



MASON TOWNSHIP BOARD OF TRUSTEES

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

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

Supervisor Charlie Arnold called the meeting to order at 7:02 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 Debra Cloud

Board of Trustees Absent: Trustee David Allen

PUBLIC COMMENT

Jerry D- Shared about Ranked Choice Voting (RCV) and how it will change how we vote. He encouraged everyone to learn more about it.

Linda M- Shared that Pastor Steve Steele of Kessington Church passed away recently. He was a leader to our community and will be missed.

ADDITIONS/DELETIONS TO THE AGENDA

None.

AGENDA

M-2025-11-11-01 Trustee Cloud moved, seconded by Treasurer Chew, to approve the consent agenda, which included tonight's agenda, October 14, 2025 regular meeting of the Mason Township Board of Trustee minutes, Clerk's Payables for Approval, Treasurer's General Fund report.

Supervisor Arnold instructed the Clerk to call roll:

Yes (4): Supervisor Arnold, Clerk LeVan, Treasurer Chew, Trustee Cloud

No (0): None.

Motion carried by roll call vote.

REPORTS

Supervisor Arnold- Went with Cass County Road Commission to take a look at the roads in Mason Township. They will begin to evaluate which roads will be addressed in 2026.

Clerk LeVan- The election went well. There were 305 absentee ballots mailed out, 156 returned, and 88 voters who showed up to vote in person.

Treasurer Chew- Winter Tax bills will be going out soon.



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Trustees Allen and Cloud- None.

Cass County Commissioners Marchett and Lee- Attached.

Office Manager- None.

Building Department- Permits issued: 5 building, 0 electrical, 5 mechanical, and 1 plumbing.

Zoning Department- None.

Ordinance Enforcement Officer- None

Planning Commission- Next meeting Tuesday, January 20, 2025 at 6:30 PM.

SEPSA- Attached.

Sextons: There have been a lot more burials lately.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-2025-11-11-02 Trustee Cloud moved, seconded by Treasurer Chew to approve the 2026 Board of Trustee Regular Board Meeting Dates. Motion carried by voice vote.

M-2025-11-11-03 Trustee Cloud moved, seconded by Treasurer Chew, to approve the 2026 Planning Commission Quarterly Meeting Dates. Motion carried by voice vote.

M-2025-11-11-04 Trustee Cloud moved, seconded by Treasurer Chew, to approve Saturday, January 24th at 9:00 AM for the Budget Meeting. Motion carried by voice vote.

UPCOMING DATES

WINTER TAX COLLECTION HOURS: SATURDAYS: 9:00 AM TO 1:00 PM

DECEMBER 6TH AND 20TH

JANUARY 3RD, 17TH, AND 31ST

FEBRUARY 14TH AND 28TH

DEADLINE IS MARCH 2ND 9:00 AM TO 7:00 PM

MASON TOWNSHIP BOARD OF TRUSTEE MEETING: TUESDAY, DECEMBER 9, 2025, AT 7:00 PM

BOARD OF REVIEW MEETING: THURSDAY, DECEMBER 11TH



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ADJOURNMENT

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

Supervisor Arnold adjourned the meeting at 7:36 PM.

Respectfully Submitted by:
Clerk Kristin LeVan on 11/12/2025

Approved by the Mason Township Board on: 12/09//2025

Kristin LeVan, Mason Township Clerk

Charlie Arnold, Mason Township Supervisor