

The Blackman Charter Township Board convened at 6:00 p.m. on Monday, October 21, 2024, at the Township Hall, 1990 West Parnall Road, Jackson, Michigan.

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

**Members absent:**

**Public Attendance:**

Ray Snell                      Steve Shotwell

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**BRIEF PUBLIC COMMENTS - (two-minute limit)**

1. **Ray Snell, 9<sup>th</sup> District County Commissioner**
  - a. Discussion: Animal Control Shelter land purchase, Airport repairs and improvements, JCDOT roads update, Landfill approval for vertical expansion, Jackson County software upgrade approved, Parks improvements, Grant to reinstitute mental health, Jackson Co. Jail millage.
2. **James Shotwell, 5<sup>th</sup> District County Commissioner**
  - a. Discussion: Animal Control donation, animal hording, roads, Parks Commission improvements at Cascades Falls.
  - b. Thank you, Blackman Twp. building department, for the assistance with airport project.

**ADDITIONS / DELETIONS**

1. No additions/deletions  
Motion by Clerk Elwell, supported by Trustee Pack to approve the Board of Trustee agenda for the Regular Board Meeting held on Monday, October 21, 2024.  
***Unanimously approved by voice vote***

**MINUTES APPROVAL**

1. No changes/corrections.  
Motion by Trustee Thomas, supported by Trustee Ambs to approve the Board of Trustee minutes for the Regular Board Meeting held on Monday, September 16, 2024, and to approve the Board of Trustee minutes for the Special Board Meeting held on Wednesday, September 18, 2024  
***Unanimously approved by voice vote***

**CONSENT AGENDA**

1. Approval of payroll for the dates 9/13/24 in the amount of \$174,428.78 and for 9/27/24 in the amount of \$184,457.08.
2. Approve \$400,00.00 transfer of funds from General Fund to Public Safety Fund for the month of September 2024.
3. Approve to use ARPA funds to pay Public Safety September 2024 payroll in the amount of \$330,971.03
4. Receive Revenue and Expenditure Report for the month of September 2024.  
Motion by Treasurer Preston, supported by Clerk Elwell  
***Roll Call: Ayes - Elwell, Pack, Thomas, Williams, Ambs, Jancek, Preston***  
***Nays - None                      Motion Approved***

SUPERVISOR’S UPDATE

1. Tompkins Township Notice of Intent to Adopt the 2050 Master Plan: informational
2. Sewage Treatment Plant: estimating the scope of the project
3. JCDOT Traffic Summit meeting to be held on October 22, 2024.

TREASURER’S UPDATE

1. General Funds report: informational

CLERK’S UPDATE

**INCREASE  
BUDGET**

Motion by Clerk Elwell, supported by Supervisor Jancek to approve increase in “Contract Employee” budget line from \$5,000.00 to \$7,500.

*Roll Call: Ayes - Ambs, Thomas, Jancek, Elwell, Preston, Pack, Williams  
Nays - None Motion Approved*

**INCREASE PER  
HOUR PAY FOR  
CONTRACT  
EMPLOYEE**

Motion by Clerk Elwell, supported by Supervisor Jancek to approve increase in per-hour amount for Contract Employee from \$17.50 to \$20.00 per hour.

*Roll Call: Ayes - Jancek, Preston, Pack, Thomas, Elwell, Ambs, Williams  
Nays - None Motion Approved*

3. General Election update.
  - a. 3800 AV ballots sent

PUBLIC SAFETY  
**2024 CLEANING  
ALLOWANCE**

Motion by Trustee Williams, supported by Clerk Elwell to authorize the approval of the 2024 Cleaning Allowance (per contract) of \$693.30 per officer, to be paid the first week of December from account #205-345-721.200, total not to exceed \$28,425.30

*Roll Call: Ayes - Williams, Preston, Thomas, Jancek, Ambs, Elwell, Pack  
Nays - None Motion Approved*

2. Dettman station agreement with JCA discussion; define new language in contract.

PLANNING COMMISSION

1. Meeting Minutes (draft) Tuesday, October 15, 2024

**CASE #1582:  
COND. USE -  
SALES OF  
PREFAB SHEDS &  
GAZEBOS.**

Motion by Treasurer Preston, supported by Supervisor Jancek to approve Case #1582 – Conditional Use Permit; Avenue Auto – Sales of Prefabricated Sheds and Gazebos; Zoned Highway Commercial (C-3), requested by Avenue Auto; with conditions that setback requirement from all property lines be a minimum of 5’0”.

*Roll Call: Ayes - Jancek, Ambs, Williams, Pack, Elwell, Preston, Thomas  
Nays - None Motion Approved*

2. Next meeting October 29, 2024, to begin updating Zoning and Master Plan.

ZONING BOARD OF APPEALS

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PARKS & RECREATION

**SLIDE  
REPLACEMENT**

Motion by Treasurer Preston, supported by Supervisor Jancek to approve the quote from We Build Fun for slide replacement in the amount of \$5,534.25

*Roll Call: Ayes - Thomas, Ambs, Elwell, Jancek, Pack, Williams, Preston  
Nays - None Motion Approved*

**PURCHASE POLE FOR PARK/INTERNET** Motion by Supervisor Jancek, supported by Trustee Pack to approve the purchase of a pole for park/internet, not to exceed \$6,000.00.  
*Roll Call: Ayes - Preston, Williams, Thomas, Ambs, Pack, Elwell, Jancek*  
*Nays - None Motion Approved*

**ACCEPT QUOTE FOR DOG PARK GROUND PREP** Motion by Treasurer Preston, supported by Clerk Elwell to accept the low quote for Dog Park Parnall Complex ground preparation from Concord Excavating in the amount of \$7,753.00  
*Roll Call: Ayes - Pack, Elwell, Preston, Williams, Thomas, Jancek, Ambs*  
*Nays - None Motion Approved*

TECHNOLOGY COMMITTEE

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UTILITIES COMMITTEE

1. Street Light update – collecting information, expecting an increase in costs for 2025
2. Dettman Sewer Repair Agreement – received payment from Leoni Township

ORDINANCE REVIEW COMMITTEE

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NEW BUSINESS

**MERS RETIREE HEALTH FUNDING** Motion by Clerk Elwell, supported by Trustee Williams to approve payment of \$300,000.00 to MERS to fund the MERS Retiree Health Funding Vehicle as follows:\$120,000.00 from General Fund and \$180,000.00 from Public Safety Fund.  
*Roll Call: Ayes - Elwell, Pack, Thomas, Williams, Ambs, Jancek, Preston*  
*Nays - None Motion Approved*

**MERS DEFINED BENEFIT PLAN** Motion by Trustee Williams, supported by Trustee Pack to approve payment of \$750,000.00 to MERS to fund the MERS defined Benefit Plan from the Public Safety Fund.  
*Roll Call: Ayes - Jancek, Preston, Pack, Thomas, Elwell, Ambs, Williams*  
*Nays - None Motion Approved*

**DOOR REPLACEMENT AT TOWNSHIP OFFICE** Motion by Supervisor Jancek, supported by Trustee Ambs to accept the low bid from Rogers Glass, Window & Door, Inc. to replace the doors at the Township Office in the amount of \$24,995.00.  
*Roll Call: Ayes - Ambs, Thomas, Jancek, Elwell, Preston, Pack, Williams*  
*Nays - None Motion Approved*

**APPOINT RACHEL JOHNSON TO PARKS BOARD** Motion by Supervisor Jancek, supported by Trustee Thomas to approve the appointment of Rachel Johnson to Parks Board to fill vacant seat of Jeff Kinney, term ending 12/31/2024.  
*Roll Call: Ayes - Williams, Preston, Thomas, Jancek, Ambs, Elwell, Pack*  
*Nays - None Motion Approved*

**AWARD  
SNOWPLOWING  
CONTRACT**

Motion by Supervisor Jancek, supported by Clerk Elwell to approve the low bid snowplowing contract from Wolverine Sealcoating, LLC in the amount of \$1,535.00

*Roll Call: Ayes - Jancek, Ambs, Williams, Pack, Elwell, Preston, Thomas  
Nays - None Motion Approved*

**AUTHORIZE  
ADMINISTRATIVE  
COMMITTEE TO  
BEGIN  
NEGOTIATIONS**

Motion by Clerk Elwell, supported by Trustee Williams to approve authorization of the Administrative Committee to begin negotiations for Public Safety Building RFQ responses, in ranked order; AE Design, Jones Construction, OHarrow.

*Roll Call: Ayes - Thomas, Ambs, Elwell, Jancek, Williams, Preston  
Nays - None Motion Approved*

BILLS

Motion by Treasurer Preston, supported by Trustee Williams to approve payment of bills on the Board Invoice Post Audit Report dated 10/7/24 in the amount of \$176,264.83 and Board Invoice Report dated 10/22/24 in the amount of \$1,032,966.72.

*Roll Call: Ayes - Preston, Williams, Thomas, Ambs, Pack, Elwell, Jancek  
Nays - None Motion Approved*

EXTENDED PUBLIC COMMENT (Three-minute limit)

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OPEN DISCUSSION

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*The Supervisor declared the meeting adjourned at 7:24pm.*

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**David Elwell, Township Clerk**