

# Mastodon Township Regular Board Meeting

## Tuesday, May 13, 2025, 5:30pm

*A regular meeting of the Mastodon Township Board was called to order at 5:30pm by Supervisor Chad Skinner.*

Pledge of Allegiance was said.

**PRESENT:** Chad Skinner, Jan Lemke, Stacey Watters, Dave Smith and Mike Bjork

Others Present: Fire Chief, Andy Fleming; Zoning Administrator, Stu Creel; Assessor, Tammy Henderickson; Dan Kurtz, Maintenance.

**APPROVAL OF AGENDA:** Request by Skinner to remove approval of the Budget Minutes as they were approved at the April meeting. Motion by Watters to approve agenda with change. Support: Smith. Call to Vote: All ayes. Motion carried.

**APPROVAL OF MINUTES:** Motion by Bjork to approve the April 8, 2025, Regular Board meeting minutes. Support: Skinner. Call to vote: All ayes. Motion carried.

**ACCOUNTS PAYABLE & PAYROLL REVIEW:** Bjork reported to the Board that he reviewed the payables (including April 2025 payroll) for checks numbered: General Fund: 32287 to 32389; Water Fund: 1866 to 1867; Road Fund: 1401 to 1402, noting that the payments included: the annual cemetery agreement, the 2025 Township Insurance premium, the deposit for road work on Kalla Walla Road; the chloride for road work, and envelopes and stamps from CJ graphics.

### **REPORTS:**

**Treasurer:** Written and submitted.

**Clerk:** Written and submitted. Clerk requested status on the purchase of a kiosk style sign to be placed outside of the township building stating she would like to see one in place prior to the cleanup day scheduled for June 16, 2025. Dan Kurtz and Skinner are handling this project

**Supervisor:** Nothing to report at this time.

**Road Commission Report:** Smith updated the Board with ICRC projects scheduled for summer. Several projects are slated including work on culverts and paving within the township. Smith reported that load restrictions have been lifted and that he would like to see a better plan from the road commission regarding the lifting of restrictions in the Spring. He advised that the tree line lawsuit will begin in September. Work on fiber optics has started up again.

Smith advised the Board he would like to donate his time and equipment to address gravel and sod problems on the various road shoulders. He believes he can level out the gravel build up along the road ways.

**Assessor:** Written and submitted.

**Fire Chief:** Written and submitted. Fire Chief Fleming reported that Jim Chick has been promoted to 2<sup>nd</sup> Lieutenant to oversee Camp 5 Station.

**Planning Commission:** No meeting. No quorum. Next meeting is scheduled for Wednesday, May 21, 2025 at 5:00pm. This meeting is the annual Organizational meeting. Following the Organizational meeting is the Regular Planning Commission meeting scheduled at 5:30pm

**Zoning Administrator:** Written report submitted. ZA Creel asked for a status update on the Zoning Ordinance review that is being handled by the Township Attorneys. Clerk to call attorneys to request status update. Creel advises that the Master Plan review is slated to happen following the Zoning Ordinance update and this review is time sensitive.

Creel advised the Board that there is no update on the Jacobs lawsuit.

**Recreational Committee:** No meeting held.

**Village of Alpha:** Village Clerk, Sedwick, reported that the village received a grant for a back hoe.

**Maintenance:** Written and submitted. Dan Kurtz advised the Board that he has scheduled the tanker truck for the chloride application for June 2 – June 6, 2025.

**GUEST:** None

**PUBLIC COMMENT AGENDA ITEMS:** None.

**UNFINISHED BUSINESS:**

**Lake Mary Special Assessment District (SAD):** Lemke reported that the Township did receive a quote for weed eradication on Lake Mary, but the quote stated it was a “best guess” quote and a more accurate quote would not be available until a Fall survey of the lake could be done. Lemke advised that her office has reached out to the company, Cason Land & Water Management, LLC, to get a better understanding of when they plan to survey the lake. Until that happens progress on the Lake Mary SAD is on hold.

**Alpha Road Discussion:** Skinner advised that he contacted MTA and was told that the Township cannot legally give money to the village for road work. Because it is unlawful to give tax payer dollars to other municipalities for road work, the Township will not be donating money to the Village of Alpha for work on their roads.

**NEW BUSINESS:**

**Clerk Resignation:** Lemke advised the Board that she is retiring. She submitted a letter of resignation to the Board effective immediately on May 13, 2025. Motion by Skinner to accept Lemke’s letter of resignation. Support: Watters. Call for vote: All ayes. Motion passed.

**New Clerk Appointment:** Motion by Skinner to nominate Karen Mallon as Clerk to complete the term of office of the Clerk. Support: Watters. Roll call: Watters – yes; Smith – yes; Bjork – yes; Skinner – yes. Motion passed.

Skinner read the Oath of Office of the Clerk to Mallon. Mallon was sworn in as Clerk and assumed the position immediately.

**Office Manager Position:** Lemke who has been working as the Township Office Manager has resigned from this position as well. Skinner requests that the position be posted on the Township’s website and the local paper. The position will be open until Tuesday, May 27, 2025. Interviews will be scheduled after a review of applicants who submitted a letter of interest and/or a resume.

**Zoning Board of Appeal:** One letter of interest was received for the open Zoning Board of Appeals position. Motion by Skinner to appoint Michael Wheeler to the Zoning Board of Appeals. Support: Bjork. Call for vote: All ayes. Motion passed.

**Maintenance Quotes:** Kurtz provided quotes on for tools needed to complete work for the Township. Motion by Skinner to approve purchase of masonry tools in the amount of \$2,700.00. Support: Mallon. Call to vote: All ayes. Motion passed.

Motion by Bjork to approve the purchase of ADA picnic tables for installation at Stager Lake in the amount of \$3,700.00. Support: Skinner. Call to vote: All ayes. Motion carried.

Motion by Skinner to approve \$2,500.00 to tile the Stager Lake bathrooms. Support: Smith. Call to vote: All ayes. Motion carried.

Motion by Skinner to approve \$1,900.00 for work to be completed at Alpha Park and the ballfield. Support: Watters. Call to vote: All ayes. Motion passed.

**Recreation Position:** Skinner advised the Board that he has appointed Dan Kurtz as a member of the Recreation Committee.

**Fire Department Radios:** Fleming presented a quote for 800 radios from Nielson Communications Inc. in the amount of \$23,641.40. This quote is higher than what was budgeted (\$20,000.00). Motion by Bjork to approve the purchase of 10 Kenwood Viking VP5000 Single Band Radios for the fire department not to exceed \$25,000.00. Support: Skinner. Call for vote: All ayes. Motion passed.

**Other Business:** None

**Public Comments:** Appreciation was extended by the public to Jan Lemke for all her hard work through the years as Township Clerk. ZA Creel advised the Board that Michigan Legislation may have passed a bill, HB43.20 that may address financial relationships between townships and villages.

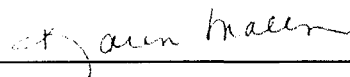
**Board Comments:** Skinner extends a hearty appreciation to Jan Lemke for the tremendous service and support she provided, especially all the help she gave him when he first became Supervisor. There will be an appreciation dinner in the fire hall for Jan to celebrate her 17 years as Mastodon Township Clerk. Food has been donated and provided by friends of Jan Lemke.

**Details of Next Meeting:** Next Board meeting scheduled for Tuesday, June 10, 2025 at 5:30 pm at the Township Hall.

**Adjournment:** Motion by Bjork to Adjourn Regular Board Meeting at 6:15pm. Support: Watters. All ayes. Motion carried.

*I hereby certify that the minutes contained herein are the approved minutes of the May 13, 2025, Regular Board meeting. Signed herein by the Mastodon Township Clerk, Karen Mallon on this the 10<sup>th</sup> day of June, 2025.*

*Respectfully Submitted:*

  
\_\_\_\_\_, Karen Mallon, Clerk