

**CALL TO ORDER:** Supervisor Julian called the regular meeting of the Kasson Township Board to order at 7:00 pm, with the Pledge of Allegiance.

**ROLL CALL:** Members Present: Greg Julian – Supervisor, Dana Boomer - Clerk, Roger Noonan – Trustee, Tad Carter - Trustee  
Member(s) Absent: Julia Carter - Treasurer  
Staff Present: None

**AMENDMENTS TO AGENDA** – The board briefly discussed the agenda. **Noonan moved to approve the agenda as presented. T. Carter seconded. All in favor, motion carried.**

**PUBLIC COMMENT:** None

**MINUTES** – The board discussed the minutes from the regular meeting on November 13, 2024. **Noonan moved, T. Carter seconded to approve the November 13, 2024 regular meeting minutes as presented. All in favor, motion carried.**

**PERTINENT COMMUNICATIONS:** None

**PRESENTATION – None**

**FINANCIAL REPORTS:**

- a) **TREASURER’S REPORT:** J. Carter had previously submitted the treasurer’s report to the board. Receipts total \$60,513.12. Disbursements \$78,950.92. Balance \$846,990.62.
- b) **BUDGET REPORT:** Boomer presented a budget report for November. The board briefly discussed. Boomer and Nelson will be presenting the first draft of the 2025/26 budget at the January meeting.
- c) **BILL APPROVAL** – Boomer presented the updated check detail. The board briefly discussed. **Noonan moved to pay the bills as presented; seconded by T. Carter. All in favor, motion carried.**

**UNFINISHED BUSINESS:**

- a. **Cemeteries** – Sales and burials for 2024 were finished before the snow. Additional projects are now tabled until spring.
- b. **Sidewalk & Parking Ordinances** – Boomer had distributed a review and updated ordinance from Grier. An Appendix A detailing construction standards will need to be developed; Grier recommended working with Gosling Czubak on this topic. Julian and T. Carter will be developing a meeting with property owners in Maple City, the Road Commission, and Gosling Czubak about the plan for parking/sidewalks/roads/etc. in the village. The board agreed to table the sidewalk ordinance until January to allow work on Appendix A.

- c. **Road Projects 2025/2026** – The Road Commission has not finalized their budget for 2025; additional work will be completed after that happens.
- d. **Fire Station Design** – The fire board had their meeting last week, and there has been no substantial progress on a second station. The Finance Committee is meeting on December 17 to put together figures on the operating costs. There is an Interlocal Committee meeting next week as well. The department is very close to finalizing the union contract that begins January 1, 2025.
- e. **Landfill Fees** – Julian has worked on reaching out to many contacts regarding Waste Management. The fees that Waste Management are currently paying is 10 cents per yard. The state’s maximum fee is now 36 cents per ton, with some documentation stating that there are approximately 1,300-1,600 lbs/yd. The board discussed this fee. The next step is likely to be to talk to Grier regarding how changes can be made to the agreement with Waste Management to change to a per ton basis and maximize the income potential.
- f. **Planning Commission Bylaws** – A draft of the updated PC bylaws was distributed to the board. There were general housekeeping updates made by the PC and Attorney Grier. **Boomer moved to approve the draft PC bylaws. T. Carter seconded. All in favor, motion carried.**
- g. **BOR Appointments** – Mike Shimek, Chuck Schaeffer, and Dick Witham make up the current Board of Review. Mike Shimek would like to be re-appointed. Chuck Schaeffer and Dick Witham are retiring. The two current alternates, Frank Sellgren and Thrasos Eftaxiadis, are interested in becoming full members of the Board of Review. **Boomer moved to appoint Mike Shimek, Frank Sellgren, and Thrasos Eftaxiadis to the Board of Review through December 31, 2026. Noonan seconded. All in favor, motion carried.** The Board of Review did not need to meet this week as there were no changes to be made; the next meetings will be in March. There will now need to be the appointment of at least one Board of Review alternate, preferably prior to March.
- h. **PC/ZBA Meeting Stipends** – T. Carter had put together a study of PC members pay in the county. The rates range from a \$35 “flat rate” in Leland to \$175 in Cleveland Township. The average is approximately \$90. Kasson Township is currently at \$100/meeting for members and \$125/meeting for the chair. Noonan recommended remaining with the same amount of pay. T. Carter will be looking at a similar study for pay rates for board members, as salary resolutions will be due in February.
- i. **Hall Interior Painting Bid** – The board had a consensus to move forward with this project. Board members will do a walkthrough with Midwest Coatings before the January meeting, and approve a final quote at the January meeting.
- j. **Other Unfinished Business** - None

**NEW BUSINESS –**

- a. **2025 Meeting Schedule** – The board discussed the draft meeting schedule (see attached). T and J. Carter will be out of town for the second Wednesday in January. It was determined to move the January meeting to the 15<sup>th</sup>, and keep all other meetings on the second Wednesday.

Noonan moved to approve the 2025 Meeting Schedule on the second Wednesday of each month at 7 p.m., with the exception of January on the third Wednesday. T. Carter seconded. All in favor, motion carried.

**b. Other New Business - None**

**REPORTS: Planning Commission (PC)** – The PC met in November and heard two public hearings. The Reith Riley renewal was approved. The rezoning request for New Cass, LLC (Cherry Republic) in Maple City was approved, and will now move to the County Planning Commission for comment and then to the Township Board for final approval. The applicant will then need to go back before the PC for a site plan review for their proposed project.

**Zoning Administrator (ZA)** – Cypher had previously submitted written reports to the board, and summarized his activities for the month. The new online permitting software is now available for public use on the website. The New Cass, LLC rezoning request will likely be on the Township Board’s February agenda.

**Supervisor** – Julian summarized his activities for the month. The gravel bills have been renewed, with four bills being monitored. He has been working with Gerry Fisher, Tom Grier and Judy Allen from the MTA, and has put together a letter that was sent to all of the committee members in Lansing. He will continue working on this topic. There is new township official training being held in Thompsonville. The 2025/26 budget process will be beginning next month.

**Assessor** – Standard assessing business is ongoing.

**Fire Board** – The Fire Board meeting was held last week, and operations are going smoothly there. Jeff Shaw, the Supervisor from Elmwood Township, came to the Fire Board meeting last week, and Elmwood Township is interested in joining the fire department. Noonan stated that there are a lot of details that need to be worked out before another township joins. The board discussed the relationship between a new station and more potential partners joining CAFR. Any addition of language to the interlocal agreement regarding potential partners and the joining of specific potential partners would need to be brought before all four townships. Job descriptions were approved by the fire board for positions that report directly to the board.

**Clerk/Elections Report** – Boomer reported that she and J. Carter have been looking into QuickBooks. The QuickBooks Enterprise software cost approximately \$1,500/year for single user local use, \$2,100/year for single user cloud use, and \$3,000/year for two users cloud use. Due to the low usage need for J. Carter for QuickBooks and the high cost, Boomer and J. Carter are recommending switching to the single user local use QuickBooks Enterprise. The board had consensus to move forward with the single user local use subscription to upgrade QuickBooks to a supported version.

**COMMITTEE REPORTS: Hall Use and Buildings and Grounds Reports** – Noonan reported one hall use last week, with no upcoming rentals.

**PUBLIC COMMENT:** None

**BOARD COMMENT:** Julian reported that Duane Newman passed away; he was a very active member of the community and he will be missed. Julian thanked Schaeffer for his service to the community.

The next regular meeting will be Wednesday, January 15 at 7 pm.

**Motion** by Noonan to adjourn, second by T. Carter/ **All in favor, motion carried.** Meeting adjourned at 8:04 pm.

Submitted by:  
Dana Boomer, Township Clerk

DRAFT

RESOLUTION 13-2024 – Resolution to Establish 2025 Township Board Meeting Dates

Whereas, Michigan Compiled Law 41.72a(1) authorizes the township board of Kasson Township to set regular meeting dates,

THEREFORE, BE IT RESOLVED, that as of December 11, 2024, and pursuant to MCL 41.72a(1), the Kasson Township 2025 Regular Board Meetings shall be held at 7:00 pm on the second Wednesday of each month (with exceptions as necessary) as follows:

Wednesday, January 15 (third Wednesday)

Wednesday, February 12

Wednesday, March 12

Wednesday, April 9

Wednesday, May 14

Wednesday, June 11

Wednesday, July 9

Wednesday, August 13

Wednesday, September 10

Wednesday, October 8

Wednesday, November 12

Wednesday, December 10