



**REGULAR MEETING  
RAISIN CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
November 10, 2025 AT 5:30 P.M.**

The Township Board met for a pre-meeting session at the Raisin Community Center at 5:30 pm.

**Members present:** Brousseau, Hawkins, D. Witt, C. Witt, Hunt, Smith

**Members absent:** Bunch

**Others:** D. Lacasse, T. Bates, J. Palmer, J. Hannah, K. Grayer, TJ

Appoint C. Witt as Acting Clerk to take minutes for the meeting.

Public Comment: none

The following items were discussed:

- Clerk will send out questions to applicants after 11/12/2025
- Discussion on process for interviewing supervisor candidates
- Beecher Solar project still in limbo with DTE
- Grant application (Park) in final review
- Livestream of township Board meetings discussion
- 2026 Budget review

**The Township Board began the regularly scheduled meeting at 6:30 P.M.**

**1. CALL TO ORDER:** Meeting called to order by Supervisor Tom Hawkins.

**2. WELCOME, PLEDGE, INVOCATION:** Pledge and moment of silence.

**3. ROLL CALL**

**Members Present:** Deb Brousseau, Kerry Smith, Tom Hawkins, Dale Witt, Cheryl Witt, Shelley Hunt

**Members Absent:** Susan Bunch (excused)

**Others:** D. Lacasse, T. Bates, J. Palmer, J. Hannah, K. Grayer, TJ

**4. COMMUNICATIONS:**

- RCC corner wall was fixed and painted. Will be fixing doors and painting them.
- Acknowledged all Veterans who were in attendance for their service.

**5. PUBLIC COMMENT:** Calvin and Vanessa Dodson, 3249 Breckel Hwy., offered comments on possible ordinance violations in their neighborhood.

**6. CONSENT AGENDA**

**6.1 Previous Months Minutes**

**6.2 Reports**  
**6.3 Financial Reports**  
**6.4 Supervisor's Report**

Motion T. Hawkins, support D. Witt that due to the board packet not being provided to the board members until this morning, table the consent agenda until next meeting. M/C all.

A/P and Payroll read to be approved to pay bills.

**APPROVAL OF PAYMENT OF BILLS:**

Accounts Payable:	<b>\$ 217,994.25</b>
Payroll:	<b>\$ 128,491.48</b>
Total Payables & Payroll:	<b>\$ 346,485.73</b>

Motion D. Witt, support D. Brousseau to approve A/P and Payroll as presented. M/C all.

**7. APPROVAL OF AGENDA**

Motion by K. Smith, support C. Witt to approve the agenda. M/C all.

Motion by K. Smith, support D. Brousseau to approve the agenda adding 9.6 HealthEquity Administration Issue to Agenda. M/C all.

**8. UNFINISHED BUSINESS:**

**9. NEW BUSINESS:**

**9.1 Reimburse DJW for second site plan review**

Discussion – Typically for a resubmission of a site plan requires a new fee (RCT \$650.00). Ordinance currently does not reflect the process for resubmission. Note: DJW owes township \$25.00 for land split application fee.

Motion Hawkins, support Brousseau to approve DJW refund of \$650.00 site plan resubmission fee minus \$25.00 owed for land split. M/C all.

**9.2 Land Division – 2000 Valley Rd**

Motion D. Witt, support Brousseau to approve land split for Browning. RA0-120-4205-00 remaining 19.66 Ac., RA0-120-4405-00 13.67 Ac. (parcel #2), and RA0-120-4845-00 13.67 Ac. (parcel #1). M/C all.

**9.3 Discuss process for replacing township supervisor**

Discussed in pre-meeting. No additional discussion.

**9.4 Discuss pension plan**

Request to Clerk to provide pension allocation chart to Board members for review.

**9.5 Discuss FY2026 draft budget (set time for public hearing)**

Set - November 24, 2025, Special meeting at 10:00 a.m. at the RCC for a Budget Workshop to finalize review of FY 2026 draft budget.

December 8, 2025, at Regular Board meeting for public hearing and GAA approval of FY 2026 Budget.

### **9.6 HealthEquity Administration Issue**

Discussion – Treasury Department has previously requested to the Clerk (HealthEquity Administrator) to be added to the email from HealthEquity showing ACH payment amount/date that funds are removed from Township bank account. Request to the Board for assistance in removing this documentation hinderance in order to properly execute Treasury's statutory duties.

Motion Hunt, support Brousseau, Board directs Clerk to work with HealthEquity to provide Treasurer with the necessary documentation for bank account debit verification. M/C all.

### **10. UPCOMING EVENTS:**

Park Advisory Committee Meeting 11/18/25 @ 6:30 p.m. @ Twp. Conference Room  
Cemetery Advisory Committee Meeting 11/18/25 @ 9:00 a.m. @ Twp Conference Room  
Planning Commission Meeting 11/18/25 @ 6:30 p.m. @ RCC

### **11. ADJOURN MEETING:** Meeting adjourned at 7:09 PM

---

Tom Hawkins, Supervisor

---

Cheryl Witt, Trustee, Acting Clerk

---

Susan Bunch, Clerk