Approved
Concord Township Board Meeting
Minutes
March 10, 2025

The Concord Township Board held a regular meeting at the Township Office at 121 Grove Street, Concord, Michigan, 49237.

Board members present:
Treasurer Judy Clark, Supervisor David Saenz, Clerk Terri Butts, Trustee Guthrie Colburn and Trustee Stephanie Finegan

Board members absent: None

Public Attendance:
Richard Kline, Russ Carson, Ken Wyatt and Sheriff Schuette

Supervisor David Saenz called the meeting to order at 5:30 pm.

Pledge of Allegiance was recited.

Approval of Agenda:
Meeting Agenda was replaced with a new agenda created by Supervisor Saenz day of Board Meeting. The agenda was approved with adding the following; Under unfinished business - (c) Township Outside Lights Status on Quotes and under new business the following; (g) Inspection Requirement of water Backflow preventative devises (RPZ) and (h) Laptop for Front Counter. Colburn made a motion to accept and Butts seconded with additions to agenda. Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

Public Comments: None

Speaker:
Sheriff Schuette discussed the increases for the Jackson County Sheriff - Concord Village and Concord Township Law Enforcement Services Contract. Supervisor Saenz made copies and gave each Board Member a copy of the new contract dated July 2025 thru April 2029 with noted dates with increases throughout contract timeframe. Sheriff Schuette stated inflation was the main reason for such big increases. Board Members to review contract and send an email to Supervisor Saenz with any questions about the contract and Saenz will email Sheriff Schuette. Sheriff Schuette will then respond with answers to our questions.

Minutes:
Motion was made by Colburn seconded by Clark to accept the minutes from February 2025 as printed. Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

Approval Agenda - General Fund Bills:
The General Fund bills were presented by Clerk Butts in the amount of $13,614.63. Motion was made by Colburn and seconded by Clark to approve the disbursements. Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

Consent Agenda:
Reports accepted by the Consent Agenda;

- Revenue and Expenditure Report and Financials Report - Treasurer Judy Clark.
- Fire Reports - Trustee Colburn
- Police Blotter Report - Supervisor Saenz
- Planning Commission - Supervisor Saenz
- Assessing Report - None

Old Business/Unfinished Business:

a. Ordinances Updated.
   - No vote only talking points from Supervisor Saenz. All can update ordinances and must be approved by Board.

b. Jackson County Ad-Hoc Committee BEAD Program update.
   - No vote only talking points from Supervisor Saenz.

c. Township Outside Lights Status on Quotes.
   - Update - Supervisor Saenz submitted for a grant from Par Plan to pay for one light on outside AV ballot box at the township. Deadline for applying for grant is March 15, 2025.

New Business:

a. James Pratt – Planning Commission Member 2025 – 2028.
   - Tabled

b. 2025-2028 Strategic Plan.
   - No vote only talking points from Supervisor Saenz. Stated he could possibly send out information to the board members.

c. Officer Larry Jacobson July 1, 2025 Contract with Jackson County Sherriff's Office.
   - Tabled

d. ESTA – Earned Sick Time Act.
   - No vote only talking points from Supervisor Saenz.

e. 2025-2026 Budget Process / 2026-2027 Budget Process - official request to Department to submit.
   - No vote only talking points from Supervisor Saenz to Departments to submit budget.

f. 2025-2026 Strategic Plan
   - No vote only talking points from Supervisor Saenz

g. Inspection Requirement of water backflow preventative devises (RPZ). Supervisor Saenz will submit to Greenstone to have completed but after 30 days if not completed, we will have a plumber and we will pay out of township funds. Motion was made by Colburn to accept and seconded by Saenz. Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

Note - Supervisor Saenz has been aware of the men's leaking toilet for 2 months. As of this meeting not sure when the toilet will be repaired. (see attached monthly increased usages due to leak)

h. Laptop for Front Counter
    - Tabled. Not on this year's budget per Supervisor Saenz in a deep strong voice that continued thru his talking points about meeting with Cybersecurity.

Board Comments:
Butts - none
Clark
Colburn
Finegan
Saenz

Adjournment:
A motioned by Clark, seconded by Finegan to adjourn at 6:55pm.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried***

Terri Butts, Concord Township Clerk 03/11/2025.
Approved at the April 2025 Regular Board Meeting.