

Regular Board Meeting
Blackman Charter Township
August 21, 2023

The Blackman Charter Township Board convened at 6:00 p.m. on Monday August 21, 2023 at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

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

Members absent: Trustees Ambs and Thomas. Motion by Supervisor Jancek, supported by Treasurer Preston to excuse members. Motion carried.

Public Attendance:

Brent Southwell	Mike Hurst	Jason Kildea
Barbara Southwell	Deborah Nagy	Sherry Eva

CALL TO ORDER / PLEDGE OF ALLEGIANCE

BRIEF PUBLIC COMMENTS - (two-minute limit)

1. **Brent and Barbara Southwell, *The Naybours, LLC*.**
 - a. Gave a brief summation of what their establishment will look like and that they are hoping to enhance Blackman Charter Township
2. **Mike Hurst, *Blackman Resident***
 - a. Spoke regarding Phase II of Andy's Place and about the request for additional solar panels.

ADDITIONS / DELETIONS

- No additions/deletions.
Motion by Clerk Elwell, supported by Treasurer Preston to approve the Board of Trustee agenda for the Regular Board Meeting held on Monday, August 21, 2023.
Unanimously approved by voice vote

MINUTES APPROVAL

- No changes/corrections.
Motion by Treasurer Preston, supported by Trustee Pack to approve the Board of Trustee minutes for the Regular Board Meeting held on Monday, August 21, 2023.
Unanimously approved by voice vote

CONSENT AGENDA

1. Approval of payroll for the dates 7/07/23 in the amount of \$163,148.03 and for 7/21/23 in the amount of \$191,934.50.
2. Approve \$200,000.00 transfer of funds from General Fund to Public Safety Fund for the month of July 2023.
3. Receive Revenue and Expenditure Report for the month of July 2023.
Motioned by Treasurer Preston, supported by Trustee Williams
Roll Call: Elwell, Pack, Williams, Jancek, Preston
Ayes – 5 Nays - 0 Motion Approved

SUPERVISOR'S UPDATE

1. Update given on the County Farm Road Project, curbs, gutters, and sidewalks are done. Supervisor Jancek also spoke about funding from EAGLE. It is a grant for money for testing for PFAS and PFOS. The Jackson area qualifies for testing in four (4) areas: by the Airport, Jackson Forge, Goodyear Plant and one other area. The grant pays for 100% of the testing – there is no match. If a problem is discovered the grant would also include testing of all wells, if needed.

TREASURER'S UPDATE

1. Taxes are coming along as expected. Our auditor, Nanette has retired. He has spoken to her regarding performing some of the auditing duties that she has done for us on a contractual basis. We would still need someone to do the actual audit. Nanette said that she would help on the RNQ to bid out the audit work.

CLERK'S UPDATE

1. The August election went well. We passed the County inspection and the Board of Canvassers was able to certify the election once the deadline was past for the return of our one overseas ballot.
2. The November election will consist of Jackson College's millage proposal.
3. We received a new absentee ballot box which has been installed outside, by the front door. We are looking into obtaining a camera to monitor the box, as that is a requirement.
4. Has hired a new Deputy Clerk, Janet Hayward, who will be starting Tuesday, August 22, 2023. She has previously worked as a Deputy Clerk for Rives Township and is knowledgeable regarding elections, etc.
5. We will be having the Presidential Primary on February 27, 2024 and it will encompass the nine-day early voting. Our location is being considered as one of the possible sites for this early voting. We will be working with the County in order to accomplish the nine day early voting requirements.

PUBLIC SAFETY

1. Director Grajewski reported that they are still a couple of officers short in the department. They have formed a recruiting team, in an effort to get our name out there. He also stated that the road patrol has been very busy.

PLANNING COMMISSION

- Trustee Williams stated that they met on August 1st and August 15th regarding the following:

CASE #1559: COND. USE PERMIT

Motion by Trustee Williams, supported by Clerk Elwell to approve Case #1559 - Conditional Use Permit: Storage Units Indoor/Outdoor at 3429 Lansing Ave, Jackson, MI Parcel 000-08-15-451-003-27, Zoned C-2 (General Commercial), requested by Jason Kildea of the Gillespie Group. Conditions: Storage of vehicles on impervious surfaces only and screen fencing on west side of the property. This has been a storage facility for many years. However, there are new owners and they just want a conditional use to be on file because they could not find one from the previous owners.

Roll Call: Jancek, Preston, Pack, Elwell, Williams

Ayes – 5

Nays - 0

Motion Approved

**CASE #1557:
COND. USE
PERMIT**

Motion by Trustee Williams, supported by Treasurer Preston to approve Case #1557 - Conditional Use Permit: Rooftop Solar Array at 2104, 2106 W. Michigan Ave, Jackson, MI Parcel 000-08-33-351-002-01, Zoned RM-1 (Multiple Family Residence), requested by Andy's Place II LDHA LP. Conditions: Adhere to Township solar ordinance 5.26.2.

Roll Call: Jancek, Williams, Pack, Elwell, Preston

Ayes – 5

Nays - 0

Motion Approved

ZONING BOARD OF APPEALS

- No activity. They have a meeting scheduled for August 22, 2023 regarding a set back issue on Balmars Avenue.

PARKS & RECREATION

1. Treasurer Preston reported that the surveys sent out with the tax bills are getting returned. They will have a meeting the first week of September to review them.
2. Treasurer Preston requested that they add new member to the Parks and Recreation Board. He has had a meeting with the President of American 1 Credit Union and they want to be a bigger part of Blackman Township.

TECHNOLOGY COMMITTEE

- *No activity*

UTILITIES COMMITTEE

- *No meeting held, no activity*

ORDINANCE REVIEW COMMITTEE

- *No activity*

NEW BUSINESS

**NEW DEPUTY
CLERK RATE**

Motion by Supervisor Jancek, supported by Clerk Elwell to approve the rate of Deputy Clerk at "Step 1" on the (01/01/2023) established pay scale, based upon her past experience at Rives Township.

Roll Call: Preston, Williams, Pack, Elwell, Jancek

Ayes – 5

Nays - 0

Motion Approved

**ELECTION
ASSISTANTS**

Motion by Clerk Elwell, supported by Treasurer Preston to approve the Clerk in hiring election assistants for the upcoming elections, not to exceed 200 hours. This is very similar to the present agreement we had with both Shelly Sercombe and Bonnie Preston during the August election. The assistants will receive \$16.32 per hour. As clarification, the elections held in May and August (and the upcoming November election) have been paid by whoever has requested the millages on the ballots.

Roll Call: Jancek, Elwell, Preston, Pack, Williams

Ayes – 5

Nays - 0

Motion Approved

**RESOLUTION
#15-2023-0821:
LLC/APPROVAL
OF CLASS C
LICENSE**

Motion by Supervisor Jancek, supported by Trustee Pack to approve Resolution #15-2023-0821; a resolution to recommend the approval for a Class C license to Brent and Barbara Southwell/"The Naybours, LLC", from the State of Michigan Liquor Control Commission.

Roll Call: Williams, Preston, Jancek, Elwell, Pack

Ayes – 5

Nays - 0

Motion Approved

**RESOLUTION
#16-2023-0821:
LLC/TRANSFER
OF SDM LICENSE**

Motion by Supervisor Jancek, supported by Treasurer Preston to approve Resolution #16-2023-0821, a resolution to recommend the approval to Transfer of SDM with Sunday Sales Permit to Jackson SDM, LLC, from the State of Michigan Liquor Control Commission.

Roll Call: Elwell, Jancek, Pack, Williams, Preston

Ayes – 5

Nays - 0

Motion Approved

**NEW PARKS
COMMITTEE
MEMBER**

Motion by Supervisor Jancek, supported by Treasurer Preston to approve the appointment of Kristina Edgar to the Parks and Recreation Committee, term to expire 12/2026.

Roll Call: Pack, Elwell, Preston, Williams, Jancek

Ayes – 5

Nays - 0

Motion Approved

**RESOLUTION
#14-2023-0821:
POLITICAL
SUBDIVISION**

Motion by Supervisor Jancek, supported by Clerk Elwell to approve Resolution #14-2023-0821; a resolution to authorize the newly appointed Deputy Clerk as a signatory on Township Bank Accounts.

Roll Call: Elwell, Pack, Williams, Jancek, Preston

Ayes – 5

Nays - 0

Motion Approved

**2022 AUDIT
REPORT**

Motion by Supervisor Jancek, supported by Clerk Elwell to approve the 2022 Audit Report.

Roll Call: Jancek, Preston, Pack, Elwell, Williams

Ayes – 5

Nays - 0

Motion Approved

BILLS

- Motion by Treasurer Preston, supported by Supervisor Jancek to approve payment of bills on the Board Invoice Post Audit Report dated August 8, 2023, in the amount of \$238,815.78 and the Board Invoice Report dated August 22, 2023, in the amount of \$477,138.89.

Roll Call: Jancek, Williams, Pack, Elwell, Preston

Ayes – 5

Nays - 0

Motion Approved

EXTENDED PUBLIC COMMENT (Three-minute limit)

- None

OPEN DISCUSSION

1. Trustee Pack mentioned the potholes on the Township Property driveways.

The Supervisor declared the meeting adjourned at 6:25pm.



David Elwell, Township Clerk