



MASON TOWNSHIP BOARD OF TRUSTEES

MASON TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES AUGUST 12, 2025

The Mason Township Board of Trustees met in regular session on Tuesday, August 12, 2025, in the Mason Township Hall.

Supervisor Charlie Arnold called the meeting to order at 7:03 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

David A. and Charlie A. - Not giving up on property fraud
Residents of Mason Township shared heartfelt memories of longtime community member Paul Burns, who tragically lost his life in an accident earlier this month

ADDITIONS/DELETIONS TO THE AGENDA

None.

AGENDA

M-2025-08-12-01 Trustee Allen moved, seconded by Clerk LeVan, to approve the consent agenda, which included tonight's agenda, July 08, 2025 regular meeting of the Mason Township Board of Trustee minutes, Clerk's Payables for Approval, Treasurer's General Fund report, and Budget Adjustments 2025-2026..

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 received a letter from State Representative, Steve Carra and State Senator, Jonathan Lindsey concerning property fraud. The Cass County Road Commissioner took care of the shrubs by Joe G.'s house. They have also been working on roads in Mason Township.

Clerk LeVan- There will be a November 2025 election.

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.



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Trustees Allen and Cloud- None.

Cass County Commissioners Marchett and Lee- Attached.

Office Manager- Projects such as new fences in the Kessington cemeteries, hitching posts in township parking lot have been completed. This summer, Diane Northrup and the Food Service staff from Constantine Public Schools distributed 36,218 meals at Mason Township for Meet Up and Eat Up!

Building Department- Permits issued: 2 building, 9 electrical, 4 mechanical, and 4 plumbing.

Zoning Department- None.

Ordinance Enforcement Officer- None.

Planning Commission- Meeting Tuesday, August 19, 2025 at 6:30 PM.

SEPSA- Attached.

Sextons: None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-2025-08-12-02 Trustee Allen moved, seconded by Treasurer Chew, to approve Knockout Tree Service to remove trees in the fenceline at Kessington East Cemetery. 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-2025-08-12-03 Trustee Allen moved, seconded by Trustee Cloud, to approve switching from Frontier Communications for internet and phone to MEC for internet and phone. 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.

UPCOMING DATES

- New township hours- Tuesdays 10:00 AM - 4:00 PM
- Mason Township Board Meeting- Tuesday, September 9, 2025 at 7:00 PM
- Planning Commission- Tuesday, August 19, 2025 at 6:30 PM
- Tax Collection Saturday Hours:



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

Supervisor Arnold adjourned the meeting at 7:47 PM.

Respectfully Submitted by:
Clerk Kristin LeVan on 08/14/2025

Approved by the Mason Township Board on: 09/09/2025

Kristin LeVan, Mason Township Clerk

Charlie Arnold, Mason Township Supervisor