



# CHARTER TOWNSHIP OF MADISON

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

3804 S. ADRIAN HIGHWAY  
ADRIAN, MI 49221  
517-263-9313 Fax: 517-263-4569

**TRUSTEES**  
Howard Bales  
Matt Carpenter  
Ralph Benschoter  
Chad Rodgers

Madison Township Board Meeting  
Held in Person and Electronically (Zoom)  
Minutes of September 12, 2023

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

**ROLL CALL:**

Present in person: Griewahn, Gregg, Moden, Rodgers, Benschoter, Carpenter, and Bales.

**APPROVAL OF BOARD MTG MINUTES 8/10/23:**

Motion by Rodgers, supported by Benschoter to dispense reading and approve the monthly Board meeting minutes as written for 7/10/2023. Motion was carried 7-0.

**APPROVAL OF SPECIAL BOARD MTG MINUTES 8/23/23:**

Motion by Gregg, supported by Carpenter to dispense reading and approve the Special Board meeting minutes as written for 8/23/2023. Motion was carried 7-0.

**AMENDMENTS TO THE AGENDA:** Motion to add Brian Rubel, Tetra Tech, to Special Guests was made by Griewahn, supported by Gregg. Motion passed 7-0

**PETITIONS & COMMUNICATIONS:** Clerk Moden read a letter from Comcast regarding their current changes to their Xfinity TV scheduling.

**INTRODUCTION OF SPECIAL GUESTS:** Brian Rubel, Tetra Tech engineer, gave a presentation to the board regarding the three bids for drilling the new water well. He discussed the various bidders and the bids that he received. He stated that no bond was required but that they would have to give us a performance bond. He still wants to vet each bid closer to understand the details of their bids, since there were large differences in the amounts and the lowest bidder has no municipal water experience. There was a motion by Rodgers, supported by Moden to approve the spending of up to \$134,750., once the best bid is identified by Tetra Tech, so that the process can proceed once the best bid is identified in a timely manner. Roll Call Vote: Griewahn, Yes; Gregg, Yes; Moden, Yes; Benschoter, Yes; Carpenter, No; and Bales, Yes. Motion carried 6-1.

Amanda LaCelle, Madison Township Assessor, spoke on the recently finished 2023 Assessing Audit that she did for Madison Township as required by the State of Michigan. She stated that it



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was required that she do it to keep her license with the State of Michigan. The most extensive work that she had to do was in the area of “Land Tables”, another time-consuming area was with ECF. After the audit the State recommended the following, that the township publish the ECF/Land Tables on the website, that the “hardship exemption” assumption be updated, and

She also said that her one-year contract is coming up for renewal on 12/31/23 and that if the township has been satisfied with her performance, that she would be looking for a contract of at least 5 yrs. and that it should run from April to April in a year, not in December. It was discussed that the current contract with her could be extended until April 2024 and then sign a new contract at that time. Burke Castleberry was instructed to start preparing a contract for us to submit to her. She also spoke about the US 223 Commercial property corridor needs to be looked at for appropriate values, wants to put photos with each property, improve the process with the county in doing land splits, learn more about the legal issues in assessing, and she will be the president of the local Assessor’s Assoc. and try to recruit people to become assessors in the future. She stated that has another 3 years before she is eligible to retire from her position as Assessor of the City of Tecumseh. She did state that she gave up the assessing for Tecumseh Township this last year.

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

### **3-MINUTE DEPT. HEAD UPDATES:**

**Fire:** None

**Police:** Chief Shadbolt stated that Ben Oram, SRO officer is in place at Sand Creek Community Schools, attending school events and eating lunch with the students.

**Water/Sewer:** Reported by Watterson that there will be more hydrant flushing thru Sept 28. The Sewer Flow testing is completed but have not received the results yet. Carpenter asked why the Water costs were higher than the Sewer costs this month, Tim said he would look into it, as it is usually the opposite way around.

**Inspection:** Rincon reported that Amanda does respond appropriately and that he has planned a meeting with Amanda to iron out land split issues and processes. He stated that his job has been much more about legal issues, than it is about building inspections lately.

**Legal:** No updates

**APPROVAL OF CONSENT AGENDA:** Motion by Bales, supported by Rodgers to approve the consent agenda. Roll call vote: Griewahn, Yes; Gregg, Yes; Moden, Yes, Rodgers, Yes; Benschoter, Yes, Carpenter, Yes; and Bales, Yes. Motion carried 7-0.



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## **Personnel Committee Minutes 8-14-23:**

Rodgers read the minutes of the meeting, and made a motion to approve the minutes, supported by Bales. Approved 7-0

## **Personnel Committee Meeting Minutes 8-22-23:**

Meeting minutes were read and a motion to approve by Rodgers, supported by Bales. Motion approved 7-0

## **Water/Sewer Committee Meeting Minutes 8-24-23:**

Meeting minutes were read and a motion to approve was made by Bales, supported by Carpenter. Approved 7-0. A motion by Bales, supported by Rodgers to authorize Tetra Tech to conduct an EPA required Cybersecurity assessment for our Utilities and establish a plan that will be incorporated into our vulnerability assessment at a cost of \$17,800. Roll call vote: Griewahn, Yes; Gregg, Yes; Moden, Yes, Rodgers, Yes; Benschoter, Yes, Carpenter, Yes; and Bales, Yes. Motion carried 7-0.

A motion by Bales, supported by Carpenter to authorize J & K Jet Setting to buy a replacement pump for the Walmart pump station at the cost of \$32,871. Roll call vote: Griewahn, Yes; Gregg, Yes; Moden, Yes, Rodgers, Yes; Benschoter, Yes, Carpenter, Yes; and Bales, Yes. Motion carried 7-0.

**OLD BUSINESS/UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

### **Chief Shadbolt Retirement Notification:**

A letter from Chief Shadbolt was read by Griewahn, and he was thanked for his many years of service. His last day of work will be on January 12, 2024, with bi-weekly pay of his accrued vacation and sick pay.

### **ELECTED OFFICIALS' COMMENTS:**

**Moden:** The clerk spoke that they are currently in active training to use the new CivicPlus software for Minutes and Agendas.

She stated that anyone have issues with our website, both board members and the general public should contact Caitlin in the office directly until they become familiar with the changes that have been made to the website.



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It was suggested that ordinance correction and changes need to be actively put in motion. Currently our legal fees are continuing to mount due to a lack of needed updates to the ordinances.

**Bales:** He expressed his frustration with the fact that the personnel committee was even asked to address the spending of \$150. for the cost of training for an employee, and that convening two personnel meetings and legal fees, probably cost us around \$700.00 for no good reason. That should be at the discretion of the Dept. Head like all other departments.

**Benschoter:** He announced on Sept. 15, at 6:00 pm at Memorial Park in Adrian there will be a POW/MIA ceremony, and all are welcome to attend.

### **AUDIENCE COMMENTS:**

Resident Mary Thompson read a statement to the board members about her issues with there being no communication back to her on the status of her ordinance complaint. Burke Castleberry gave a verbal update on the status of the complaint which is a Police enforcement issue.

Resident Dale Thielan expressed the idea that the township should hire a full-time ordinance officer and he commented as to “how can a person can be on a committee if they are not in compliance”.

Rodgers stated that the statements made were unprofessional and if there was information needed people should come to the township office and have those discussions.

Rincon stated in general he is handling a lot more hours on zoning due to issues with the verbiage in the various ordinances, which amounts to about an extra 10 hours a week. He has asked for an extra 10 hours of help from his backup but was told that he is overbudget at this time.

Bales stated that the property on Porter Hwy isn't the only issue that we have, and singling out people is not right on our part, he agrees with Dave Rincon on needing the extra 10 hours a week to handle these issues.

**ANNOUNCEMENTS:** None

**ADJOURNMENT/RECESS:** Motion by Benschoter, seconded by Gregg, to adjourn the meeting. Motion carried 4-Yes; 0-No. Meeting adjourned at 7:36 p.m.

**Minutes taken by Benschoter.**

Typed and Submitted by:



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Janet Moden  
Township Clerk