

**CHARTER TOWNSHIP OF ADRIAN
BOARD MEETING MINUTES
HELD AT THE TOWNSHIP HALL
DECEMBER 9, 2024 at 7:00 pm**

Supervisor May opened the meeting with the Pledge of Allegiance to the Flag. Roll call was taken of the Board members present: Stephen May, Mike Herr, Doug McGee, Jim Koehn, and Ben Ruesink.

Ruesink moved, supported by Herr, to approve the November 6th, Regular Board Meeting Minutes with a correction of the minutes on the 2nd page, correcting the date from the 8th of December to the 9th. The motion passed unanimously.

Herr moved, supported by Ruesink, to approve all the reasonable and customary bills and claim audit vouchers paid or presented for payment, but requesting that the fee for adding minutes to the website should be reviewed to ask if that fee is annually or monthly. The motion passed unanimously.

- **Treasurer's Report – Distributed**
- **Public Comment - None**
- **Supervisor's Report – available upon request**
- **Attorney's Report – None**
- **Board of Reviews – None**
- **Planning Commission Report – Met – No Quorum**
- **Fire Department Report – Distributed Report**

The Chair entertained a motion by Koehn and supported by McGee to renew the Michigan Mutual Aid Box Alarm System Association Agreement for the fire department. The motion passed unanimously.

- **Police Department Report:**

Detective Chris Ward reported that there were 58 calls.

Shop with a Cop was a terrific event.

A Part time police officer position was posted and there was an applicant who will be interviewed soon.

Building Inspector Report:

Dave Rincon reported on his activities, there were 13 new homes, 14 remodeled, 10 roof permits and 5 other permits pulled in the previous month. There are some up-and-coming solar farms which will be presented at a later date. Doug McGee asked about putting building inspection questions/information on the website, Dave said he would look into it.

Old Business:

The 2025 budget was presented. **The Chair entertained a motion from Ruesink, supported by Herr to approve the budget. The motion passed unanimously.**

New Business:

- A purchase agreement was presented for the property on the corner of Hunt and Bent Oak. Trustee Koehn mentioned that the planning commission should plan on appropriate zoning and allow for completion of the surveys/easement issues.

McGee motioned to table the discussion regarding the sale until the planning commission could meet and discuss, supported by Koehn. The motion passed unanimously.

- **Koehn motioned to allow for the following individuals should be added as signatories for the bank account: Sarah Buku, Jim Malarney, Cora Ramus and Marie Nelson, Ruesink supported the motion. The motion passed unanimously.**

- **Herr motioned to approve a resolution for the Clerk, Sarah Buku and the Supervisor, Steve May to be added as the retirement plan contacts going forward, supported by McGee. The motion passed unanimously.**
- Supervisor May stated that he had spoken with Candice Sandera, who was willing to serve as a new member for the Board of Review.

Herr motioned to appoint Candice Sandera as the new member for the Board of Review and McGee supported the motion. The motion passed unanimously.

- Supervisor May announced at the beginning of the meeting that an additional new business item was to be added to the meeting regarding a resolution to approve the salaries for Clerk, Trustee, Supervisor and Treasurer.
- **The 2025 Salary Resolution for Trustee at: \$4952.26 was motioned to be accepted by McGee and supported by Herr. The motion passed unanimously.**

The 2025 Salary Resolution for Supervisor at: \$24,220.06, was motioned to be accepted by Ruesink and supported by Herr. The motion passed unanimously.

The 2025 Salary Resolution for Treasurer at: \$24,220.06, was motioned to be accepted by Herr and supported by McGee. The motion passed unanimously.

The 2025 Salary Resolution for Clerk at: \$35,202.45, was motioned to be accepted by Ruesink and supported by McGee. The motion passed unanimously.

- Supervisor May requested a motion to add an additional new business item to the agenda regarding a comcast proposal for franchise fees to be given to the township. This was already in effect and has been, but the proposal needed to be renewed.
- **Koehn motioned to add the Comcast Franchise proposal to the agenda and it was supported by McGee. The motion passed unanimously.**

Koehn motioned to approve the Franchise proposal upon township attorney review and McGee supported that motion. The motion passed unanimously.

Public Comment:

- Adam See asked that we look into the streetlights to see if they were LED or not and if we owned them.
- Tom Magnes mentioned that a Google calendar would allow for documents to be published at little to no cost.
- Supervisor May shared his goals for the Township in 2025 - list of those goals are available upon request.
- There were 4 students who attended from Sand Creek Schools to observe.

The meeting adjourned at 8:01 pm.

Respectfully submitted,

Sarah Buku, Clerk

Stephen May, Supervisor