



# CHARTER TOWNSHIP OF MADISON

Gary Griewahn  
*Supervisor*  
Janet Moden  
*Clerk*  
Harold Gregg  
*Treasurer*

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517-263-9313 Fax: 517-263-4569

## TRUSTEES

Howard Bales  
Matt Carpenter  
Ralph Benschoter  
Larry Liedel

## Madison Township Board Meeting Held in Person and Electronically Minutes of August 10, 2021

7:00 p.m. Regular Board Meeting called to order, with a silent prayer, and pledge to the flag said by all.

### **ROLL CALL:**

Present in person: Griewahn, Moden, Gregg, Benschoter, Carpenter and Bales. Liedel absent-illness.

### **APPROVAL OF BOARD MEETING MINUTES OF July 13, 2021:**

Motion by Bales, supported by Carpenter, to dispense reading and approve Board meeting minutes of 7/13/21. Roll Call Vote taken: : Griewahn-Yes, Gregg-Yes, Moden-Yes, Benschoter-Yes, Carpenter-Yes, and Bales-Yes. Motion carried 6-0.

### **AMENDMENTS TO THE AGENDA: None**

**PETITIONS & COMMUNICATIONS:** Supervisor Griewahn read a communication from the USPS regarding the location of mailbox's in proximity to the road edges, that the mailbox may need to extended or re-location of the mailbox. Important to remember to call "MISS DIG" if the mailbox post is being relocated due to underground lines.

### **INTRODUCTION OF SPECIAL GUESTS: None**

### **LIMITED PUBLIC COMMENT ON AGENDA ITEMS: None**

**DEPARTMENT HEAD COMMUNICATION: Inspection:** Thanks to Nic Wilson for upgrade in BSA ipads, it would have cost thousands of dollars for us to do it differently, and he found a work around that works great for in the field. Hampton Manor had a fire in a transformer that has set back there official opening dates.

**Water/Sewer:** Tim stated that Matt Knapp had been hired and started already, great fit so far due to previous experience in Scio Twp.

**Police:** Very busy, lots of Catalytic Converter thefts.



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**SPECIAL PRESENTATIONS:** None

**APPROVAL OF CONSENT AGENDA:** Motion to approve a consent agenda by Bales, supported by Benschoter. Roll Call Vote taken: Griewahn-Yes, Gregg-Yes, Moden-Yes, Benschoter-Yes, Carpenter-Yes, and Bales-Yes. Motion Carried 6-0.

**Personnel Committee Mtg. Minutes 7/14/2021:** Motion for approval of meeting minutes by Griewahn, seconded by Gregg. Approved 6-0

**Personnel Committee Mtg. Minutes 7/27/2021:** Motion for approval of meeting minutes by Griewahn, seconded by Gregg. Approved 6-0

The personnel committee mtg recommendation was to have the township provide STD/LTD disability ins coverage for full time employees.

Motion by Bales, seconded by Benschoter, to approve the recommendation of the personnel committee for all non-union full-time township employees to be covered by STD/LTD disability coverage from Hartford at the quoted price. Motion approved 6-0

**Water/Sewer Committee Mtg. Minutes 7/15/2021:** Motion for approval of meeting minutes by Bales, seconded by Moden. Approved 6-0

The water/Sewer Committee mtg recommendation was to accept a bid of \$29,140 from UIS on the VFD for the north and south wells. Motion by Carpenter, seconded by Griewahn to accept the recommendation of UIS at \$29,140 for VFD. Motion approved 6-0

**Planning Commission Mtg. Minutes 8/3/2021:** The commission meet to review an application by AJ Brown/Ace Drill at 2600 E. Maumee street being able to be zoned Marijuana Overlay. Motion by Carpenter, seconded by Bales to accept the minutes. Approve 6-0

The planning commission denied the marijuana overlay zoning due to there not being at least 50' from the property line to the existing building. Denial is sent on to LCPC, then it will come back to the Twp Board. Per Lucas, the planning was in error to deny the zoning of an overlay, because the property it self fits the criteria, only the buildings do not meet the marijuana facilities requirement. They should have approved the property re-zoning, but not the use of the existing building for marijuana. When it come back from LCPC, the board can accept it, reject it or send it back to our planning commission.

**OLD BUSINESS/UNFINISHED BUSINESS:**



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## Employee Handbook Final Draft:

Everyone on the board received a final copy of the Employee Handbook with all corrections and changes. Motion by Carpenter, seconded by Gregg to accept this version of the Employee Handbook. Question by Bales: stated that nothing in there about the management of part-time employee time off non-paid and scheduling of such. Lucas replied that it the responsibility of each Department head to manage and schedule, because all of the departments have different needs. Roll Call Vote: Griewahn – Y, Gregg – Y, Moden – Y, Benschoter – Y, Carpenter – Y and Bales – Y. Approved 6-0.

**Portable Vendor Permit Fee:** In last month’s meeting the board approved the use of the Portable Vendor Permit form, but wanted it changed to “Temporary Vender Permit” and the annual fee was passed to be \$38.00 annually. Admin. Asst Caitlin Jacobs, enlightened the board that the fee should have been \$35.00 annually to match the other fees collected, and that the title of the form should stay as Portable Vender Permit, to better describe the nature of the permit and that a annual sticker program is being iniated to cover the vendors. Motion by Moden, seconded by Griewahn to change the fee to \$35.00 annually, the title of the form to “Portable Vendor Permit” and institute the sticker policy annually. Motion approved 6-0

## NEW BUSINESS:

### Budget Amendments:

249-371-725.000	\$6000	Salaries/Fees	Building
249-372-725.000	\$6000	Salaries/Fees	Electrical
249-373-725.000	\$6000	Salaries/Fees	Mechanical
249-374-725.000	\$5000	Salaries/Fees	Plumbing

Motion by Gregg, supported by Bales to make the above adjustments to the 2021 Budget due to the increased activity in the Inspection/Building Dept. Roll Call Vote: Griewahn – Y, Gregg – Y, Moden – Y, Benschoter – Y, Carpenter – Y and Bales – Y. Approved 6-0.

## ELECTED OFFICIALS’ COMMENTS:

**Carpenter:** Asked what we were doing about Mother-In-Law suites and tiny houses in our zoning, noticed a lot of this type of building in Hillsdale county.

**Griewahn:** Stated that he was glad that the handbook was completed.

**AUDIENCE COMMENTS:** Lucas stated that the damage claim for not shutting off the water for resident, needed to be sent to our insurance company. It was further stated that the township has no responsibility to the pipes breaking inside the house due to water not being drained out.



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Lucas further stated that the Hidden River Tax tribunal has be resolved and settled. No details offered.

Rincon asked a question as to why the board wanted to rezone the area behind 2600 U.S. 223, answer was to make it more congruent to the rest of that area for the future.

**ANNOUNCEMENTS:** None

### **ADJOURNMENT/RECESS:**

Motion by Benschoter, seconded by Griewahn, to adjourn the meeting. Motion carried 6-Yes, 0-No. Meeting adjourned at 8:03 p.m.

Submitted by:

Janet Moden  
Township Clerk