



MASON TOWNSHIP BOARD OF TRUSTEES

MASON TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES MARCH 11, 2025

The Mason Township Board of Trustees met in regular session on Tuesday, March 11, 2025, in the Mason Township Hall.

Supervisor Charlie Arnold called the meeting to order at 7:00 PM. He also led the Pledge of Allegiance to the Flag of the United States of America.

Clerk Kristin LeVan called roll:

Board of Trustees Present: : Supervisor Charlie Arnold, Clerk Kristin LeVan, Treasurer Arlene Chew, Trustee David Allen, Trustee Janet Dull

Board of Trustees Absent: None.

PUBLIC COMMENT

Linda M.- Checking on the status of two blight properties she turned into the township.

ADDITIONS/DELETIONS TO THE AGENDA

ADD: **M-2025-03-11-11** Motion to retire current fire extinguishers and replace them with new.

AGENDA

M-2025-03-11-01 Trustee Allen moved, seconded by Treasurer Chew, to approve tonight's agenda. Motion carried by voice vote.

M-2025-03-11-02 Trustee Dull moved, seconded by Trustee Allen, to approve February 11, 2025 Board of Trustees Minutes. Motion carried by voice vote.

M-2025-03-11-03 Trustee Allen moved, seconded by Trustee Dull, to approve Clerk's Payables for Approval. Supervisor Arnold instructed the Clerk to call roll:

Yes (5): Trustee Dull, Clerk LeVan, Supervisor Arnold, Treasurer Chew, Trustee Allen

No (0): None.

Motion carried by roll call vote.

M-2025-03-11-04 Trustee Dull moved, seconded by Trustee Allen, to approve Treasurer's General Fund Report. Supervisor Arnold instructed the Clerk to call roll:

Yes (5): Clerk LeVan, Trustee Dull, Supervisor Arnold, Treasurer Chew, Trustee Allen

No (0): None.

Motion carried by roll call vote.



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REPORTS

Supervisor Arnold- Northwest Light at Five-Points was fixed, then went out again. It will be fixed again by the end of this week (3/14/2025).

Cass County Commissioner Marchetti- Attached.

Building Department- Permits issued: 1 building, 2 electrical, 1 mechanical, and 0 plumbing.

Zoning Department- A lot of permits being issued for pole barns, and a house. Working on zoning complaints.

Ordinance Enforcement Officer- Supervisor Arnold and Clerk LeVan reviewed the Zoning Solutions portfolio given on 02/11/2025. Letters will begin going out this week.

Planning Commission- Attached.

SEPSA- Fire Chief Michael Holdeman presented data from a 9 month report. He had inspected the fire extinguishers at the township and library. The current ones need to be retired. He will be updating them from the supply at SEPSA.

M-2025-03-11-11 Trustee Allen moved, seconded by Trustee Dull, to approve to retire current fire extinguishers and replace them with new. Motion carried by voice vote.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-2025-03-11-05 Trustee Allen moved, seconded by Trustee Dull, to approve to amend the 2025-2026 General Fund Budget by adding the MEC contract. Supervisor instructed Clerk to call roll.

Yes (5): Trustee Allen, Clerk LeVan, Trustee Dull, Treasurer Chew, Supervisor Arnold

No (0): None.

Motion carried by roll call vote.

M-2025-03-11-06 Treasurer Chew moved, seconded by Clerk LeVan, to approve to enter the 2025-2026 Budget Public Hearing. Motion carried by voice vote.

BUDGET PUBLIC HEARING OF THE MASON TOWNSHIP BOARD OF TRUSTEES

MARCH 11, 2025 at 7:00 PM

Supervisor Charlie Arnold called the meeting to order at 7:28 PM.

Board of Trustees Present: : Supervisor Charlie Arnold, Clerk Kristin LeVan, Treasurer Arlene Chew, Trustee David Allen, Trustee Janet Dull

Board of Trustees Absent: None.



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Proposed 2025-2026 General Fund Budget was presented balanced.

Projected revenues: \$633,200.00.

Projected expenditures: \$633,200.00.

Proposed 2025-2026 Special Revenue Budget was presented balanced.

Projected revenues: \$215,000.00.

Projected expenditures: \$215,000.00.

The 2025 Millage was presented: .7826

The 2025 tentative ratios & estimated multipliers were presented:

- AGRICULTURAL 40.89% 1.2228
- COMMERCIAL 45.23% 1.1055
- INDUSTRIAL 43.56% 1.1478
- RESIDENTIAL 43.76% 1.1426
- PERSONAL PROPERTY 50.00% 1.0000

Public Comment: None.

Trustee Allen moved, seconded by Clerk LeVan, to approve sending the 2025-2026 balanced General Fund Budget to the Mason Township Board of Trustees for approval. Supervisor instructed Clerk to call roll.

Yes (5): Trustee Dull, Clerk LeVan, Supervisor Arnold, Treasurer Chew, Trustee Allen

No (0): None.

Motion carried by roll call vote.

Trustee Dull moved, seconded by Trustee Allen, to adjourn the Budget Public Hearing. Motion carried by voice vote.

Supervisor Arnold adjourned the meeting at 7:35 PM and entered back into the Regular Meeting of the Mason Township Board of Trustees.

NEW BUSINESS CONTINUED

M-2025-03-11-07 Trustee Dull moved, seconded by Treasurer Chew, to approve the 2025-2026 General Fund Budget. Supervisor instructed Clerk to call roll.

Yes (5): Supervisor Arnold, Clerk LeVan, Trustee Allen, Treasurer Chew, Trustee Dull

No (0): None.

Motion carried by roll call vote.

M-2025-03-11-08 Trustee Dull moved, seconded by Trustee Allen, to approve the 2025-2026 Special Revenue Budget. Supervisor instructed Clerk to call roll.



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Yes (5): Trustee Dull, Clerk LeVan, Supervisor Arnold, Treasurer Chew, Trustee Allen
No (0): None.
Motion carried by roll call vote.

M-2025-03-11-09 Trustee Dull moved, seconded by Trustee Allen, to approve the 2025 Road Contracts.
Supervisor instructed Clerk to call roll.

Yes (5): Treasurer Chew, Clerk LeVan, Supervisor Arnold, Trustee Dull, Trustee Allen
No (0): None.
Motion carried by roll call vote.

M-2025-03-11-10 Trustee Allen moved, seconded by Trustee Dull, to approve the installation of an Amish hitching post in the township parking lot. Supervisor instructed Clerk to call roll.

Yes (5): Clerk LeVan, Trustee Allen, Supervisor Arnold, Treasurer Chew, Trustee Dull
No (0): None.
Motion carried by roll call vote.

UPCOMING DATES

- Mason Township Board Meeting- Tuesday, April 8, 2025 at 7:00 PM
- Planning Commission- April 15, 2025 at 6:30 PM
- Board of Review- March 14, 10:00 AM - 4:00 PM

ADJOURNMENT

Trustee Allen moved, seconded Trustee Dull, to adjourn the meeting. Motion carried by voice vote.
Supervisor Arnold adjourned the meeting at 8:10 PM.

Respectfully Submitted by:
Clerk Kristin LeVan on 03/13/2025

Approved by the Mason Township Board on: 03/11/2025

Kristin LeVan, Mason Township Clerk

Charlie Arnold, Mason Township Supervisor