



**CITY OF JONESVILLE
COUNCIL AGENDA
SPECIAL MEETING
APRIL 3, 2024 - 6:30 P.M.
JONESVILLE CITY HALL, 265 E. CHICAGO STREET**

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE

2. APPROVAL OF AGENDA

3. PUBLIC COMMENTS

Citizens wanting to address the Council can do so at this time. Persons addressing the Council are requested to give their name and address for the record when called on by the Mayor.

4. PRESENTATIONS AND RECOGNITIONS

A. None

5. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

A. None

6. REPORTS AND RECOMMENDATIONS

A. Consider Amendment to Early Voting Election Services Agreement

[Action Item]

7. ADJOURN

RULES FOR SPEAKING BEFORE THE JONESVILLE CITY COUNCIL (Adopted 09/05/01)

1. Speakers will have one opportunity to address the Council unless the Mayor allows additional opportunities.
2. Remarks shall be limited to 5 minutes per person and will also be limited to matters before the Council, to Council business or policy, or to issues of community concern or interest that the Council has authority to recommend or act upon. Comments about actions, inactions or performance of the Council are appropriate. Profane, vulgar or abusive language will not be tolerated.
3. The Mayor may grant a speaker additional time under unusual circumstances.
4. Council members and staff will not respond to general audience participation. Matters will be referred to the City Manager who will provide reports at a subsequent meeting/date.
5. The Mayor may call out of order any person who is being disorderly by speaking or otherwise disrupting the proceedings. Such person shall not be permitted to speak and if he/she continues in a disorderly manner, the Mayor may declare a recess and/or ask that the person leave or be removed from the meeting.



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: March 28, 2024
Re: Manager Report and Recommendations – April 3, 2024 Council Special Meeting

6. A. Consider Amendment to Early Voting Election Services Agreement [Action Item]

In September of 2023, the City Council approved the Services Agreement to conduct a single early voting precinct with Hillsdale County and other municipalities in the County. All other municipalities, with the exception of Somerset Township, also entered into the agreement. Somerset Township administered its own early voting precinct for the presidential primary election in February. On March 21st, the Somerset Township Board of Trustees voted to enter into the Agreement to operate a joint precinct. The Board action is summarized on page 6 of the attached Township Board minutes.

Pursuant to State statute, all municipalities must approve the amendment so that their respective Clerks may execute it by April 15th in order to add Somerset Township. The proposed amendment language has been prepared by legal counsel for the County and is attached for reference. Also attached is staff correspondence to the County in reference to costs associated with the amendment. A motion to approve the agreement and to authorize the City Clerk to execute the same is necessary if Council wishes to approve the amendment. *Please refer to the attached Amendment to the Services Agreement, Somerset Township Board Minutes, and correspondence from the City Manager to the Hillsdale County Chief Deputy Clerk.*

AMENDMENT TO AGREEMENT FOR ELECTION SERVICES BETWEEN THE COUNTY OF HILLSDALE AND THE TOWNSHIPS OF ADAMS, ALLEN, AMBOY, CAMBRIA, CAMDEN, FAYETT, HILLSDALE, JEFFERSON, LITCHFIELD, MOSCOW, PITTSFORD, RANSOM, READING, SCPIO, WHEATLAND, WOODBRIDGE, AND WRIGHT; AND THE CITIES OF HILLSDALE, JONESVILLE, LITCHFIELD, AND READING TO ADD THE TOWNSHIP OF SOMERSET AS A PARTICIPATING MUNICIPALITY

This Amendment to County Early Voting Site Agreement (the "Amendment") is entered into as of the _____ day of _____, 2024, (the "Effective Date"), between the County of Hillsdale, a Michigan municipal entity, of 29 N. Howell Street, Hillsdale, Michigan, 49242, (the "County") and the following Michigan municipal entities located in Hillsdale County, Michigan, (the "Municipalities"):

the Township of Adams, of 5675 Knowles Road, North Adams, Michigan, 49262;
the Township of Allen, of PO Box 6, Allen, Michigan, 49227;
the Township of Amboy, of 14840 Grass Lake Road, Camden, Michigan, 49232;
the Township of Cambria, of 7249 Cambria Road, Hillsdale, Michigan, 49242;
the Township of Camden, of 111 S. Main Street, Camden, Michigan, 49232;
the Township of Fayette, of 211 North Street, Jonesville, Michigan, 49250;
the Township of Hillsdale, of 1469 N. Lake Wilson Road, Hillsdale, Michigan, 49242;
the Township of Jefferson, of 2837 Bird Lake Road, Osseo, Michigan, 49266;
the Township of Litchfield, of 9596 Homer Road, Litchfield, Michigan, 49252;
the Township of Moscow, of 7324 E. Chicago Road, Jonesville, Michigan, 49250;
the Township of Pittsford, of 5015 S. Waldron Road, Hudson, Michigan, 49247;
the Township of Ransom, of 5959 Mill Street, Osseo, Michigan, 49266;
the Township of Reading, of 5355 S. Edon Road, Reading, Michigan, 49274;
the Township of Scipio, of 11180 Concord Road, Jonesville, Michigan, 49250;
the Township of Somerset, of 12715 E. Chicago Road, Somerset Center, Michigan, 49282;
the Township of Wheatland, of 2991 N. Waldron Road, North Adams, Michigan, 49262;
the Township of Woodbridge, of 2250 E. Montgomery Road, Frontier, Michigan, 49239;
the Township of Wright, of 112 E. Center Street, Waldron, Michigan, 49288;
the City of Hillsdale, of 97 N. Broad Street, Hillsdale, Michigan, 49242;
the City of Jonesville, of 265 E. Chicago Street, Jonesville, Michigan, 49250;
the City of Litchfield, of 221 Jonesville Street, Litchfield, Michigan, 49252; and
the City of Reading, of 113 S. Main Street, Reading, Michigan, 49274.

1. **BACKGROUND AND PURPOSE.** Pursuant to Article II, Section 4(m) of the Michigan Constitution of 1963 and the Michigan Election Law, 1954 Public Act 116, MCL 168.720a *et seq.*, all of the above-referenced municipalities, with the exception of the Township of Somerset, previously entered into a County Early Voting Site Agreement (the "Early Voting Agreement") with the County with an effective date of September 26, 2023. At that time the Township of Somerset declined to participate in the Early Voting Agreement. However, the Township of Somerset has since determined that it desires to join as a participating municipality in the Early Voting Agreement with the County as permitted by MCL 168.720d(4). Therefore, the parties enter into this Amendment for the purpose of amending the Early Voting Agreement dated

September 26, 2023, to add the Township of Somerset as a participating municipality pursuant to MCL 168.720d(4).

2. ADDITION OF THE TOWNSHIP OF SOMERSET. The parties hereby agree that the Township of Somerset is hereby added as a participating municipality to the Early Voting Agreement, and the Township of Somerset hereby agrees to be bound by the terms of said Early Voting Agreement, as amended herein.

3. AMENDED PROVISIONS. In order to incorporate the Township of Somerset as a party to the Early Voting Agreement, the following provisions of the Early Voting Agreement are hereby expressly amended to provide as follows:

a. The chart incorporated into the “Background and Purpose” section of the Early Voting Agreement is hereby amended to add the Township of Somerset and to indicate that the Township has 2 voting precincts and 4118 registered electors as of August 4, 2023.

b. The Early Voting Plan attached as Exhibit A to the Early Voting Agreement is hereby amended in the manner set forth on Amended Exhibit A attached hereto.

c. The list of Site Supervisors attached as Exhibit B to the Early Voting Agreement is hereby amended in the manner set forth on Amended Exhibit B attached hereto.

4. REMAINDER OF AGREEMENT REMAINS IN FORCE. Except as expressly modified herein, the terms of the Early Voting Agreement dated September 26, 2023, shall remain in full force and effect.

The parties enter into this Amendment as of the Effective Date stated above.

_____	_____	_____
Printed name of County Clerk	Signature of County Clerk	Date
_____	_____	_____
Adams Township Clerk	Signature	Date
_____	_____	_____
Allen Township Clerk	Signature	Date
_____	_____	_____
Amboy Township Clerk	Signature	Date

Cambria Township Clerk

Signature

Date

Camden Township Clerk

Signature

Date

Fayette Township Clerk

Signature

Date

Hillsdale Township Clerk

Signature

Date

Jefferson Township Clerk

Signature

Date

Litchfield Township Clerk

Signature

Date

Moscow Township Clerk

Signature

Date

Pittsford Township Clerk

Signature

Date

Ransom Township Clerk

Signature

Date

Reading Township Clerk

Signature

Date

Scipio Township Clerk

Signature

Date

Somerset Township Clerk

Signature

Date

Wheatland Township Clerk

Signature

Date

Woodbridge Township Clerk

Signature

Date

Wright Township Clerk

Signature

Date

City of Hillsdale Clerk

Signature

Date

City of Jonesville Clerk

Signature

Date

City of Litchfield Clerk

Signature

Date

City of Reading Clerk

Signature

Date

DRAFT

EXHIBIT A: Early Voting Plan

No later than 120 days before the first statewide or federal election in each even numbered year, the coordinator is responsible for ensuring an Early Voting Plan, covering the parties to the County Agreement, is filed with the county clerk of the county.

Not less than 45 days before the first early voting day allowed by statute, the coordinator will be responsible for providing the Secretary of State any changes made a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each joint early voting site operated by the participating county and municipalities. This ensure that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State’s website.

Plan Coverage: County Agreement

Coordinator of County Agreement:

Name of Coordinator	Position	Email Address	Phone Number
Abe Dane	Chief Deputy Clerk	a.dane@co.hillsdale.mi.us	517-437-3391

County:

Name of county	Clerk of County
County of Hillsdale	Marney M. Kast

Municipality 1:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Adams	Suzy Roberts	1	2018

Municipality 2:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Allen	Jessica Kratzer	1	1474

Municipality 3:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Amboy	Betty Burkhart	1	1037

Municipality 4:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Cambria	Carol A. Rosales	1	2147

Municipality 5:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Camden	Kristina Dewey	1	1482

Municipality 6:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Fayette	Karen Sparks	1	985

Municipality 7:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Hillsdale	Janel Stewart	1	1823

Municipality 8:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Jefferson	Debra Penney	1	2700

Municipality 9:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Litchfield	Vicki Heckel	1	847

Municipality 10:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Moscow	Sheri Gower	1	1175

Municipality 11:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Pittsford	Cinda L. Walton	1	1222

Municipality 12:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Ransom	Cathy Burkhart	1	673

Municipality 13:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Reading	Kathy Flaughner	1	1546

Municipality 14:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Scipio	Judy Leedy	1	1586

Municipality 15:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Somerset	Michael Bohnet	2	4118

Municipality 16:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Wheatland	Dawn J. Johnson	1	1021

Municipality 17:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Woodbridge	Martha Crow	1	789

Municipality 18:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Wright	Maghann Zimmerman	1	1320

Municipality 19:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Hillsdale	Katy Price	4	5735

Municipality 20:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Jonesville	Cindy Means	1	1719

Municipality 21:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Litchfield	Susan Ballinger	1	1059

Municipality 22:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Reading	Kimberly Blythe	1	845

Early Voting Location Information:

	Early voting site #1
Location of site	29 N. Howell Street, Room 2, Hillsdale, MI 49242
Municipalities served at site	The Townships of Adams, Allen, Amboy, Cambria, Camden, Fayette, Hillsdale, Jefferson, Litchfield, Moscow, Pittsford, Ransom, Reading, Scipio, Wheatland, Woodbridge, and Wright; and the Cities of Hillsdale, Jonesville, Litchfield, and Reading.
Number of Election Workers at site	4 + Site Supervisor
Is this an EV site for all 9 days of Constitutionally-required early voting? (Y/N)	Yes
Hours for 9 days of Constitutionally-required early voting	Day 1, Saturday: 8:00 a.m. to 4:00 p.m. Day 2, Sunday: 12:00 p.m. to 8:00 p.m. Day 3, Monday: 9:00 a.m. to 5:00 p.m. Day 4, Tuesday: 9:00 a.m. to 5:00 p.m. Day 5, Wednesday: 9:00 a.m. to 5:00 p.m. Day 6, Thursday: 11:00 a.m. to 7:00 p.m. Day 7, Friday: 9:00 a.m. to 5:00 p.m. Day 8, Saturday: 8:00 a.m. to 4:00 p.m. Day 9, Sunday: 12:00 p.m. to 8:00 p.m.
How many (if any) additional days of early voting will be provided at this site?	None
Hours for any additional days of early voting	N/A
Is this site ADA compliant?	Yes
In selecting this site, did you take into account expected turnout, population density, public transportation, accessibility, travel time, travel patterns, and any other relevant considerations?	Location is centrally located in the highest populated portion of the county with numerous public parking options and public transportation available within the City.

Early Voting Equipment Information:

	Early voting site #1
Number of tabulators at site	2
Municipality responsible for providing tabulators	County
Number of early voting poll book laptops	1

Municipality responsible for providing early voting poll book laptops	County
Clerk responsible for taking necessary steps to set up the early voting poll book laptops	Chief Deputy County Clerk, Abe Dane

Describe the communication strategy for informing electors of their opportunity for early voting:

The County Clerk’s Office will plan at least one radio spotlight on Radio Hillsdale, WCSR 92.1 FM along with Notices posted at the County Courthouse, the County Office Building, and each municipal office location where notices are usually posted. The County Clerk’s Office will also issue press releases and purchase ad space in the public/legal notices section of the Hillsdale Daily News. The County website and any municipalities who are parties to this agreement and have a website will post information regarding the opportunity for early voting. If State funding is available, radio ads and other media may be purchased as well.

EXHIBIT B: SITE SUPERVISORS

February 27, 2024 Pres. Primary	Supervisor at Early voting site
Early Voting Day 1	Susan Ruder, Ransom Township Clerk
Early Voting Day 2	Judy Leedy, Scipio Township Clerk
Early Voting Day 3	Deb Penney, Jefferson Township Clerk
Early Voting Day 4	Dawn Johnson, Wheatland Township Clerk
Early Voting Day 5	Katy Price, City of Hillsdale Clerk
Early Voting Day 6	Kym Blythe, City of Reading Clerk
Early Voting Day 7	Maghann Zimmerman, Wright Township Clerk
Early Voting Day 8	Kris Dewey, Camden Township Clerk
Early Voting Day 9	Susan Ballinger, City of Litchfield Clerk
August 6, 2024 Primary Election	Supervisor at Early voting site
Early Voting Day 1	Martha Crow, Woodbridge Township Clerk
Early Voting Day 2	Maghann Zimmerman, Wright Township Clerk
Early Voting Day 3	Sheri Gower, Moscow Township Clerk
Early Voting Day 4	Katy Price, City of Hillsdale Clerk
Early Voting Day 5	Cinda Walton, Pittsford Township Clerk
Early Voting Day 6	Mike Bohnet, Somerset Township Clerk
Early Voting Day 7	Janel Stewart, Hillsdale Township Clerk
Early Voting Day 8	Kathy Flaughner, Reading Township Clerk
Early Voting Day 9	Cindy Means, City of Jonesville Clerk
November 5, 2023 Presidential Election	Supervisor at Early voting site
Early Voting Day 1	Dawn Johnson, Wheatland Township Clerk
Early Voting Day 2	Cindy Means, City of Jonesville Clerk
Early Voting Day 3	Janel Stewart, Hillsdale Township Clerk
Early Voting Day 4	Betty Burkhart, Amboy Township Clerk
Early Voting Day 5	Katy Price, City of Hillsdale Clerk
Early Voting Day 6	Suzy Roberts, Adams Township Clerk
Early Voting Day 7	Carol Rosales, Cambria Township Clerk
Early Voting Day 8	Vicki Heckel, Litchfield Township Clerk
Early Voting Day 9	Susan Ballinger, City of Litchfield Clerk

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 1 of 8

CALL TO ORDER - The regular meeting of the Township of Somerset Board of Trustees was called to order by Supervisor Shaw on Thursday, March 21, 2024 at 7:00PM in the Somerset Township Community Room, 12715 E. Chicago Rd. Somerset Center, MI, 49282, The Pledge of Allegiance was said. There were 11 citizens in attendance. Roll Call of Board members:

Supervisor - Tim Shaw – (Present)

Treasurer - Sharon Grech - (Present)

Trustee - Steve Meckley – (Present)

Trustee - David Pumfrey - (Present)

Clerk - Mike Bohnet – (Present)

AGENDA – Supervisor Shaw explained how the meeting minutes and roll call votes will be recorded by Township Coordinator Shaina Kulczycki. Supervisor Shaw asked if there were any additions or corrections to the agenda. Meckley moved to approve the agenda as presented. Second Grech. Vote taken: Ayes: 5. Nays: 0. Absent 0. Motion carried. Agenda approved.

SUPERVISOR COMMENTS –Supervisor Shaw said that attendees have 3 minutes to address the Board at the beginning and at the end of the meeting.

PUBLIC COMMENT - Opened at 7:01 PM. Two (2) citizens came forward to speak. Public Comment closed at 7:12 PM.

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 2 of 8

Fire & Rescue –Assistant Fire Chief, Richard Sleeman gave the Fire & Rescue report for the month of February, 2024. Fire and EMS calls for February 2024 were 68 calls for a total of 160 calls, which is a decrease of 5 calls compared to last year. There were 59 Medical Emergencies, 4 fires, 2 vehicle accidents and 3 other calls. Fuel consumption was 57.2 gal of Diesel and 168.1 gal. gas. (See Attachment #1).

Treasurer Report – Treasurer Grech gave the February 29, 2024 Treasurer’s report. Grech reviewed all bank accounts. All funds balance was \$4,260,627.73. Treasurer Grech said the Wells Fargo CD matures on April 10, 2024. Grech reviewed MBS current CD offerings. (Attachments #2 & #3).

Wells Fargo CD – Following discussion, Grech moved to roll the current Wells Fargo CD over to Bank of America CD that matures in one (1)-year at an interest rate of 5.05%. Second Pumfrey. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: None. Absent: None. Motion carried.

Police Report - Police Chief Gessner gave the Police report for the month of February, 2024. Hours worked were 301, miles patrolled were 2,384 and there were 2 citations issued, there were 4 vehicle crashes, 8 assists to STFD and 99 incident reports. Gas consumption was 236.8 gallons. Chief Gessner updated the status of Officer Keegan McKenna’s hiring progress. (Attachment #4).

Parks & Rec Committee - Shaina Kulczycki read the Parks and Rec. Committee report from the March 4, 2023 meeting. Rathskeller rental details are almost confirmed and will soon be announced. Grech said the security system has been put in place for inside the Rathskeller building, next will be setting up the outdoor security cameras. Path lights outside won’t be installed until better weather allows. (Attachment #5).

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 3 of 8

Jerome Community Building — Delores Smith-Post gave the JCB report from the March 14, 2024 meeting. Smith-Post said that downstairs bathroom stalls and upstairs floor are finished, and woodwork/walls repainted. A Girl Scout Troop will be donating funds to install a baby changing station in the restroom. Smith said that 40 spots have been rented for the Spring Craft Show Fundraiser. There were 25 volunteer hours. (See Attachment #6).

Supervisors Report – Shaw said there have been numerous calls about a pothole on Vicary Road, and Grech mentioned the potholes in the Somerset Township Hall parking lot. Shaw has a meeting scheduled with the Road Commissioner scheduled in April 2024.

Assessor Report — Shaw read the Assessors Report. The March Board of Review went well and heard a total of 14 petitions. All decisions made by the Board have been sent to property owners on March 18, 2024. All required documents have been submitted to Hillsdale County Equalization Department for review. (See Attachment #7).

Zoning Administrator – Richard La Rowe stated the Township's need to address potential policies for both larger, non-commercial solar panel complexes. La Rowe said the Hillsdale Planning Commission is working with MTA to make ordinance recommendations. There will be a Variance Request Public Hearing scheduled for April 9th, 2024 at 7:00PM with the Zoning Board of Appeals. (Attachment #8)

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 4 of 8

Hillsdale County Commissioner – Commissioner Brent Leininger said the County will take up a resolution for Citizens for Local Control. Renovation on the courthouse is progressing and payment of \$10,817,000 has been approved for the project. The Drain Commissioner will be focusing efforts on Lake LeAnn and Lake Somerset to maintain lake levels. EGLE has also approved the permit to start work on the Lake Somerset dam. Leininger explained the upcoming millage renewals on the August ballot. Leininger updated the Board on the Michindoh Aquifer and legality issues between county and state lines. In June, EGLE will be drilling six (6) wells in Hillsdale County to monitor the Michindoh Aquifer.

Hillsdale County Road Commission (HCRC)– Commissioner Mark Kline advised the Supervisor that he would not be at this meeting.

Planning Commission — Clerk Bohnet said The Planning Commission did not meet in March 2024.

Crystal Lake Perch Lake SAD — Clerk Bohnet reviewed revenues and expenditures for the Crystal Lake/ Perch Lake SAD. Revenue is \$69,790.75 and Expenses were \$43,372.41. Account balance is \$26,418.34. Revenues for 2024 from taxes is \$19,320. (See Attach. #9).

Election Report – Clerk Bohnet reviewed the voting from the February 27, 2024, Presidential Primary Election. Clerk Bohnet read the comments made by the Canvass Board regarding Somerset Township and the February 27, 2024 Election. Bohnet read a letter from Hillsdale County Deputy Clerk, Abe Dane regarding Narcan Preventive measures. (See Attachment #10, #11 & #12).

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 5 of 8

Flash Report 12-31-2023 - Clerk Bohnet reported that expenditures of \$2,312K exceeded revenues of \$1,766K by \$546K YTD February 29, 2024. Expenditures were 63% of the 2023/24 Amended Budget of \$3,674K. Burn Rate or the next 4 months is \$341K. (See Attachment #13 & #14).

February 2024 bills and payroll as prepared by Deputy Clerk, Uyttenhove - Clerk Bohnet reviewed the February 2024 accounts payables and payroll. Bohnet moved to approve accounts payables of \$96,806.45 and payroll of \$70,886.24 for a \$167,692.69. Second Grech. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: None. Absent: None. Motion carried. (See Attachment #15, #16 & #17).

CONSENT AGENDA - Shaw asked the Board's wishes regarding the Consent Agenda. Meckley moved to approve the Consent Agenda as presented. Second Pumfrey. Vote taken. Ayes: 5. Nays: 0. Absent 0. Motion carried, Consent Agenda approved.

Approve Minutes from February 15, 2024 Regular Meeting,
Communications for March, 2024.

UNFINISHED BUSINESS

Computer Ties Proposal – After discussion of current IT services and Township needs, Meckley moved to sign a six (6)-month contract with Computer Ties for remote IT services for \$800.00/month effective April 1st, 2024. Any in-person services to be billed at \$95.00/hour (billed in 15 minute increments). Second Pumfrey. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: None. Absent: None. Motion carried. (See Attachment #18).

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 6 of 8

Fire Building Addition – Clerk Bohnet said that expenditures to date are \$181,200. Waiting on Consumers to address heat and need invoice for concrete work. (See Attachment #19).

Quality Asphalt Paving, Inc.- Pumfrey moved to hire Quality Asphalt Paving, Inc. for the new Fire Building parking lot for a total \$57,930. Second Grech. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: None. Absent: None. (See Attachment #20 & 21).

AJ Doors LLC – Meckley moved to use AJ Doors LLC to replace broken fire building doors for \$7,597.17, and to keep the existing door openers. Second Bohnet. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: None. Absent: None. (See Attachment #22).

NEW BUSINESS

Early voting agreement with Hillsdale County – Following discussion on the early voting procedures, Clerk Bohnet moved for Somerset Township to be included with the Hillsdale County early voting for the August 2024 and November 2024 elections. Second Grech. Roll call Vote was taken with Ayes: Pumfrey, Grech, Bohnet and Shaw. Nays: Shaw, Meckley. Absent: None. Motion carried. (See Attachment #23)

Appoint John Scaramucci to Parks and Rec Committee – Grech moved to appoint John Scaramucci to the Parks and Rec Committee. Second Bohnet. Vote taken: Ayes: 5. Nays: 0. Absent 0. Motion carried.

Appoint Susan White to Zoning Board of Appeal – Shaw moved to appoint Susan White to Zoning Board of Appeal. Second Pumfrey. Vote taken: Ayes: 5. Nays: 0. Absent 0. Motion carried.

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 7 of 8

Budget Amendment 3rd Quarter 2023-24 - Clerk Bohnet said there were no budget amendments for the 3rd Quarter 2023-24.

Baycom-Panasonic Tough Book – Police Chief Gessner reviewed the Tough Book system that would update the computer for the third Police Department vehicle. Grech moved to approve the purchase of the Baycom-Panasonic Tough Book for \$7,395 & Second Pumfrey. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: None. Absent: None. (See Attachment #24)

Kiesler Police support – Yearly ammunition purchase for \$2,382.72. The amount is under \$2,500, no action needed.(See Attachment #25).

Mowing Contracts -2024-2026 - Clerk Bohnet reviewed the Summary of Mowing Contract Bids. (See Attachment #26)

- **Municipal Building** – Shaw moved to approve Cut Rite a three (3)-year contract for the Municipal Building for the following amounts: Year 2024-\$1,300. Year 2025-\$1,340. Year 2026- \$1,380. Second Grech. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: Absent: None. Motion carried.
- **Somerset Cemetery and Aldrich East/West Cemetery** - Shaw moved to approve TKC Lawn, Snow & Wood, LLC a three (3)-year contract for Somerset Cemetery Aldrich East and West Cemeteries for the following amounts:
 - Somerset Cemetery
 - Year 2024-\$4,050. Year 2025-\$4,200. Year 2026-\$4,350.
 - Aldrich East and Aldrich West Cemetery
 - Year 2024-\$4,700. Year 2025-\$4,900. Year 2026-\$5,100.

Second Meckley. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley and Shaw. Nays: Bohnet. Absent: None. Motion carried.

TOWNSHIP OF SOMERSET, COUNTY OF HILLSDALE, MICHIGAN

BOARD OF TRUSTEES MINUTES FOR MARCH 21, 2024/Page 8 of 8

- **Jerome Community Building and Jerome Cemetery-** Shaw moved to approve Pumfrey's Custom Mowing a three (3)-year 2024-2026 contract for the Jerome Community Building and Jerome Cemetery for the following amounts:
 - Jerome Community Building
 - Year 2024-\$1,450. Year 2025-\$1,450. Year 2026-\$1,508.
 - Jerome Cemetery Year
 - 2024-\$2,750. Year 2025-\$2,750. Year 2026-\$2,860.

Second Meckley. Roll call Vote was taken with Ayes: Grech, Meckley and Shaw. Nays: Bohnet. Abstain: Pumfrey. Absent: None. Motion carried.

Employee Handbook- Supervisor Shaw reviewed the current draft of the Somerset Township Employee Handbook. Following discussion, Board members were asked to review the draft, and submit edits to be approved at the April 2024 Board meeting.

Township Clean-up Dates – After discussion of the cost of tire removal, Bohnet moved to approve for May 18, 2024 without tire pick-up, and consider October 19th, 2024 with tire pick-up (estimate \$2,000) at a later date. Second Grech. Roll call Vote was taken with Ayes: Pumfrey, Grech, Meckley, Bohnet and Shaw. Nays: None. Absent: None. Motion carried.

ANNOUNCEMENTS –Zoning Board of Appeals meeting April 9, 2024 at 7:00PM

PUBLIC COMMENT- Opened at 9:13PM. Four (4) citizens came forward to speak. Public Comment closed at 9:21PM.

Board Comment- Supervisor Shaw said the Township will send a request for proposal for 2024 Township insurance to prepare for the next Board meeting.

Hearing no further business Supervisor Shaw adjourned the March 21, 2024 Board Meeting at 9:22PM.

Respectfully submitted by Shaina Kulczycki, Somerset Township Coordinator.



March 28, 2024

Abe Dane
Chief Deputy Clerk
Hillsdale County
29 N. Howell Street, #1
Hillsdale, MI 49242

via email (a.dane@co.hillsdale.mi.us)

Re: Amendment to Early Voting Agreement

Dear Abe,

This letter is written in follow up to our recent conversations regarding the amendment to early voting agreement to allow the addition of Somerset Township. The City is able to confirm that we will have a quorum of City Council available to consider the amendment at a Special Meeting to be held on Wednesday, April 3, 2024 at 6:30 p.m. at the Jonesville City Hall. The meeting is being called for the purpose of considering the amendment to the agreement, as the Council is not scheduled to have a regular meeting prior to the statutory deadline of April 15th.

As you know, when the original agreement was approved in September of 2023, the parties agreed to split the costs associated with the development of the agreement. The City did not oppose the decision by the Somerset Township Board of Trustees to run its own early voting precinct separate from the rest of the municipalities in the County. The City staff has previously recommended to the City Council that a jointly operated early voting precinct is in the best financial interests of the taxpayers of the City; and we do not, necessarily, oppose the addition of Somerset Township to the agreement.

However, their addition at this time introduces costs that would not be incurred by the parties had Somerset Township opted to join the Agreement in 2023. These expressly include attorney costs for development of the amendment and, in the case of the City of Jonesville, special meeting costs.

I am disappointed to see that the amendment does not include language for the recovery of these costs, as it is my view that they are outside of the scope of the original agreement and should not be the responsibility, in whole or in part, by the taxpayers of the City of Jonesville.

Section 10.1.1 of the original agreement states "The County is hereby designated as the party responsible for requesting and dispensing all funds related to early voting." I respectfully request that the County seek payment of legal and special meeting fees from Somerset Township as a condition of the amendment. The special meeting fee in Jonesville is \$250. Please note that this nominal fee does not cover the total cost to compensate the City Council for attendance, let alone administrative costs associated with the meeting.

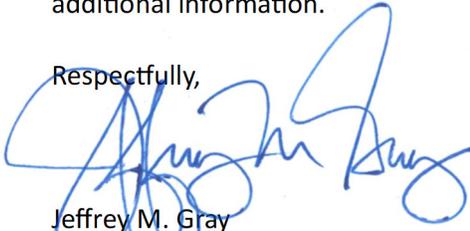
Abe Dane, Amendment to Early Voting Agreement

March 28, 2024

Page 2 of 2

Thank you for consideration of my request. And thank you for your willingness to attend the Council meeting on April 3rd. Please do not hesitate to contact me if you have any questions or require additional information.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jeffrey M. Gray", is written over the word "Respectfully,".

Jeffrey M. Gray
City Manager

cc: Jonesville City Council
Michael Bohnet, Somerset Township Clerk (via email, clerk@somersettownship.org)
Cindy Means, Jonesville City Clerk (via email, clerk@jonesville.org)
Tom Thompson, Lovinger and Thompson (via email, tlthompsonsr@me.com)