Unanimously approved by voice vote

6. Discussion

- a. Cemetery revisions
- b. Update pay for election workers for 2024.
- c. Seek and apply for grants to install ADA compliant doors for the meeting room at the Township Hall.
- d. Substitute Sexton

PUBLIC SAFETY

1. Minutes from Public Safety Committee meeting Monday, November 13, 2023.

**CLEANING
ALLOWANCE**

Motion by Trustee Williams, supported by Clerk Elwell to approve payment of cleaning allowance of \$687.42 per public safety officer, total of \$28,184.22, from account # 205-345-721-200.

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

Ayes – 6

Nays - 0

Motion Approved

**PURCHASE BODY
WORN CAMERAS,
TASERS, IN-CAR
CAMERAS**

Motion by Trustee Thomas, supported by Trustee Pack to authorize the Director of Public Safety to purchase Body Worn Cameras, Tasers, and In-Car Cameras to include equipment and licensing fees at a first-year cost, not to exceed \$153,595.53, from account # 205-901-970-000 to be invoiced and paid, January 2024.

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

Ayes – 6

Nays - 0

Motion Approved

PLANNING COMMISSION

**APPROVE
CASE #1563:
COND. USE –
1006 AIRPORT RD.**

Motion by Trustee Williams, supported by Clerk Elwell to approve Case #1563 – Conditional Use Permit: Airplane Hangar at 1006 Airport Rd. Parcel 000-08-32-126-001-00. Zoned I-1 (Light Industrial), requested by Travis Cortright with the following condition: Finalized airport property lease approval letter to be placed into file.

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

Ayes – 6

Nays - 0

Motion Approved

ZONING BOARD OF APPEALS

- *No activity*

PARKS & RECREATION

1. Approve Bid from Cochran Electric Co.

Motion to approve the bid from Cochran Electric Co., in the amount of \$31,415.00 for installation of low voltage point-to-point internet, cameras & DVR, electrical upgrades at Rod Mills Park, as well as installation of components for the internet at the Township complex. Work to be overseen by Deputy Director Boulter.

Motion by Treasurer Preston, supported by Clerk Elwell

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

Ayes – 6

Nays - 0

Motion Approved

2. Parks and Recreation meeting minutes September 14, 2023.

3. December 14, 2023, Public Hearing

Motion by Treasurer Preston, supported by Clerk Elwell to approve the date, December 14, 2023, 5:30 PM – 7:00 PM for a Public Hearing To discuss goals and action items with the public for a new 5-year plan.

Unanimously approved by voice vote

TECHNOLOGY COMMITTEE

- No activity

UTILITIES COMMITTEE

APPROVE

DEMO BID: 2000

W. PARNALL RD.

Motion by Trustee Williams, supported by Trustee Thomas to award the bid to Mead Brothers for 2000 W. Parnall Rd. for complete demolition of building, removal of all debris and hazards, and restoration of property as outlined in the bid proposal, with no additional expenses attributed to Blackman Charter Township, for bid amount of \$177,922.00.

a. Discussion: by Jack Ripstra

- i. Regarding the need for a 3rd Party monitor for the removal of hazardous material at an additional expense for the township.

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

Ayes – 6

Nays - 0

Motion Approved

ORDINANCE REVIEW COMMITTEE

1. Blight

- a. Discussion - Tracking and how to improve the process for correcting Blight conditions.
- b. Attorney White to provide options and solutions on how to proceed.

NEW BUSINESS

1. No activity

- BILLS

Motion by Clerk Elwell, supported by Trustee Williams to approve payment of bills on the Board Invoice Audit Report dated 11/07/2023 in the amount of \$183,663.24 and Board Invoice Report dated 11/21/2023 in the amount of \$511,516.39.

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

Ayes – 6

Nays - 0

Motion Approved

EXTENDED PUBLIC COMMENT (Three-minute limit)

- *None*

OPEN DISCUSSION

1. Clerk Elwell
 - a. Condolences offered to the family and friends of retired Public Safety officers, Hartman and Wheaton.

The Chairperson, Clerk Elwell, declared the meeting adjourned at 6:55pm.

David Elwell, Township Clerk