

**Ross Township Regular Board Meeting
Draft Minutes
ROSS TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN
February 18, 2024**

Attendee Name	Title	Roll Call Status
Christina Hutchings	Supervisor	Present
Mary Stage	Clerk	Present
Amanda Wiersma	Treasurer	Present
Diana Langshaw	Trustee	Present
Michael Bekes	Trustee	Absent with cause
Lynn Harmon	Trustee	Present
Todd White	Trustee	Present
Rob Thall	Attorney	Present

Call to Order:

Supervisor Hutchings called the meeting to order at 6:00 pm with all rising for the Pledge Allegiance to the Flag.

Prior to the approval to the agenda, Supervisor Hutchings wanted to add to New Business the Engagement Letter from Siegfried Crandall PC to do our 2024.2025 audit.

Approval of Agenda

Motion
Trustee Harmon moved to accept the agenda with changes, supported by Trustee Langshaw the motion passed.

Mover	Trustee Harmon
Second	Trustee Langshaw
Result	Motion Adopted: 6 Ayes; 0 Nays; 0 Abstained; 1 Absent

Name	Vote	Name	Vote
Supervisor Hutchings	Aye	Trustee Bekes	Absent
Clerk Stage	Aye	Trustee Harmon	Aye
Treasurer Wiersma	Aye	Trustee Langshaw	Aye
		Trustee White	Aye

Consent Agenda

Motion
Trustee Langshaw moved to accept the Consent agenda, supported by Clerk Stage the motion passed.

Mover	Trustee Langshaw
Second	Clerk Stage
Result	Motion Adopted: 6 Ayes; 0 Nays; 0 Abstained; 1 Absent

Name	Vote	Name	Vote
Supervisor Hutchings	Aye	Trustee Bekes	Absent
Clerk Stage	Aye	Trustee Harmon	Aye
Treasurer Wiersma	Aye	Trustee Langshaw	Aye
		Trustee White	Aye

Citizen Comment

Supervisor Hutchings opened citizen comment at 6:02 pm.

John Thomas – Augusta Village President, read a letter from Attorney Thall regarding the Intergovernmental Agreement: Ross Augusta Fire Department (IGA). The IGA was sent to the Village Attorney for review and advisement.

Supervisor Hutchings closed citizen comment at 6:07 pm.

Mark Worden from the Road commission of Kalamazoo County (RCKC) – spoke with the Ross Township Board (Board) concerning upcoming road projects in Ross. Most of the projects will be chip seal projects, the proposed roads are: 39th St. South, B Ave. between 40th & 42nd St., 39th St North to C Ave, 46th St. North from M89 to C Ave, CD Ave. from 46th to 48th St., Fernwood & Trillium. Once the Board confirms the dollars to be spent on road repair, RCKC will confirm 2025 road projects and send contact for Ross to sign.

Trustee Langshaw asked about C Ave, and redoing the road removing many of the dips in the road, that seem to be an issue with accidents. Mark said the correction needed in the road are pushing that project off into the future, due to cost.

Trustee Harmon asked about the intersection at G Ave and M96, Mark informed the Board that there was an upcoming meeting between MDOT, RCKC and Charleston Township to discuss that intersection. It will not be open to the public

Various Committee Reports

Supervisor Hutchings – Upcoming meetings March 4, 2025 will be the Broad's final budget workshop, March 18, 2025 at 5:30 pm will be the public hearing on the 2025.2026 budget, followed by the Board regular meeting at 6:00 pm.

Fire Board – Diana Langshaw presented the meeting minutes from January 9, 2025 and agenda from the February 13, 2025 to be entered into the record.

She spoke about the Department of Natural Resource matching grant that the Fire Department received for \$4,900.00 (final figure was \$4,650.00) Would like the Board to review the Fire Department's monthly operation report that was in the January Board packet, that show who is going on calls, training of firefighters and the type of calls. Many calls are first responder calls, not fire which will require different type training.

Val Silkworth – Fire Board Vice – Chair updated the Board on the evaluation process and its completion, assuring the Board that yearly evaluations will continue.

Police Department – Chief Brown reported very slow month, no changes. Asked if the Board had questions, there were none.

Elections – Mary Stage told the Board that we have received our invoice from Kalamazoo County for early voting for February's Presidential Primary, it was under \$300.00, and we could have an invoice for the August Primary and November Presidential election before the end of the year. However, if not, we will need to put it in our budget for next year. The invoice for the Primary and Presidential elections will be under what was originally estimated, Trustee White asked what was originally estimated, Clerk responded \$9,000.00, and the cost should be around \$5,000.00 or less.

Old Business

Sherman Lake Sewer Connection Legal – Attorney Thall still pursuing those that have not connected.

Ambulance Services – Supervisor Hutchings noted the March meeting there will be a presentation from Life Ambulance Service and how they have been working with our Fire Department.

Intergovernmental Agreement: Ross Augusta Fire Department – Waiting to hear from the Village of Augusta.

New Business

Floyd Fry Appointment to Board of Review (BOR) – Supervisor Hutchings, Floyd was the prior Chair of BOR before current Chair Larry Greer, he stopped in and express interest in rejoining the BOR. I would like to appoint Floyd Fry to the BOR, Angela our assessor fully supports his return.

Motion
Trustee Harmon moved to accept Floyd Fry’s appointment to the Board of Review, supported by Treasurer Wiersma motion passed.

Mover	Trustee Harmon
Second	Treasurer Wiersma
Result	Resolution Adopted: 6 Ayes; 0 Nays; 0 Abstained; 1 Absent

Name	Vote	Name	Vote
Supervisor Hutchings	Aye	Trustee Bekes	Absent
Clerk Stage	Aye	Trustee Harmon	Aye
Treasurer Wiersma	Aye	Trustee Langshaw	Aye
		Trustee White	Aye

Update Budget Resolution for 2024 – 2025 – Attorney Thall explained that this resolution was followed throughout the 2024 – 2025 fiscal year, but a resolution was not done in March of 2024. The Board needs to do so now to be ready for our audit.

Resolution
Trustee Harmon resolved to accept the Ross township General Appropriations Act 2024 – 2025 Fiscal Year Resolution, supported by Clerk Stage, after a roll call vote, the resolution passed.

Mover	Trustee Harmon
Second	Clerk Stage
Result	Resolution Adopted: 6 Ayes; 0 Nays; 0 Abstained; 1 Absent

Name	Vote	Name	Vote
Supervisor Hutchings	Aye	Trustee Bekes	Absent
Clerk Stage	Aye	Trustee Harmon	Aye
Treasurer Wiersma	Aye	Trustee Langshaw	Aye
		Trustee White	Aye

Audit Engagement Letter from Siegfried Crandall PC – Supervisor Hutchings presented two letters; one for items to be prepared for the audit by Clerk Stage. She asked for a motion to have Clerk Stage prepare items.

Motion
Treasurer Wiersma moved to begin the preparation for audit, supported by Clerk Stage the motion passed.

Mover	Treasurer Wiersma
Second	Clerk Stage
Result	Resolution Adopted: 6 Ayes; 0 Nays; 0 Abstained; 1 Absent

Name	Vote	Name	Vote
Supervisor Hutchings	Aye	Trustee Bekes	Absent
Clerk Stage	Aye	Trustee Harmon	Aye
Treasurer Wiersma	Aye	Trustee Langshaw	Aye
		Trustee White	Aye

Supervisor Hutchings asked for a motion for her to be able to sign the engagement letter.

Motion
Trustee Harmon moved to have the Supervisor sign engagement letter with Siegfried Crandall, supported by Trustee Langshaw the motion passed.

Mover	Trustee Harmon
Second	Trustee Langshaw
Result	Resolution Adopted: 6 Ayes; 0 Nays; 0 Abstained; 1 Absent

Name	Vote	Name	Vote
Supervisor Hutchings	Aye	Trustee Bekes	Absent
Clerk Stage	Aye	Trustee Harmon	Aye
Treasurer Wiersma	Aye	Trustee Langshaw	Aye
		Trustee White	Aye

Second Citizen Comment

Supervisor Hutchings opened second citizen comment at 6:33 pm.

John Thomas – Village of Augusta President made additional comment to the Board.

Supervisor Hutchings closed second citizen comment at 6:36 pm.

Trustee Updates

Supervisor Hutchings mentioned again the upcoming meeting on March 4th. John Crumb from Gull Lake Sewer & Water Authority will be at the meeting to present the new rate change. And there will be Fire Board selection of Township Representative .

Treasurer Wiersma – We are at 93.5% of tax collection, we will be settling with Kalamazoo County on March 11, 2025. The tax money has garnished quite a bit of interest this tax season.

Trustee Harmon – would like to get together with Clerk Stage and Treasurer Wiersma, on Monday March 3rd to review the spreadsheet again prior to March 4th meeting.

Motion
Supervisor Hutchings moved to adjourned the meeting, supported by Clerk Stage the motion passed.

Mover	Trustee Harmon
Second	Trustee Langshaw
Result	Resolution Adopted: 6 Ayes; 0 Nays; 0 Abstained; 1 Absent

Name	Vote	Name	Vote
Supervisor Hutchings	Aye	Trustee Bekes	Absent
Clerk Stage	Aye	Trustee Harmon	Aye
Treasurer Wiersma	Aye	Trustee Langshaw	Aye
		Trustee White	Aye

Supervisor Hutchings adjourned the meeting at 6:38 pm.