

Concord Township Board Minutes

The Concord Township Board met in the Meeting Room at the Concord Township Office November 12, 2018 at 7:30 P.M.

Members present: Supervisor Al Cavasin, Treasurer Robert Jacokes, Clerk Judy Clark, Trustee David Miller and Trustee Jim Bush

Absent: None

Also Present: Ken Wyatt, Alan Tompkins County Commissioner, Orien Wetzel, Aaron Losey and Sheryll Dishaw.

The meeting was called to order by Supervisor Cavasin at 7:30 P.M.

Pledge of Allegiance was honored lead by Treasurer Jacokes.

Clerk Clark presented the board with the October 8, 2018 Concord Township Board minutes for approval. With no objections Supervisor Cavasin declared the minutes approved.

Public Comment:

Commissioner Tompkins said that there wasn't much going on at the County level. Supervisor Cavasin asked Commissioner Tompkins to light a fire under the Jackson County Department of Transportation and ask them to get back with him on how we can best spend our Road Millage money.

Clark presented the Board with the bills for October 2018 in the amount of \$11,220.06. With no questions or objections Supervisor Cavasin declared the bills approved.

Reports:

Jacokes gave the financial condition of the township, the revenues and expenditures for the month of October 2018.

Miller gave the Fire Report. Bills were paid for September in the amount of \$1,130.24 Fire Stabilization report showed a balance of \$140,497.21 at the end of September 2018. There were 21 runs in the month of September with a payroll of \$1,532.00. The new 800 MHz radios were received and all of them were programmed wrong. Chief Mosher reported that the 2019 Fire Budget will be \$121,115.00, the same as 2018. Line numbers will change, but bottom line is the same. He will bring the 2019 Budget to the November 2018 meeting. Clark made a motion to approve the Fire Budget in the amount of \$121,115.00 Miller supported. Motion carried.

In the absence of Deputy Larry Jacobson, Clerk Clark gave the Police report. She reported that Deputy Jacobson is still trying to clean up the Township. If anyone is interested in getting a deer that has been hit by a vehicle, just give him your phone number. Larry also got into a little trouble with a lady that stopped at a traffic accident and asked what had happened. He told her that it was a "Shark Attack".

Trustee Bush gave the Planning Commission report from November 7, 2018. Supervisor Cavasin reported that all emails will be changed to a different format in order to comply with FOIA regulations. He also reported that the surveys were not compiled as of yet. It was discussed and Commissioner McCorkle said that she has a student that could help with the surveys for \$250.00. Cavasin said he would take it to the Board for approval. Planning Commission is going to be compiling the old ordinances in a consistent format and codification.

With no objections, Supervisor Cavasin accepted the reports as presented.

Unfinished business:

None

New Business:

Due to the Treasurer Jacokes changing his date of retirement from December 31, 2018 to November 30, 2018 there was a need to change the date that the new Treasurer and Clerk will start their duties. Clark made a motion to change the date from December 31, 2018 to November 30, 2018 for Clark to be Treasurer and Dishaw to be Clerk. Jacokes supported. Motion carried.

Clark made a motion to increase Deputy Treasurer's pay from \$10.00 to \$12.00 per hour. Bush supported. Motion carried.

Board Member Comments:

Clark reported that there were 1195 residents that cast ballots for the November 6, 2018 general election. That is 60.2%. It was a busy day, but all went well.

Supervisor Comments:

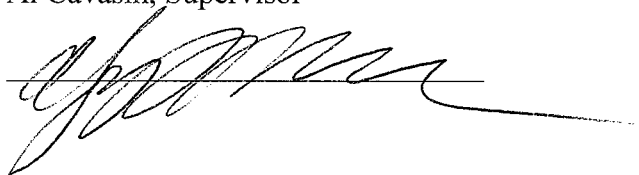
Cavasin wanted to thank all of our Veterans for their Service to keep our Country free! Congratulated the election crew! He also presented a letter from County Drain Commissioner, Geoffrey W. Snyder addressed to MSA 360 Transport. He gave an update on the "Light Up Concord" project. Indicated that there were some mandatory changes to emails that need to be done and will cost the Township about \$50.00 a month. Cavasin made a motion to do the mandatory changes with the cost of \$50.00. Miller supported. Motion carried. He has ordered the Civil Infraction Citation tickets at a cost of about \$600.00. Jacokes supported. Motion carried. No changes to Road situation. Cavasin also asked permission to have someone transcribe all of the old ordinances so that they can be editable. Cavasin made the motion to spend up to \$450.00. Clark supported. Motion carried.

Bush made a motion to adjourn. Miller supported. Meeting adjourned at 8:37 P.M.

After adjournment Supervisor Cavasin did a New Website presentation,

Al Cavasin, Supervisor

11/12/2018

A handwritten signature in black ink, appearing to read 'Al Cavasin', written over a horizontal line.

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Check 14584	TREASURER	CARDMEMBER SERVICES	WORKSHOP CHARGES AND POSTAGE	3.63	14584
101-253-703.003	ELECTIONS	CARDMEMBER SERVICES	WORKSHOP CHARGES AND POSTAGE	137.03	14584
101-262-707.000		Total For Check 14584		140.66	
Check 14585	TOWNSHIP SUPERVISOR	CONSUMERS POWER COMPANY	WATER - CEMETERY, WATER, SEWER, GARBA	31.98	14585
101-171-703.000	CLERK	CONSUMERS POWER COMPANY	WATER - CEMETERY, WATER, SEWER, GARBA	31.98	14585
101-215-703.002	TREASURER	CONSUMERS POWER COMPANY	WATER - CEMETERY, WATER, SEWER, GARBA	31.96	14585
101-253-703.003	ASSESSOR	CONSUMERS POWER COMPANY	WATER - CEMETERY, WATER, SEWER, GARBA	31.98	14585
101-257-703.001	CEMETERY	CONSUMERS POWER COMPANY	WATER - CEMETERY, WATER, SEWER, GARBA	30.84	14585
101-567-704.005		Total For Check 14585		158.74	
Check 14586	OFFICE LEASE	GREENSTONE FARM CREDIT	LEASE FOR NOVEMBER	600.00	14586
101-101-802.000		Total For Check 14586		600.00	
Check 14587	ELECTIONS	POSTMASTER	ROLL OF 34 CENT STAMPS	34.00	14587
101-262-707.000		Total For Check 14587		34.00	
Check 14588	TREASURER	ALLEGRA	TAX FORMS & ENVELOPES	243.50	14588
101-253-703.003		Total For Check 14588		243.50	
Check 14589	TOWNSHIP SUPERVISOR	AMERICAN OFFICE SOLUTION	MONTHLY COPIER CHARGES FOR SEPTEMBER	19.54	14589
101-171-703.000	CLERK	AMERICAN OFFICE SOLUTION	MONTHLY COPIER CHARGES FOR SEPTEMBER	19.54	14589
101-215-703.002	TREASURER	AMERICAN OFFICE SOLUTION	MONTHLY COPIER CHARGES FOR SEPTEMBER	19.54	14589
101-253-703.003	ASSESSOR	AMERICAN OFFICE SOLUTION	MONTHLY COPIER CHARGES FOR SEPTEMBER	19.54	14589
101-257-703.001		Total For Check 14589		78.16	
Check 14590	TOWNSHIP SUPERVISOR	BRIGHAM HARDWARE	TOILET SUPPLIES	3.00	14590
101-171-703.000	CLERK	BRIGHAM HARDWARE	TOILET SUPPLIES	3.00	14590
101-215-703.002	TREASURER	BRIGHAM HARDWARE	TOILET SUPPLIES	2.98	14590
101-253-703.003	ASSESSOR	BRIGHAM HARDWARE	TOILET SUPPLIES	3.00	14590
101-257-703.001		Total For Check 14590		11.98	
Check 14591	CEMETERY	BUTTERS EXCAVATING & IAW	CONTRACTED MONTHLY, BURIALS & FOUNDAT	5,270.53	14591
101-567-704.005		Total For Check 14591		5,270.53	
Check 14592	ATTORNEY	FAHEY SCHULTZ BURZYCH	ATTORNEY FEES FOR EMILY FOIA	85.55	14592
101-266-801.000		Total For Check 14592		85.55	
Check 14593	TOWNSHIP SUPERVISOR	FRONTIER COMMUNICATIONS	PHONE & FAX	18.27	14593
101-171-703.000	CLERK	FRONTIER COMMUNICATIONS	PHONE & FAX	18.27	14593
101-215-703.002	TREASURER	FRONTIER COMMUNICATIONS	PHONE & FAX	18.28	14593
101-253-703.003	ASSESSOR	FRONTIER COMMUNICATIONS	PHONE & FAX	18.27	14593
101-257-703.001		Total For Check 14593		73.09	
Check 14594	PERMIT EXPENSE	H THOMAS ELECTRIC	INSPECTIONS	600.00	14594
101-265-810.000					

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Check 14594 Total For Check 14594 600.00

Check 14595 Total For Check 14595 3,315.32

101-301-804.000 POLICE JACKSON COUNTY TREASURER POLICE SERVICES FOR OCTOBER 3,315.32 14595

Check 14596 Total For Check 14596 90.79

101-171-703.000 TOWNSHIP SUPERVISOR JUDY CLARK REIMBURSE CLERK'S LUNCH & MILEAGE TO 22.53 14596
 101-215-703.002 CLERK JUDY CLARK REIMBURSE CLERK'S LUNCH & MILEAGE TO 34.73 14596
 101-215-704.002 DEPUTY CLERK JUDY CLARK REIMBURSE CLERK'S LUNCH & MILEAGE TO 11.00 14596
 101-257-703.001 ASSESSOR JUDY CLARK REIMBURSE CLERK'S LUNCH & MILEAGE TO 22.53 14596

Check 14597 Total For Check 14597 120.00

101-567-704.005 CEMETERY LESTER BROTHERS FINAL BILL FOR 2018 FOR PORTABLE TOIL 45.00 14597
 101-567-704.005 CEMETERY LESTER BROTHERS PORTABLE TOILET AT CEMETERY 75.00 14597

Check 14598 Total For Check 14598 22.10

101-171-703.000 TOWNSHIP SUPERVISOR SEMCO ENERGY GAS USAGE 09/20-10/19/2018 5.52 14598
 101-215-703.002 CLERK SEMCO ENERGY GAS USAGE 09/20-10/19/2018 5.52 14598
 101-253-703.003 TREASURER SEMCO ENERGY GAS USAGE 09/20-10/19/2018 5.54 14598
 101-257-703.001 ASSESSOR SEMCO ENERGY GAS USAGE 09/20-10/19/2018 5.52 14598

Check 14599 Total For Check 14599 175.00

101-257-703.001 ASSESSOR STATE OF MICHIGAN ANNUAL ASSESSOR CERTIFICATION 175.00 14599

Check 14600 Total For Check 14600 149.64

101-171-703.000 TOWNSHIP SUPERVISOR VILLAGE OF CONCORD WATER - CEMETERY/WATER, SEWER, GARBAG 24.33 14600
 101-215-703.002 CLERK VILLAGE OF CONCORD WATER - CEMETERY/WATER, SEWER, GARBAG 24.33 14600
 101-253-703.003 TREASURER VILLAGE OF CONCORD WATER - CEMETERY/WATER, SEWER, GARBAG 24.33 14600
 101-257-703.001 ASSESSOR VILLAGE OF CONCORD WATER - CEMETERY/WATER, SEWER, GARBAG 24.33 14600
 101-567-704.005 CEMETERY VILLAGE OF CONCORD WATER - CEMETERY/WATER, SEWER, GARBAG 52.32 14600

Check 14601 Total For Check 14601 51.00

101-171-703.000 TOWNSHIP SUPERVISOR WOM BUSINESS INTERNET CHARGES 12.75 14601
 101-215-703.002 CLERK WOM BUSINESS INTERNET CHARGES 12.75 14601
 101-253-703.003 TREASURER WOM BUSINESS INTERNET CHARGES 12.75 14601
 101-257-703.001 ASSESSOR WOM BUSINESS INTERNET CHARGES 12.75 14601

Total For Check 14601 51.00

GL Number Invoice Line Desc Vendor Invoice Description Amount Check #

Fund Totals: Fund 101 GENERAL FUND 11,220.06

Total For All Funds: 11,220.06

Geoffrey W. Snyder
COUNTY DRAIN COMMISSIONER

County Tower Building Jackson, Michigan 49201

Mon.-Fri. 8:00 AM - 4:30 PM / 788-4398



August 28, 2018

Judy Clark, Clerk
Concord Township
121 Grove Street
PO Box 236
Concord, MI 49237

Re: MSA 360 Transport, Kevin Hoffman; Concord Rd. @ M-60

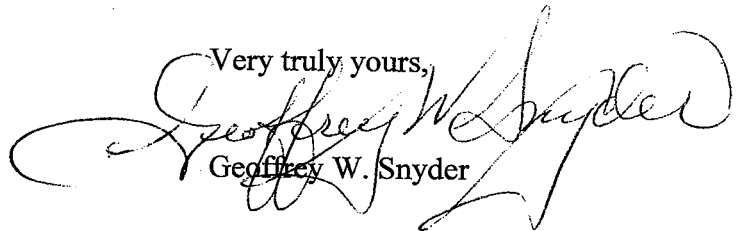
Dear Ms. Clark:

This Office: has reviewed the site plans bearing the revision date of 8-20-18, prepared by Kebs, Inc.; visited the site, and; recommends that the Township approval of the site plans be contingent upon the following:

1. The design, construction and continuing maintenance of the retention facility, capable of storing the storm water runoff generated from a 3 hour duration, 100 year frequency storm (intensity of 1.5 inches/hour), be constructed in such a fashion that it has a frost-free ability to discharge into the ground water table...and if anything is discharged from the facility into the M-60 R.O.W., that it be limited to the equivalent of a 4 inch diameter pipe (which is MDOT's and JCDOT's requirement).
2. Providing evidence of the owner or contractor obtaining a soil erosion control permit, and implementing the control measures prior to any further earth moving activities.
3. Obtaining sealed certification from the engineer that the site was developed consistent with the referenced site plans and the above recommendations, prior to the Township's issuance of an occupancy permit.

If I can provide additional information or be of further service, please feel free to contact this Office.

Very truly yours,



Geoffrey W. Snyder

Cc: mrand@co.jackson.mi.us
ajpatrick@kebs.com
kevin.hoffman@pioneer.com

Concord Township
Planning Commission Board
Public Meeting Minutes
November 7, 2018

7:30pm

1. Meeting called to order at 7:30pm by Orien Wetzel
2. Commission members present: Bill Carr, Jim Bush, Orien Wetzel, Candy McCorkle and new board member Bruce Lowstuter.
3. Jim Bush moved that October meeting minutes be approved, Bill Carr supported and the motion passed.
4. Orien Wetzel facilitated a review of the agenda. Candy McCorkle moved to accept the agenda for the November 7, 2018 meeting, Jim Bush supported and the motion passed.
5. Orien Wetzel read the statement on Public Comment/Citizen's Comments and shared that the revised statement was an addition to the Board's by-laws. Mr. Wetzel provided an explanation for the revision.
 - a. Al Cavasin, Township Commissioner, shared that the new Concord Township website was ready for review by the Township Board, Planning Commission Board and township clerical staff prior to being made live for the public. The minutes and agendas for all township meetings will be placed on the website. Mr. Cavasin also shared that the Light of Concord competition is being well received in the community as evidenced by business sponsors and citizens registering as participants. Al also shared that Township issued emails will need to be changed to a different format in order to comply with FOIA regulations. Mr. Cavasin's last comments were in regards to tabulating the survey sent out to citizens of the township and village to assist in creating the new master plan. Mr. Cavasin shared that the tabulations were not yet complete. Once the tabulations were complete a report of the results would be made available to the Planning Commission to begin working on the new Master Plan.
6. Unfinished Business
 - a. Orien Wetzel shared that a notice to begin the Master Plan was sent to the Planning Commission Board per/request by Al Cavasin. The Master Plan process is on hold until the tabulation of the survey results is complete. The tabulations are time consuming. Candy McCorkle offered to recruit a graduate student from Western Michigan University to complete the tabulations and provide a report for the township. Candy will work with Al to get the student started on completing the tabulations and creating a report to be used to begin the Master Plan.
7. New Business
 - a. Grant Bauman of Region 2 has requested that Concord Township's Planning Commission state in existing and new ordinances if the ordinance is an addition/replacement/deletion of an existing ordinance and that amendments to

ordinances be reviewed by the Jackson County Planning Commission per the Michigan Zoning Enabling Act. Orien Wetzel and Al Cavasin shared that we have shared all ordinances and amendments with Region 2 but that this is not a requirement by the Michigan Zoning Enabling Act instead is a recommendation of by the Act. The Concord Township Planning Commission will need all 33 ordinances retyped to show a consistent format and codification. The Concord Township Board will research hiring a service to do this and the updated ordinance book will be shared with Region 2.

8. Planning Commission Board Comments

- a. Bill Carr shared that he recalled that the Jackson County Planning Commission at one time wanted to have all municipalities in the county to use a common approach to creating and documenting ordinances. However the times have changed and municipalities have unique needs therefore not allowing for a common approach.
 - b. Bruce Lowstuter shared that he was happy to be a part of the Planning Commission Board.
 - c. Jim Bush shared that Planning Commission Board will need to consider how we will respond to the passing of Proposal 1 which legalizes the use of recreational marijuana in the state of Michigan. As a Board we opted out of allowing medical marijuana in the township so will need to research if the passing of Proposal 1 allows for municipalities to opt out of allowing recreational marijuana business within their jurisdiction.
 - d. Orien Wetzel share that he visiting with Albion Township regarding the leasing of farmland for use of solar energy. A solar energy company wishes to lease farmland for \$20 per/acre and once they put solar panels on the land the lease will go to \$800 per/acre. He shared this with the board as an informational item since we have a renewable energy ordinance and to consider how the ordinance might be leveraged. Orien also shared that several township use our ordinances as guides as they revise and create new ordinances.
9. Jim Bush moved to adjourn the meeting, Bruce Lowstuter supported and the motion passed. The meeting was adjourned by Orien Wetzel at 8:23pm.

Respectfully Submitted by Candy S. McCorkle, Secretary

2018 FIRE REPORT
OCTOBER 31, 2018

REVENUES	2018 BUDGET	TO DATE	BUDGET BALANCE
GRANT REIMBURSEMENT		0	
FROM VIL LAGE	60557.50	60557.50	0.00
FROM CONCORD TWP	60557.50	60557.52	-0.02
INTEREST INCOME-BK ACCT		352.08	
INTEREST INT ICS	0.00	0.00	0.00
PUBLIC CONT		100.00	-100.00
MISCELLANEOUS	0.00	40.00	-40.00
TOTAL REVENUES	121115.00	121607.10	-492.10
EXPENSES			
SALARIES - FIREFIGHTERS	25000.00	16174.50	8825.50
SALARIES - OFFICERS	10500.00	8730.00	1770.00
SALARIES - TRAINING	7000.00	4626.00	2374.00
SALARIES - FIRE BOARD	0.00	0.00	0.00
SOCIAL SECURITY	3265.00	2259.11	1005.89
UNIFORMS	0.00	0.00	0.00
OFFICE SUPPLIES	0.00	0.00	0.00
OPERATING SUPPLIES	1200.00	521.28	678.72
MATERIALS TRAINING	800.00	0.00	800.00
MEDICAL SUPPLIES	500.00	0.00	500.00
VEHICLE SUPPLIES-FUEL	2000.00	1228.57	771.43
AUDIT	700.00	0.00	700.00
INSURANCE - BLDGS	300.00	185.00	115.00
INSURANCE - AUTO & LIAB	3800.00	3833.00	-33.00
INSURANCE - WORKMENS COMP	1600.00	1461.95	138.05
DUES & TRAINING	2000.00	1974.21	25.79
HEALTH SERVICES	500.00	0.00	500.00
TELEPHONE	0.00	0.00	0.00
INTERNET	1000.00	806.67	193.33
ELECTRICITY	1750.00	885.69	864.31
HEAT	1500.00	1230.73	269.27
WATER & SEWER	1200.00	1064.11	135.89
VEHICLE MAINT	2500.00	2467.87	32.13
EQUIPMENT MAINT	5500.00	1009.79	4490.21
BLDG MAINT	5900.00	2868.39	3031.61
MISOHA REQUIREMENTS	700.00	705.59	-5.59
FEMA GRANT EQUIP	0.00	0.00	0.00
MISCELLANEOUS	700.00	0.00	700.00
FEMA GRANT MATCH		0.00	0.00
TOTAL OPER EXP	79915.00	52032.46	27882.54
OPERATING CAPITAL EXP	9800.00	22525.00	-12725.00
LOAN PRINCIPAL	0.00	0.00	
INTEREST ON LOAN	0.00	0.00	
GRAND TOTAL	89715.00	74557.46	15157.54
FUND BALANCE		47049.64	
STABILIZATION FUND	12/31/2017	113231.96	
STABILIZATION FUND	10/31/2018	160281.60	
BANK ACCT		0.00	
ICS ACCOUNT		160281.60	
TOTAL		160281.60	



CONCORD BLOTTER



Jackson County Sheriff's Office Report - Concord Detachment O C T O B E R 2018

PATROL DAYS IN OCTOBER: 22

PATROL HOURS WORKED : 176

	Village	Township	TOTAL
Calls for Service	23	29	52
Through 911 Dispatch	6	14	20
Thru Local Means	17	15	32
Traffic Stops	7	10	17
Citations	3	2	5
Verbal Warnings	4	7	11
Motorist Assists	0	1	1
FULL Reports	4	3	7
CHARGE Packages	0	0	0
'Add Narratives'	16	12	28
In-Custody Arrests	1	0	1
Citation Arrests	0	0	0
Warrant / Admin. Arrests	1	0	1
Prop. & Vacation checks	14	27	31
Ordinance Visits	2	2	4
PARKING TICKETS	0	---	0
Marijuana Compliance	0	0	0

- As backup unit elsewhere - 4 times

Deputy Larry Jacobson / Badge# 5606 - Concord Detachment

<i>Type of complaints</i>	<i>Village</i>		<i>Township</i>	
<u>TOTAL</u>				
Larceny Complaints	0	1	1	1
Simple Assaults		1	0	
1				
Fraud / I.D Theft Complaints	0		1	1
Animal Complaints	2		3	5
Verbal Arguments (TWS)	5		3	8
Domestic Situations	1		2	3
Child Custody / CPS Complaints	1		0	1
Drug Complaints	1		0	1
MDOP Complaints		1	0	
1				
Trespassing Issues		0		0
0				
Alarms	0	0		0
Illegal Dumping Complaints		0	1	
1				
Traffic Crashes		6	5	
1 1				
Traffic Issues (Trees, lines)		1	5	
6				
B&E (Burglary)		0	1	
1				
Personal Welfare Checks		0		1
1				
Suspicious Situations& Scams		0	1	
1				
Peace Officer		1		1
2				
Lost/Found Property	0		0	
0				
Tagged vehicles (48 hrs to tow)		1	1	2

VIN Inspections	0	0	0
Computer Crimes	0	0	0
Natural Deaths	0	0	0
<i>Misc. Disp. (Assists)</i>	2		3

5



You'd be shocked and appalled at the number of kids and young adults that gain access to their parents' prescription medicines and get themselves into serious trouble! If you have meds – either current or expired – keep them locked up, not 'hidden.' If you have questions, contact me. I have chemical packets you can use to dissolve the old meds, if necessary.



—Not sure where everyone sits on the legalization of marijuana – by the time you read this it will probably be somewhat settled! – but if you do provide it or use it, please be cognizant of where your kids' coats and hats and clothes are kept! That smoke and aroma sticks to these things. Alcohol is legal, but if a kindergartner showed up to school with a coat that reeked of beer or whiskey, it might raise a few eyebrows!

Deputy Larry Jacobson / Badge# 5606 – Concord Detachment