

**CHIPPEWA TOWNSHIP
BOARD MEETING
December 4, 2024
CHIPPEWA TOWNSHIP COMMUNITY BUILDING
6:30 P.M.**

The Chippewa Township REGULAR Board meeting was called to order by the Chippewa Township Supervisor, Shirley Hazen at 6:30 P.M.

The Pledge of Allegiance was recited.

ROLL CALL: Present: Shirley Hazen, Kristin Lytle, Julie Austin, Debbie Zielinski, and Annette Walters.

Absent: None

Let the record show a quorum of the Chippewa Township Board was present.

MOTION J.Austin/D.Zielinski to approve the minutes of the November 13, 2024, Regular Township Board Meeting, and place on file. **MOTION CARRIED**

TREASURER REPORT: Account Balance as of 11/3/2024 is \$332,610.54. **MOTION K.Lytle/D.Zielinski** to approve the Treasurer Report and place it on file. **MOTION CARRIED**

PUBLIC COMMENT:

LIBRARY REPORT:

Library representative, Linda Myers reported that the library millage passed by 76%. There will be no December meeting. D.Soper donated \$5000 to the library to be used as Marcia sees fit. **MOTION J.Austin/K.Lytle** to approve the Library Report and place it on file. **MOTION CARRIED**

ASSESSING REPORT:

Andrea reported that she Processed 10 deeds, 3 PTAs, 1 PREs, 2Denials, 1 Rescinds and 3 address changes. She has received 1 Qualified Forest Exemption. Board of Review will be December 10th and is for Clerical errors and poverty exemptions. Andrea will not be at the December Board of Review. Andrea will not be available from December 10th through December 13th. Andrea will be doing building permit inspections late in December and will let K.Lytle or J.Austin know when she'll be in the area. **MOTION K.Lytle/D.Zielinski** to approve place the Assessors Report on file.

COUNTY COMMISSIONER REPORT:

County Commissioner, Jerrilynn Strong reported that the MCRC road force is at 38 employees. EMS had 479 runs in November and 6067 YTD. 3 EMT's were honored for saving a life. The Budget hearing is 12/5/2024. AED's are still in transit.

MOTION J.Austin/D.Zielinski to approve the County Commissioners Report and place it on file. **MOTION CARRIED**

TOWNSHIP OFFICES UPDATES:

Walls and ceiling insulation completed. The firestop and walls drywall hung; drywall mudding completed. Excavation, culvert, land shaping, and gravel driveway completed. Gutter and downspouts completed.

Next Steps to be completed within 6 weeks: Office to Community Building door cutout and door installation, hose bibs installation, install window and door trim, prime and paint walls and trim. Stain and finish doors, furnace installation, drop ceiling and lighting, install doors, flooring, base trim and install column covers.

ELECTION UPDATE:

K.Lytle informed the Board that out of 20 precincts in Mecosta County, only 3 precincts were balanced. (Chippewa, Hinton, and Sheridan).

We received reimbursement for the Early Voting for the August 2024 Election.

K.Lytle turned in all the paperwork for reimbursement for the Early Voting for the November 2024 Election. The Board members Thanked K.Lytle for her work on the Elections.

EMPLOYEE END OF YEAR:

RESOLUTION K.Lytle/J.Austin to appropriate \$250.00 for each B.O.R. Member, Election Inspector, Library Board Member and Sewer Employees and \$150 for the Township Assessor and Township Maintenance. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

C.L. SEWER DISTRICT:

RESOLUTION K.Lytle/A.Walters to appoint J.Austin as the Sewer. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

OPERATOR RETIRING:

Sewer Operator, Scott Rice, turned in his retirement paperwork and his last day was December 3rd. He is moving to Arkansas, and we wish him the best in his new adventure.

MOTION J.Austin/K.Lytle to accept Scott Rice's resignation. **MOTION CARRIED**

RESOLUTION K.Lytle/D.Zielsinski to appoint Tech 1, Cody Austin as the New Sewer Operator. **ROLL CALL VOTE: 4 ayes, 0 absent, 0 nays RESOLUTION CARRIED** (J.Austin abstained from voting)

TECH 1:

MOTION K.Lytle/D.Zielinski to allow Sewer Coordinator, J.Austin to handle the replacement of the Tech 1 employee as well as Cemetery Sexton and intermittent Twp. Maintenance employee. **MOTION CARRIED**

C.L. WEED CONTROL:

RESOLUTION J.Austin/A.Walters to appoint K.Lytle as the C.L. Weed Control Manager. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

There is a meeting with people interested in being involved with water quality monitoring on December 6th. B.Roels will be doing an overview of the tasks, equipment, paperwork and responsibilities with the Cooperative Lakes Monitoring Program along with working with the Township. CLMP Training is in April for all new volunteers in Muskegon (No cost to attend, Chippewa Township is responsible for expenses) Ordering supplies for 2025, Evaluate interest and recommend a lead person to take over B.Roels duties, and follow up with Township with recommendations including a group leader. **MOTION J.Austin/D.Zielinski** to place the CLWD report on file. **MOTION CARRIED**

APPROVAL OF THE BILLS:

Bills were electronically or personally provided to all Board members prior to the meeting; for review, along with an approval signature voucher. **RESOLUTION K.Lytle/A.Walters** to pay General Fund bills, check numbers 14426 - 14465 in the amount of \$76,113.46, The Sewer District checks 11729 - 11752 in the amount of \$15,130.93, And the CLWD check numbers 792 in the amount of \$116.66. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

CORRESPONDENCE:

K.Lytle read the November Sheriff's report.

MOTION J.Austin/D.Zielinski to place correspondence on file. **MOTION CARRIED**

PUBLIC COMMENT:

Merry Christmas, Everyone.

BEING no further business or public comment to be brought before the Board:
MOTION K.Lytle/D.Zielinski to adjourn the December 3, 2024, regular meeting of the Chippewa Township Board @ 7:08 p.m. **MOTION CARRIED.**

Next Township Board regular scheduled meeting is set for Wednesday, January 8, 2024, at 6:30 p.m.

These minutes were prepared

By Kristin Lytle, Chippewa Township Clerk

2025 Resolution to Allow Local Residents to Protest to Board of Review in Writing

WHEREAS, the General Property Tax Act, MCL 211.30(4) states that, when appealing to the Board of Review, “a nonresident taxpayer may file his or her appearance, protest, and papers in support of the protest by letter, and his or her personal appearance is not required”; and

WHEREAS, MCL 211.30(8) states that “The governing body of the township or city may authorize, by adoption of an ordinance or resolution, a resident taxpayer to file his or her protest before the board of review by letter without a personal appearance by the taxpayer or his or her agent. If that ordinance or resolution is adopted, the township or city shall include a statement notifying taxpayers of this option in each assessment notice under section 24c and on each notice or publication of the meeting of the board of review”; and

THEREFORE BE IT RESOLVED that, in order to ease the burden on taxpayers, the assessor and the Board of Review, and to ensure that all taxpayers have an equal opportunity to be heard by the Board of Review, the Chippewa Township Board hereby resolves, according to provisions of MCL 211.30(8) of the General Property Tax Act, that the Board of Review shall receive letters of protest regarding assessments from resident taxpayers by 4 p.m. on March 5, 2025. Letters from both residents and nonresidents may include those submitted by (options: handwriting, typewriting, fax, email, and text. All notices of assessment change and all advertisements of board of review meetings must include a statement that the resident taxpayers may protest by letter to the board. The foregoing resolution offered by Board Member _____
Second offered by Board Member _____ Upon roll call vote the following voted:
"Yes": K.Lytle, J.Austin, S.Hazen, A.Walters, D.Zielinski "No": None.

Kristin Lytle, Clerk

Date: 1/08/2025