



MASON TOWNSHIP BOARD OF TRUSTEES

MASON TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES July 8, 2025

The Mason Township Board of Trustees met in regular session on Tuesday, July 8, 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 Debra Cloud

Board of Trustees Absent: None.

PUBLIC COMMENT

Joe G.- Noxious weeds down by Five Points need to be taken care of.

Linda M.- Allowing 2 Cass County Deputies to hunt on her farm land this fall.

Vern B.- All lights at Five Points are working.

ADDITIONS/DELETIONS TO THE AGENDA

None.

AGENDA

M-2025-07-08-01 Trustee Allen moved, seconded by Trustee Cloud, to approve the consent agenda, which included tonight's agenda, June 10, 2025 regular meeting of the Mason Township Board of Trustee minutes, Clerk's Payables for Approval, and Treasurer's General Fund report.

Supervisor Arnold instructed the Clerk to call roll:

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

No (0): None.

Motion carried by voice vote.

REPORTS

Supervisor Arnold- Supervisor Arnold has been in contact with State Representative, Steve Carra and State Senator, Jonathan Lindsey concerning property fraud. There are no updates from them at this time. Supervisor Arnold thanked Zoning Administrator, Chelsa Greathouse for all her hard work that she has been doing. He also thanked Clerk, Kristin LeVan and her family for the improvements they are making at the township and park.

Clerk LeVan- None.



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Treasurer Chew- Summer Tax bills are out. There has been a misunderstanding on Veterans Exemptions. Veterans will need to contact Kevin Harris to file the application form this year. Then they won't need to file again until their status changes.

Trustees Allen and Cloud- None.

Cass County Commissioners Marchett and Lee- Attached.

Office Manager- Parking lot lines have been striped. The new benches for the walking path and the new picnic tables are in place. The merry-go-round has been painted.

Building Department- Permits issued: 11 building, 1 electrical, 0 mechanical, and 1 plumbing.

Zoning Department- Zoning Board of Appeals met on Tuesday, June 24, 2025 at 6:30 PM. There were Three variances that were approved. There are a lot of zoning permits being issued.

Ordinance Enforcement Officer- Tickets will be going out on Friday for Blight properties.

Planning Commission- Meeting that was scheduled for Tuesday, July 15, 2025 is rescheduled for Tuesday, August 19, 2025 at 6:30 PM.

SEPSA- Attached.

Sextons: They will be attending the MAMC Conference on August 20 - 22, 2025. It is Mason's turn to pay.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-2025-07-08-02 Trustee Allen moved, seconded by Trustee Cloud, to approve the estimate from Hays Painting Construction to paint the outhouse, window frames and doors on the main building, and railings for ramp and stairs. Supervisor instructed Clerk to call roll.

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

No (0): None.

Motion carried by roll call vote.

M-2025-07-08-03 Trustee Cloud moved, seconded by Trustee Allen, to approve the transfer of case B-2025-02 to Zoning Solutions if the issue remains unresolved by July 11, 2025. Supervisor instructed Clerk to call roll.

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

No (0): None.

Motion carried by roll call vote.



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UPCOMING DATES

- Township will be closed on Thursday, July 10, 2025
- Meet Up and Eat Up- Thursdays June 5th - August 7th 11:30 - 12:30
- Board of Review- Thursday, July 24, 2025 at 4:00 PM
- Mason Township Board Meeting- Tuesday, August 12, 2025 at 7:00 PM
- Planning Commission- Tuesday, August 19, 2025 at 6:30 PM
- Tax Collection Saturday Hours:
 - July 12th & 26th 9:00 AM - 1:00 PM
 - August 9th & 23rd 9:00 AM - 1:00 PM
 - September 6th & 13th 9:00 AM - 1:00 PM
- Summer Tax Collection Deadline: Monday, September 15th 9:00 AM - 7:00 PM

ADJOURNMENT

Trustee Cloud moved, seconded Trustee Allen, to adjourn the meeting. Motion carried by voice vote.

Supervisor Arnold adjourned the meeting at 7:38 PM.

Respectfully Submitted by:
Clerk Kristin LeVan on 07/09/2025

Approved by the Mason Township Board on: 08/12/2025

Kristin LeVan, Mason Township Clerk

Charlie Arnold, Mason Township Supervisor