

Regular Board Meeting
Blackman Charter Township
June 19, 2023

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, June 19, 2023 at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

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

Members absent: Trustee Pack

Public Attendance:

Deborah Nagy
Shannon Watts

Jennifer Biddinger
Prasad Gulbpalli
Suellen Thomas

Geoff Bontrager
Jason Rogers

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. Motion by Trustee Ambs, supported by Clerk Elwell to excuse Trustee Pack from tonight's board meeting due to being out of town.

Unanimously approved by voice vote

BRIEF PUBLIC COMMENTS - (two-minute limit)

1. **Geoff Bontrager, Superintendent of Northwest Community School District**
 - 15-minute presentation regarding the upcoming bond proposal for the August 8, 2023, election.
 - Presentation materials available at the township office
2. **Jennifer Biddinger, Blackman Resident**
 - Thank you, Mr. Bontrager, for the presentation.

ADDITIONS / DELETIONS

- Changes made to the board packet's working documents.
Motion by Trustee Ambs, supported by Clerk Elwell to approve the Board of Trustee agenda as amended for the Regular Board Meeting held on Monday, June 19, 2023.

Unanimously approved by voice vote

MINUTES APPROVAL

- No changes/corrections.
Motion by Treasurer Preston, supported by Trustee Williams to approve the Board of Trustee minutes for the Regular Board Meeting held on Monday, May 15, 2023.

Unanimously approved by voice vote

CONSENT AGENDA

1. Approval of payroll for the dates 5/12/23 in the amount of \$153,910.15 and for 5/26/23 in the amount of \$193,274.69.
2. Approve \$200,000.00 transfer of funds from General Fund to Public Safety Fund for the month of May 2023.
3. Receive Revenue and Expenditure Report for the month of May 2023.
Motioned by Treasurer Preston, supported by Trustee Ambs
Roll Call: Elwell, Thomas, Williams, Ambs, Jancek, Preston
Ayes – 6 Nays - 0 Motion Approved

SUPERVISOR'S UPDATE

1. County is hoping to have the Rives/Springport Rd. open July weekend.
2. MDOT
 - a. Closing more ramps westbound
3. County Farm Rd. Project
4. Entryway into Rod Mills
 - a. Dust control completed.

TREASURER'S UPDATE

1. Working on getting tax bills out to the printer on 6/21
 - a. The park survey will be included with the tax bills.

CLERK'S UPDATE

1. Knee-deep in the election accreditation
2. Katie is knee-deep in election stuff.

PUBLIC SAFETY

**RAPID-ADJUST
MUZZLE GUN
RACKS**

Motion by Trustee Williams, supported by Trustee Thomas to authorize the Director of Public Safety to purchase 15 Rapid-Adjust Muzzle Gun Racks at the cost not to exceed \$5,440.00, from account #205-901-970.000.

Roll Call: Jancek, Preston, Thomas, Elwell, Ambs, Williams
Ayes – 6 Nays - 0 Motion Approved

PLANNING COMMISSION

**CASE #1555 –
COND. USE: 2001
SHIRLEY DRIVE**

Motion by Trustee Williams, supported by Supervisor Jancek to approve Case #1555 – Conditional Use Permit: Rooftop Solar System at 2001 Shirley Dr, Parcel 000-08-28-226-002-04, Zoned C-2 (General Commercial), requested by Vamshi Murki. Conditions: Applicant follows guidelines of W Consulting Letter. **Discussion**

Roll Call: Jancek, Ambs, Williams, Elwell, Preston, Thomas
Ayes – 6 Nays - 0 Motion Approved

**CASE #1556 –
ZONE CHANGE:
4601 LANSING
AVENUE**

Motion by Trustee Williams, supported by Supervisor Jancek to approve Case #1556 – Zone Change from C-2 (General Commercial) to RM-1 (Multi-Family Residential) at 4601 Lansing Ave, Parcel 000-08-10-451-002-00, requested by Jason Rodgers. Request is consistent with the Master Plan and Land Use Plan. **Discussion**

Roll Call: Preston, Williams, Thomas, Ambs, Elwell, Jancek
Ayes – 6 Nays - 0 Motion Approved

ZONING BOARD OF APPEALS

- *No activity*

PARKS & RECREATION

1. Parks & Recreation 5-year plan survey
2. Canary Lane discussion
 - a. Should we keep this property?
 - b. The Parks Committee will take this under further discussion.
 - c. Reached out to County Parks & Rec to collaborate with their idea on the kayak launch idea they have.
3. Appreciate Elwell and Chris Boulter working on cameras at the park.

TECHNOLOGY COMMITTEE

- *No activity*

UTILITIES COMMITTEE

**BID AWARD:
ROSEHILL & ELM
ROAD WATER
MAIN EXTENSION
PROJECT**

Motion by Supervisor Jancek, supported by Trustee Thomas to approve the recommendation from the township engineer and the Utilities Committee to award Elm Road and Rosehill water main extension projects to the low bidder to be paid from the water fund. **Discussion**

Roll Call: Ambs, Thomas, Jancek, Elwell, Preston, Williams
Ayes – 5 Nays – 1 (Preston) Motion Approved

**SEWER BACKUP
REIMBURSEMENT:
3616 DAVE STREET**

Motion by Supervisor Jancek, supported by Trustee Williams to approve recommendation from the Utilities Committee of reimbursement for sewer backup claim at 3616 Dave Street in the amount of \$44,146.78 to be paid from the sewer fund.
Roll Call: Williams, Preston, Thomas, Jancek, Ambs, Elwell
Ayes – 6 Nays - 0 Motion Approved

ORDINANCE REVIEW COMMITTEE

1. Met this last past week looking at Food Truck ordinance.
 - a. Katie has brought feedback to the ordinance committee.
 - b. Looking to lower the fees towards the end of this year for 2024.
 - c. Looking at rules for having a food truck on Township property (Marino’s)

NEW BUSINESS

**RESOLUTION
#10-2023-0619:
POLITICAL
SUBDIVISION**

Motion by Supervisor Jancek, supported by Treasurer Preston to approve Resolution #10-2023-0619; a resolution for political subdivision.
Roll Call: Thomas, Ambs, Elwell, Jancek, Williams, Preston
Ayes – 6 Nays - 0 Motion Approved

**RESOLUTION
#11-2023-0619:
2023 GF & PS
BUDGET
AMENDMENT**

Motion by Supervisor Jancek, supported by Trustee Thomas to approve Resolution #11-2023-0619; a resolution for budget amendments to the 2023 General Fund and Public Safety budgets.
Roll Call: Elwell, Preston, Williams, Thomas, Jancek, Ambs
Ayes – 6 Nays - 0 Motion Approved

**RESOLUTION
#12-2023-0619:
NOTIFICATION
OF RIGHT OF
FIRST REFUSAL**

Motion by Supervisor Jancek, supported by Treasurer Preston to approve Resolution #12-2023-0619; Notification of Release of Right of First Refusal under Public Act 123 of 1999 for the Jackson County 2023 foreclosures of 2020 and prior taxes. **Discussion**
Roll Call: Elwell, Thomas, Williams, Ambs, Jancek, Preston
Ayes – 6 Nays - 0 Motion Approved

**RESOLUTION
#13-2023-0619:
BROKERAGE
ACCOUNT WITH
COMERICA BANK**

Motion by Supervisor Jancek, supported by Treasurer Preston to approve Resolution #13-2023-0619; a resolution to set up a beneficial brokerage account for Parks & Recreation through Comerica Bank.
Roll Call: Jancek, Ambs, Williams, Elwell, Preston, Thomas
Ayes – 6 Nays - 0 Motion Approved

**RETAINER FEE
INCREASE:
MECHANICAL,
ELECTRICAL &
PLUMBING
INSPECTIONS**

Motion by Supervisor Jancek, supported by Trustee Williams to approve a \$5 increase from \$65 to \$70 in the monthly retainer fee for Electrical, Plumbing and Mechanical inspector contracts, effective immediately.
Roll Call: Jancek, Ambs, Williams, Elwell, Preston, Thomas
Ayes – 6 Nays - 0 Motion Approved

**CONTRACTUAL
EMPLOYEE:
ELECTIONS**

Motion by Clerk Elwell, supported by Trustee Ambs to authorize the Clerk to hire a contractual elections assistant, starting June 20 through August 9, for no more than 25 hours a week at the rate of \$16.32 per hour.
Roll Call: Preston, Williams, Thomas, Ambs, Elwell, Jancek
Ayes – 6 Nays - 0 Motion Approved

**RAY PRINTING
ESTIMATE:
SUMMER TAX
BILLS**

Motion by Supervisor Jancek, supported by Trustee Thomas to approve the estimate from Ray Printing for the summer tax bills, including mailing supplies & services, for a total of \$5,993.00.
Roll Call: Ambs, Thomas, Jancek, Elwell, Preston, Williams
Ayes – 6 Nays - 0 Motion Approved

**STAN
GODLEWSKI**

Motion by Supervisor Jancek, supported by Trustee Williams to approve the reappointment of Stan Godlewski to the Construction Board of Appeals, term ending 03/31/2026.

Unanimously approved by voice vote

CINDY ACKER

Motion by Supervisor Jancek, supported by Clerk Elwell to approve the reappointment of Cindy Acker to the Blackman Local Development Finance Authority, term ending 03/31/2027.

Unanimously approved by voice vote

**SHELLY
SERCOMBE:
ORDINANCE**

Motion by Supervisor Jancek, supported by Trustee Williams to approve the appointment of Shelly Sercombe to the Ordinance Committee to replace Harry Trapp who resigned, term ending 12/31/2024.

Unanimously approved by voice vote

**SHELLY
SERCOMBE:
PARKS &
RECREATION**

Motion by Treasurer Preston, supported by Clerk Elwell to approve the appointment of Shelly Sercombe to the Parks Committee to replace Harry Trapp who resigned, term ending 12/31/2024.

Unanimously approved by voice vote

• **BILLS**

Motion by Treasurer Preston, supported by Trustee Williams to approve payment of bills on the Board Invoice Report dated 6/06/23 in the amount of \$568,401.45 and Board Invoice Post Audit Report dated 6/20/23 in the amount of \$352,187.31.

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

Ayes – 6 Nays - 0 Motion Approved

EXTENDED PUBLIC COMMENT (Three-minute limit)

1. **Tom, VC3 Representative**

- a. Lot of security changes
 - i. Implemented CIS and brought up security compliances.
 - ii. New software that will allow budgeting for the IT committee.
 - iii. Implementing security and infrastructure review process
 - iv. Putting together 5-year roadmap with technology

2. **Scott Grajewski, Director of Public Safety**

- a. Thank you to Mr. Bontrager for letting Public Safety use a home on their property for training purposes. We greatly appreciate it.

OPEN DISCUSSION

1. **Phil Preston, Treasurer**

- a. Problem with trash pick-up at the park with Emmons

The Supervisor declared the meeting adjourned at 7:37pm.



David Elwell, Township Clerk