

Draft Minutes

WAYNE TOWNSHIP BOARD MEETING MONTHLY MEETING MINUTES September 4, 2025

Call to Order: Supervisor Davis called the meeting to order at 6:35 P.M.

Attendance: **Township Board:** David Davis, Supervisor; Kurt Reich, Clerk; Judith Fusko, Treasurer; James Griggs, Trustee; Mandy Wallace, Trustee

County Commissioners:

Citizens: Craig Yeager, Tom Jaslowski, Don Wolford, Lois Koel, Craig Schmidt, Julie Dye

Pledge: The pledge to the flag of the United States was led by Supervisor Davis.

Invocation: The invocation was said by Trustee Griggs.

Approval of September 4 Agenda: *Motion by Wallace to approve the proposed Agenda. Support by Fusko. Motion carried.*

Approval of August 4, 2025 Minutes: *Motion by Fusko to approve the minutes of the August 4, 2025 minutes with the correction that maintenance of the emergency siren at Twin Lakes would cost \$500.00 per year for four years. Support by Wallace. Motion carried.*

Treasurer's Report: Previous General Fund Balance: \$557,767.42; Receipts: \$8,753.23; Expenditures: \$24,761.53; New General Fund Balance: \$541,759.12. Previous Fire Fund Balance: \$427,948.30; Receipts: \$4,477.70; Expenditures: \$1,672.00; New Fire Department Fund Balance: \$430,754.00. New Trust and Agency Balance: \$192,418.20. *Motion by Griggs to approve the Treasurer's Report. Support by Davis. Motion carried.*

County Commissioner Report: The Commissioners were absent due to attending their own meeting.

Public Comment(s): **Lois Koel:** Loel, a member of the Conservation District Board, said that Plat Books are for sale for \$27.00. She reminded people that a permit is needed from Soil Erosion and Conservation when digging near a pond, lake, or stream. She also listed employees in the office. Koel took questions from the audience at the end of her presentation.

Reports:

- A. Building Inspector: 3 permits
- B. Zoning Administrator: 2 permits
- C. Electrical Inspector: 2 permits
- D. Mechanical Inspector: 2 permits
- E. Plumbing Inspector: 0 permits
- F. Assessor Report: Davis said that one Land Division had been purchased by Albert Velthouse.
- G. Cemetery Manager Report: Craig Yeager said that there had been one full burial and one cremation. He also reported that there had not been any sales of lots or plots.
- H. Fire Board Report: Don Wolford (speaking in place of Jim Lawrence) said that the volunteers are requesting that an area about two acres in size (on the township property behind the Township Hall) be cleared for training purposes. This area would allow the firemen to train here—instead of having to go to other municipalities for training. There will be a driveway to the area. Craig said he would like the area visible to the public. He felt this could possibly encourage new volunteers join the department. Fusko said she

would prefer that the area could not be seen from the parking lot. Dave Davis suggested that the firemen form a committee to come up with ideas for the area.

Fire Chief Yeager: Yeager reported that there had been 21 calls in August (13 in Wayne Township, 7 in Volinia Township and 1 in the City of Dowagiac). He said that the firemen are undergoing CPR training for their yearly certification. Yeager ended his report reporting that the Fire Board gave him permission to get rid of the old extraction equipment.

- I. Blight Report: There was no report from Zoning Solutions, however, Fusko went over several items she had been working on. These are on the written report she turned in. She also discussed the house at the end of Jeffrey St. This house had been hit by a tree in the tornado. The owners had no insurance and had no money to remove the tree or repair the house. Fusko said the owners have left with no forwarding information. There was a long discussion on the report and on ways to correct the property. ***Motion by Reich to have the home on Jeffreys turned over to a magistrate for corrective action. Support by Davis. Motion carried.*** In other action Fusko showed pictures on properties she felt are really lovely. She will send letters to a couple of the owners complimenting them on the neatness of their property.
- J. Unsafe Buildings: Unsafe Buildings were discussed in the Blight Report.
- K. Zoning Violations: There was no report.
- L. Planning Commission: The next meeting will be held on September 11. Griggs went over several issues that may be discussed.
- M. Zoning Board of Appeals: Reich said that one variance had been granted to Michael and Cristi Rider.
- N. Dowagiac District Library: Reich said that a new director will be on duty soon. He told the Board that the Township has another representative, Mitch Billingham, on the Library Board and that he is inviting him to the next Township Board meeting.
- O. Emergency Services Authority: Davis said that he is on the committee to get a contract with SMCAS for ambulance coverage. He said that the parties are close to an agreement. Judy said that she will need to know the cost of the contract so the Township Board can set the amount each homeowner will need to be charged on their Winter Tax bill.
- P. Treasurer's Report: Fusko said that her office has been very busy. She gave the Board a written report for them to go over. Fusko said she needs to get another bank set up to Deposit funds into and has chosen United Federal Credit Union in Niles. She said a resolution is needed for such action. She presented Resolution R-25-09-01 for approval. ***Motion by Reich to approve Resolution R-25-09-01 to have United Federal Credit Union in Niles as an institution to hold Township funds. Support by Davis. Roll call vote: Kurt Reich, yes; Judith Fusko, yes; Mandy Wallace, yes; James Griggs, yes; David Davis, yes. With five yes votes and zero no votes, the resolution was passed unanimously.***
Judy gave a list of several Budget Amendments that are needed. ***Motion by Judith Fusko to approve the budget amendments she had listed. Support by Mandy Wallace. Roll call vote: Judith Fusko, yes; Kurt Reich, yes; David Davis, yes; James Griggs, yes; Mandy Wallace, yes. With five yes votes and zero no votes, the motion was passed unanimously.***

Fusko said there is a leak at the front door. It is assumed the leak will be fixed when the new roof is put on.

- Q.** Clerk's Report: Reich reminded the Board there will be county-wide election in November for a renewal millage for the Country Medical Care Facility and a millage increase for township residents in the Dowagiac School District. He then said that Carol had recommended to him that he ask the Board to allow him to get a new computer for his office due to the age of his computer. (Reich said that his computer was purchased several years ago by the State as a new Poll Book. After several elections the computer came to be his office computer.) ***Motion by Reich to have Griggs purchase a new computer for his office. Support by Davis. Motion carried.***
- Q.** Supervisor's Report: Davis said that he had worked on some blight cases. He also met with the owner of property on the east corner of Marcellus Highway and Atwood Rd. The Road Commission had tried to correct a drainage problem which the property owner said had aimed gravel and water onto his property. Davis said that no work has been done on the culvert at Atwood Rd. and Dewey Lake St.
- R.** Website: Griggs said that the website now has the approved minutes and draft minutes he has been sent by the Clerk as well as amended meeting dates.
- S.** Payment of Bills: ***Motion by Fusko to pay the bills as listed. Support by Reich. Motion carried.***

Unfinished Business:

- A. Metal Roof:** Griggs said that he had a firm figure of \$35,220.00 to install a new metal roof with a forty year warranty and the current heat tapes reinstalled. ***Motion by Reich to approve the metal roof as recommended by Griggs. Support by Davis. Motion carried.***
- B. Propane Supplier:** Davis said that MEC is ready to start the process of MEC taking over as propane supplier to the Township Hall and Fire Station. Reich said that he will be at the hall on Tuesday when MEC wants to conduct leak tests on the propane lines.
- C. Report on Southwest Michigan Materials Management Committee:** Mandy Wallace said that she had attended the August 18 meeting.

New Business:

- A. Zoning Fees Reviewed:** Reich passed out a sheet with the current Zoning Fees listed. He asked the Board members to look over the fees and come back at the next meeting with any suggestions for revisions.
- B. Short Term Rental Fees:** Griggs passed out a proposed application for a Short Term Rental which included proposed fees. This would be given to owners of Short Term rental units. The fees were discussed with Mark Davis and Scott Saunders.
- C. Install Light Over the North Meeting Room Door:** ***Motion by Davis to install a solar powered light to light up the exit door. The light will be fastened to the radio tower at a cost not to exceed \$350.00. Support by Griggs. Motion carried.***

Public Comments: **Lois Koel:** Koel asked if more computers than just the one in Reich's office need to be replaced. There was consensus that no other computers need to be replaced at this time.

Adjournment: *The meeting was adjourned at 8:33 P.M.*

Respectfully submitted by Kurt Reich, Wayne Township Clerk