

TOWNSHIP OF CHESANING
MINUTES OF THE BOARD OF TRUSTEES
REGULAR MEETING
1025 BRADY ST.
CHESANING, MI 48616
November 6, 2025
7:00 P.M.

Regular Meeting: Called to order at 7:00 p.m.

Pledge of Allegiance: was led by the Board of Trustees.

Members Present: Supervisor Joe Ruthig, Clerk Daniel Himstedt, Treasurer Cathy Gross, Trustees Kevin Carlton, Scott Mrdeza, Sarah Tomac.

Absent: None

Approval of Agenda: (Additions to the agenda will be handled under New Business) Two items were proposed to be added to the agenda under New Business: E: Consideration of a PC recommendation to amend the zoning ordinance. F: A review of the Chesaning Township investment policy. MOTION presented by Gross supported by Tomac to accept agenda with additions. Motion Passed.

Approval of Minutes: October 20, 2025 Special Meeting minutes were presented for approval. MOTION by Tomac supported by Mrdeza to approve the October 20, 2025 special meeting.

Approval of Minutes: October 20, 2025 Special Meeting Minutes (closed session) were presented for approval. MOTION by Mrdeza supported by Himstedt to approve closed session from October 20, 2025 Special Meeting.

Presentations: None

Correspondence: None

Public Comments: Three Minutes Per Person (Agenda Items Only) None

Committee/Commission Reports:

- a. County Commissioner – Dennis Harris: Commissioner Harris thanked the board for presenting pictures of the new kayak launches at a recent county board meeting. An updated list of millage renewals for the upcoming year was distributed. The three renewals are for:
Sheriff's Department (noted a typo on the date, should be 2026, not 2025).
County Parks.
Museum and Historical Centers.
Commissioner Harris mentioned that the city busing authority is beginning to advocate again for a county-wide millage, a topic that was heavily discussed in previous years.
- b. County Road Commission – Dennis Borchard
- c. SCTOA
- d. Cemetery Committee – Scott Mrdeza, Daniel Himstedt, Cathy Gross: The cemetery has been winterized. A formal procedure, including maps and photos for opening and closing the cemetery, has been created for future reference. Fall cleanup is underway, and grave blankets can now be placed. The kayak launch components have been moved into the barn for winter storage.
- e. Building Official – Rob Kehoe:
- f. Ordinance and Zoning Enforcement Officer - Pat Olk: The ordinance enforcer has been actively addressing violations at the following addresses. 9611 Peet Rd., 15473 Stuart Rd., 8452 Ditch Rd., 8507 Ditch Rd., 18250 Niver Rd., 8005 Peet Rd., and 15558 Stuart Rd.
- g. Rehmann Health Center – Cathy Gross: The center's role has evolved. The county no longer provides monthly services like immunizations. Great Lakes Bay Health cannot provide vaccinations outside their main offices. Current activities include a WIC clinic serving 245 families, a mobile dental bus, a weekly TOPS weight loss group, and a Bell Hearing office. A meeting was held with surrounding townships (Brady, Brant, Chapin, Marion, Chesaning Township, Maple Grove) to discuss the future governance of the center, as interest and involvement have waned. The board is considering restructuring, potentially with new members, to bring fresh ideas and programs. A follow-up meeting is scheduled for after the new year. The building is undergoing necessary repairs, including fixing water leaks, installing new doors, and steel sheeting on one side, with a \$12,000 budget approved. The carpets were also recently cleaned and sanitized. The

upcoming Chesaning United campaign (25-26) will kick off soon with 6,000 flyers being mailed to raise funds for community groups.

- h. Fire Board Authority – Joseph Ruthig: The department has had 173 runs to date, with 18 in September. Two grants were written by Nick Fall and Dan Staca. Truck One (ladder truck) is still out of service as the required repair parts are obsolete. They are working on a solution, with a potential 16-week timeline for rebuilt parts. Two new firefighter applicants, Cole Griffin and Levi Guzjak, have passed background checks. Cole has completed orientation, and Levi will start after the harvest season.
- i. Mid-Michigan Waste Authority – Daniel Himstedt:
- j. Task Force – Joseph Ruthig, (Kevin Carlton, alternate): Library: Now has an AED machine; a "Kids Crawl" event had 110 attendees. DDA: Will pay for Christmas decoration installation this year and will be replacing some ADA sidewalk corners. Saginaw Agricultural Society: Raised over \$10,000 at the harvest banquet. Schools: HVAC systems are being updated, the track is being resurfaced, and enrollment is steady. Museum: Now displaying all the headliner photos from the old Showboat Restaurant. Village: The water tower has been cleaned; lead pipe water testing is ongoing. Business/Industry: Many local businesses are being updated or repurposed (Charlie's Wood Shop, Showboat Restaurant, new laundromat, Brass Bell). Friends of the Shiawassee: A new director, Kim Lazar, was named. They are considering an "Adopt-a-Mile" program for river cleanup. Task Force: Next meeting is scheduled for January 27, 2026.
- k. Township Parks – Kevin Carlton, Sarah Tomac:
- l. Planning Commission – Scott Mrdeza: The commission reviewed Chapters 5 and 6 of the master plan and found no significant changes were needed. The final pre-check of all changes will occur in February before a recommendation is made.

Board Officials Reports:

- a. Supervisor Ruthig: Young's Inter-County Drain: A mandatory pre-bid meeting for contractors will be held on November 11th. The bid opening is scheduled for December 11th, with a contractor likely selected by mid-December. Parshallburg Park: The construction phase of the upgrades is complete and came in \$5,700 under bid (pending one final invoice from OHM). A quote is being sought from Everett Excavating for a drain tile and catch basin. The Road Commission will provide dirt from the Young's County drain project next spring to fill in the ravine. Kayak Launch Removal: The launch was successfully removed for the winter with significant help from community volunteers and businesses (Brian White, Rick DeLong, Village DPW, Ace Hardware, Brian Taylor, Dave Richardson). The process went smoothly with no injuries. Road Projects: The cross tube on Ferden Road has been replaced. The Havana Road restoration project was completed for \$116,700, which is over \$17,000 under the quoted price. The township received \$197,964.68 from the county road millage, leaving a balance of \$81,203 after paying for the Havana Road project.
- b. Clerk Himstedt: It was reported that the Clerk received the "Sunlight Award" in March for being one of only 197 jurisdictions (out of 1,138) with no potential duplicate voter files. It was also noted that four residents attempted to vote on the previous Tuesday, correctly going to the new polling place (St. Peter Parish), but there was no election scheduled for that day.
- c. Treasurer Gross: Cathy announced that winter taxes are being prepared, with the base file due to the mailing service by the end of next week for a late November mailing. Summer taxes can still be paid at the local municipality with a 3% interest penalty for November. The township received a state revenue share check of \$45,667, an increase of \$670 from the previous year. The Citizens Bank branch in Chesaning is closing at the end of January, which will necessitate changes to the township's general checking account. A discussion was held regarding the potential impact of the state's new gas tax structure on future revenue sharing, with the expectation that it may decrease but could be offset by increased road commission allotments.

Unfinished Business:

- a. Consider Renewal of Membership with Saginaw Co. GIS Authority (\$2,837.10): A motion to renew the membership was made by Carlton and supported by Gross. Roll Call Vote: Yeas: Carlton, Tomac, Mrdeza, Gross, Himstedt, Ruthig Nays: none: Motion Passed.

New Business:

- a. Consider Publishing Bid Request for Groundskeeping: The current three-year groundskeeping contract (covering the cemetery, township hall, and park) is expiring. The board reviewed a proposed ad to solicit new bids. Bids will be accepted through the end of the year, with a decision to be made in late January. A motion to publish the bid request was made by Mrdeza and supported by Gross. The motion passed via a voice vote.
- b. Consider Renewal of Membership with Chesaning Chamber of Commerce (\$90.00): A motion to renew the membership was made by Carlton and supported by Tomac. The motion passed via a voice vote.

- c. Consider PA-116 Partial Termination Resolution for Parcel # 13-09-3-02-3002-000: A motion to adopt Resolution 2025-008 for the partial termination was made by Tomac and supported by Mrdeza. Roll Call Vote: Yeas: Mrdeza, Gross, Himstedt, Carlton, Tomac, Ruthig Nays: None. The motion passed.
- d. Consider Sending Board Members to the 2025 SCTOA Holiday Meeting (\$45.00): A motion was made by Gross and supported by Himstedt to approve paying for any board members who wish to attend, with spouses paying their own way. Roll Call Vote: Yeas: Gross, Himstedt, Carlton, Tomac, Mrdeza, Ruthig. Nays: None The motion passed.
- e. Consider Adoption of Amendment to subsection 403 of the Chesaning Township Zoning ordinance to allow reconstruction of damaged existing residences in commercially zoned districts: A motion was made by Mrdeza supported by Carlton to accept the Planning Commission's recommendation and amend the zoning ordinance. Roll Call Vote Yeas: Carlton, Tomac, Mrdeza, Gross, Himstedt, Ruthig. Nays: None. The motion passed.
- f. Review of Chesaning Township Investment Policy: A motion was made by Tomac supported by Mrdeza to authorize Treasurer Gross to move money from Citizens Bank to United Federal Credit Union. Roll Call Vote: Yeas: Tomac, Mrdeza, Gross, Himstedt, Carlton, Ruthig. Nays: None. The motion passed.

Public Comment: Three Minutes Per Person (Any Topic): Public Comment began at 8:00 pm with 3 comments heard by the board.

Township Board Comments: The board is legally required to fill the trustee vacancy within 45 days of it occurring, which was October 28th. This places the deadline around December 12th/13th. If the board fails to appoint someone, the county clerk will be required to call a special election. The appointee will serve until the November 2026 general election. The Board will aim to appoint a new trustee at the next board meeting.

Approval of Bills: A motion was made by Himstedt supported by Carlton to pay the bills in the amount of \$241,021.44. Roll Call Vote: Yeas: Mrdeza, Gross, Himstedt, Carlton, Tomac, Ruthig. Nays: None. The motion passed.

Adjournment: Motion by Carlton, supported by Tomac to adjourn the meeting at 8:09p.m. Motion Passed.

Approved: _____

Daniel Himstedt

Chesaning Township Clerk

Supervisor Approval – Yes ___ No ___

Change Requests _____

Supervisor Joe Ruthig _____ Date: _____