

MASTODON TOWNSHIP
Planning Commission and Township Board Workshop
August 11, 2026
5:00 pm

Call to Order/Pledge
Roll Call
Agenda Approval

Short Term Rentals in the Township - Discussion

Public Comment

Adjournment:

Rules of Public Comment:

Members of the public shall have an opportunity, under Public Comment, to address the board for no more than 3 minutes on any matter. Members of the public may talk longer with the approval of a majority vote of the Township Board. Members of the public shall be recognized in the order in which they entered their name on the provided public comment sign in sheets indicating their desire to address the board. Any additional person desiring to address the board who did not use the sign in sheets shall be recognized following those who have signed in.

MASTODON TOWNSHIP
REGULAR MEETING AGENDA
August 11, 2026

Call to Order/Pledge
Roll Call
Agenda Approval
Previous Board Meeting Minutes (July 14, 2026)
Accounts Payable & Payroll Review
Treasurer's Report
Clerk's Report
Supervisor's Report
Road Commission Report
Assessor's Report
Fire Chief's Report
Planning Commission Report – No Meeting
Zoning Administrator's Report
Recreational Committee Report
Village of Alpha Report
Maintenance Report

Guest:

Public Comment Agenda Items:

Unfinished Business

- Thrasher Building Update
- Buck Lake SAD
- Park Usage Ordinance and Application

New Business:

- Planning Commission Appointment

Other Business:

Public Comments:

Board Comments:

Details of Next Meeting: September 12, 2026 10:00am Camp 5 Hall

Adjournment:

Rules of Public Comment:

Members of the public shall have an opportunity, under Public Comment, to address the board for no more than 3 minutes on any matter. Members of the public may talk longer with the approval of a majority vote of the Township Board. Members of the public shall be recognized in the order in which they entered their name on the provided public comment sign in sheets indicating their desire to address the board. Any additional person desiring to address the board who did not use the sign in sheets shall be recognized following those who have signed in.

Minutes

July 14, 2026 Regular Board Meeting

Mastodon Township Regular Board Meeting: Draft Minutes July 14, 2026

Call to Order: The meeting was called to order by Supervisor Skinner at 5:30pm.

Pledge of Allegiance: The Pledge of Allegiance was recited by all in attendance.

Roll Call

Board Members Present: Chad Skinner, Dave Smith, Mike Bjork and Karen Mallon.

Board Members Absent: Stacey Watters

Township Employees Present: Dan Kurtz, Tammy Hendrickson, Andy Flemming, Stu Creel

Public Attendees: Katy Krook, Nancy Scarff, Susan Nesmith, Linda Paine

Approval of Agenda: Motion by Bjork supported by Skinner to approve the agenda as presented. Call to vote. All ayes, motion carried.

Approval of June 9, 2026 Meeting Minutes: Motion by Mallon and support by Skinner to approve the June 9, 2026 Regular Board meeting minutes with the spelling correction to be made to the spelling of Stagger Lake under Recreational Committee Report and to Dan Kurtz's name on page 3 under Maintenance Report. Call to vote: All ayes. Motion carried.

Accounts Payable and Payroll Review: Bjork reviewed accounts payable and payroll. Motion by Skinner to approve accounts payable checks 33081-33105 in the amount of \$18,426.06 from General Fund, checks 1409-1410 in the amount of \$8,194.84 from Road Account, and check 1180 in the amount of \$33.57, invoices 14585 through 14626 from General Fund in the amount of \$13,811.09, and Invoice 14627 from the Water Account in the amount of \$35.17, and invoice 14628 from the Road Account in the amount of \$374.50, and to approve payroll checks 33072 to 33080 and direct deposits 1398-1413 in the amount of \$17,265.26. Support by Smith. Call to vote. All ayes. Motion carried.

Reports

Treasurer Report: Written and submitted

Clerk Report: Written and submitted. Mallon advised all that Early Voting will begin on July 25, 2026 for the State Primary Election. She further advised that the Election Commission met on June 22, 2026, and Election Inspectors for the Primary Election were duly appointed. The Public Accuracy Test for the primary election tabulators will be held on July 20, 2026 at 6:00 pm at the township hall.

Supervisor Report: Supervisor reported that Spring Clean Up Day was a success. Over 155 tires were collected. Met with Clerk and ZA regarding Land Division procedure. Clerk will produce a checklist for the process involved in land divisions to ensure all requests are done in a timely manner.

Road Commission Report: Smith reported he was unable to attend the June 2026 Road Commission meeting. Smith reported on the July 2026 meeting. Road Commission has ordered two new trucks. RC is working on emissions exemption status for plow trucks. Road crack filling is continuing; however, no roads in Mastodon Township will have cracks filled. There are 5 culverts that will be replaced on CR 424. New employees have been hired. The bridge at Idlewild Road is closed. FEMA funding is expected for the April 2026 flood. President Trump approved Michigan Disaster funding for the Spring floods. Fiber optic work continues in the county. Road Commission reported that they are behind in mowing along the road side, and there is no set schedule for the grass cutting. Graveling has not yet been done.

Smith asked if the Township could fix its own roads. Mallon questioned whether the Township could "legally" do that. Skinner advised that the Township cannot fix its own roads. Mallon stated she would like Smith to continue to ride the township roads, Bjork stated he agreed with that as it would "keep the Road Commission on its toes."

Skinner advised Smith that he would like to be let known immediately if any township road needs immediate attention.

Assessor's Report: Written and submitted. Hendrickson wondered how BS&A Cloud would interface with the Village of Alpha for tax purposes. Hendrickson will meet with Watters to discuss further.

Fire Chief's Report: Written and submitted. Fleming advised that the FD missed the deadline for the FEMA grant. They will apply next year. The DNR grant has been submitted.

Planning Commission Report: Bjork was not present at the June 20, 2026 PC Work Session nor at the July 1, 2026 meeting. Chair Courchaine presented Planning Commission report. The June 20 PC Work Session was attended by Courchaine and Kinsey. The two continued review of the Zoning Ordinance to incorporate updates presented in 2022 through 2025. At the July 1, 2026 Regular Planning Commission meeting, STRs were discussed. Two options are available to the Township. The PC would like direction from the Board and requests to meet at a Work Session to discuss how the Board envisions STRs in the Township. Mallon advised that the township's attorney has suggested that this is very advisable. The Board and Planning Commission will meet at 5:00 pm on August 11, 2026 prior to the Regular Board meeting at 5:30 pm on that same day.

Zoning Administrator's Report: Written and submitted.

Recreation Committee Report: No report; no meeting.

Village of Alpha Report: No report submitted

Maintenance Report: Written and submitted. Appreciation from Smith was given to Dan Kurtz for all the work he did to make the Alpha parks ready for the 4th of July celebration. Kurtz reported that brining is not completed. He needs a few more loads of chloride, and then he will be done. Spraying the chloride is working much better.

Public Comment Agenda Items – None

Unfinished Business

Thrasher Building Update: Mallon had presented in the Clerk's report that she spoke with Parcell of the IC Building Department regarding the Thrasher Building. No permit is required if the building has less than two sides. If the building has three or more sides a permit will be required, but he will not charge us for the permit. He stated the Township must have a zoning permit to ensure that setbacks from the road are met. Parcell further advised that no engineering work is required. Parcell stated that Kurtz who has a residential license is well qualified to build. He stated that commercial builders are not required to have a license. MTA and township insurance agent both advised that no special requirements are needed for volunteer work other than the volunteers signing a waiver. Kurtz will design a building and present it to the Board for approval at the August 11, 2026 meeting.

Logging Discussion – Mastodon Township Property 198 Acres: Discussion regarding bids received for forest management. Motion by Mallon to use UP Forest Resources to assist Mastodon Township with managing the 198 acres owned by the Township on Woodlot Road. Support: Smith. Roll call vote: Bjork – yes; Mallon – yes; Smith – yes; Skinner – yes. Motion passed. Smith will advise Terry Reed of UP Forest Resources.

Park Usage Application: Discussion held on Park Usage Application that was provided to the Township by Insurance company, Par Plan. Skinner will work on the form.

Jacob's Lawsuits (x2): Mallon updated Board regarding the two Jacobs lawsuits. Attorney Lynch has indicated that the Paul and Paula lawsuit settlement was agreed to, but he has not seen the signed form. He will update the Board once he has the signed settlement form. Lorraine Jacobs portion of the Perry and Denise Jacobs lawsuit has been entered for a dismissal. Attorney Lynch indicates that his firm served Lorraine with lawsuit documents in

error. Attorney Ryan will update the Board on the action that Perry and Denise Jacobs take to be in compliance with the ZBA decision.

New Business

Buck Lake Electrical Quotes: Kurtz received quotes for electric installation at Buck Lake Park. Motion by Smith to hire Goriesky Electric in the amount of \$3200.00. Support: Bjork. Call to vote: All ayes. Motion passed. Kurtz to notify Goriesky.

Buck Lake Special Assessment District: Bjork advised the Board that he wants the Buck Lake Special Assessment back on the agenda because the motion failed at the June public hearing, and he believes that the resolution is still valid and needs to be acted upon. Bjork did not present the motion to adopt the resolution to the board at this time. Mallon advised the Board that she will contact the Township Attorneys for proper procedure to follow in this matter.

Other Business: None

Public Comment

Jason Rusch – a Stager Lake property owner spoke to the Board regarding a parking situation that occurred at Stager Lake Park on the 4th of July. He stated he contacted the Sheriff's Office but there was no response. He stated he was concerned about the parking on park property because he was told that the ATV/Snowmobile trail was fenced off due to vehicles on park property and causing damage.

Rick – a Buck Lake Property owner voiced his concerns over the process held regarding the Buck Lake Special Assessment hearing on June 5, 2026. He stated that although costs were high, the resolution could have still been passed so that the process could have continued and costs refined.

Linda Paine – a property owner at Chicagoan Lake stated that a land division her father applied for was not handle correctly by the township. The land division application was approved by the Planning Commission on September 3, 2025. Mrs. Paine expressed her disappointed to the Township that proper procedure was not followed in this case as it has caused concerns to her family in their process to sell the properties because the split was not recorded until sometime in April 2026.

Board Member Comments: None

Details of the Next Meeting: The next Regular Board meeting will be held on Tuesday, August 11, 2026 at 5:30 pm.

Adjournment: Motion by Bjork and supported by Smith to adjourn the meeting at 6:55pm. Motion carried.

I hereby certify that the minutes contained herein are the draft minutes of the July 14, 2026, Regular Board meeting. Signed herein by the Mastodon Township Clerk, Karen Mallon on this the 17th day of July 2026.



Karen Mallon, Clerk

Accounts Payable

General Fund

Check 33114-33160 - \$25,133.61

Payroll

July 2026

Checks 33106-33113

DD1414-DD1427

\$17,754.82

CHECK REGISTER FOR MASTODON TOWNSHIP
CHECK DATE FROM 07/15/2026 - 08/05/2026

Check Date	Check	Vendor Name	Description	Amount
Bank CVCU COVANTAGE CREDIT UNION				
07/15/2026	33114	ACE HARDWARE	Supplies	\$ 19.99
07/15/2026	33115	NORTHWOODS CONVENIENCE	FD and TWP Fuel	\$ 330.69
07/15/2026	33116	BRAD ANDERSON	Garbage Reimbursement	\$ 50.00
07/15/2026	33117	SAMANTHA ARNESON	Garbage Reimbursement	\$ 174.72
07/15/2026	33118	BARBARA FRANZ	Garbage Reimbursement	\$ 30.00
07/15/2026	33119	DAVE OR WENDY BAUMANN	Garbage Reimbursement	\$ 125.00
07/15/2026	33120	BIGARI ACE HARDWARE	Supplies	\$ 239.98
07/15/2026	33121	LINDA BJORK	Garbage Reimbursement	\$ 99.00
07/15/2026	33122	JOANNE BURNS	Garbage Reimbursement	\$ 576.00
07/15/2026	33123	PAUL BUSCH	Garbage Reimbursement	\$ 100.00
07/15/2026	33124	CITY SALES INC	Fire Extinguishers	\$ 135.00
07/15/2026	33125	COVANTAGE CREDIT UNION	Visa	\$ 1,916.46
07/15/2026	33126	JACOB DAVIS	Garbage Reimbursement	\$ 187.34
07/15/2026	33127	FAHEY SCHULTZ BURZYCH & RHODES	Legal Fees	\$ 1,036.00
07/15/2026	33128	GFL ENVIRONMENTAL	Utilities - Garbage	\$ 125.00
07/15/2026	33129	KATHY GUZOWSKI	Garbage Reimbursement	\$ 100.00
07/15/2026	33130	KYLE HALL	Garbage Reimbursement	\$ 25.00
07/15/2026	33131	HOME DEPOT	Supplies	\$ 123.60
07/15/2026	33132	COUNTY OF IRON	Payment on Summer Tax Preparation	\$ 867.29
07/15/2026	33133	IWORQ	Annual Subscription Fee	\$ 3,000.00
07/15/2026	33134	REBECCA JOSVAI	Garbage Reimbursement	\$ 100.00
07/15/2026	33135	KEANE'S AUTOMOTIVE SPECIALISTS	Garbage Reimbursement	\$ 123.29
07/15/2026	33136	DANA KITTLESON	Garbage Reimbursement	\$ 250.00
07/15/2026	33137	PAUL KOZOL	Garbage Reimbursement	\$ 96.90
07/15/2026	33138	KURTZ COUNTRY FARM	Garbage Reimbursement	\$ 700.00
07/15/2026	33139	JAN LEMKE	Garbage Reimbursement	\$ 722.71
07/15/2026	33140	MARK LEONHARDT	Garbage Reimbursement	\$ 18.00
07/15/2026	33141	KATHY LEWANDOWSKI	Garbage Reimbursement	\$ 20.00
07/15/2026	33142	CRAIG MAXWELL	Garbage Reimbursement	\$ 125.00
07/15/2026	33143	MIKE MICHELA	Garbage Reimbursement	\$ 106.83
07/15/2026	33144	NORTH COUNTRY WEBSITE DESIGN	Website Update	\$ 35.50
07/15/2026	33145	MICHELE REYNEN	Garbage Reimbursement	\$ 100.00
07/15/2026	33146	JOHN ROGERS	Garbage Reimbursement	\$ 274.72
07/15/2026	33147	MICHAEL ROSEK	Garbage Reimbursement	\$ 150.00
07/15/2026	33148	SCHULTZ THOMAS	Garbage Reimbursement	\$ 74.25
07/15/2026	33149	SIEWIOREK FRANK	Garbage Reimbursement	\$ 45.00
07/15/2026	33150	SLIVENSKY LUMBER	Supplies	\$ 476.16
07/15/2026	33151	TOM STALEY	Garbage Reimbursement	\$ 100.00
07/15/2026	33152	SUSAN SCHNIEDER	Garbage Reimbursement	\$ 75.00
07/15/2026	33153	AL TUELL	Garbage Reimbursement	\$ 90.00
07/15/2026	33154	WE ENERGIES	Electric Fees	\$ 592.94
07/15/2026	33155	ANTHONY WILLIAMSON	Garbage Reimbursement	\$ 50.00
07/15/2026	33156	CAROL WINGER	Garbage Reimbursement	\$ 323.72
07/20/2026	33157	MASTODON TOWNSHIP ROAD ACCOUN	Per Treasurer - State Funding	\$ 8,646.10
07/20/2026	33158	PENGUIN MANAGEMENT, INC.	Reimburse Miscoded Check 32734	\$ 600.00
07/26/2026	33159	GORIESKY ELECTRIC LLC	Buck Lake Park Electric Down Paym	\$ 1,600.00
07/26/2026	33160	MASTODON TOWNSHIP	Petty Cash Reimbursement	\$ 376.42
CVCU TOTALS:				\$ 25,133.61

Invoices for Approval

For Board Approval

**Invoices 14638-14654
General Fund \$ 2,625.87**

INVOICE REGISTER REPORT FOR MASTODON TOWNSHIP
INVOICE ENTRY DATES July 15-August5, 2026
INVOICES 14638 - 14654

Inv Num Inv Ref#	Vendor Description GL Distribution	Due Date	Inv Amt	Amt Due
194096				
14638	CJ GRAPHICS	08/21/2026	\$ 438.95	\$ 438.95
	LASER CHECKS FOR GENERAL ACCOUNT			
	101-201.000-726.000 SUPPLIES		\$ 438.95	
2705				
14639	NORTHWOODS CONVENIENCE	08/09/2026	\$ 349.41	\$ 349.41
	FEUL /GAS GARGE			
	101-266.000-925.000 FUEL/GAS/OIL		\$ 349.41	
INV092190				
14640	SPECTRUM PRINTERS. INC.	08/16/2026	\$ 60.86	\$ 60.86
	ELECTION BINDER KIT			
	101-191.000-726.000 SUPPLIES		\$ 60.86	
072726				
14641	KEANE'S AUTOMOTIVE SPECIALISTS	08/12/2026	\$ 125.00	\$ 125.00
	GARBAGE GROUP 5 VOUCHERS			
	101-280.000-801.000 GARBAGE GROUP 5 VOUCHERS		\$ 125.00	
072706				
14642	JAMES ROSSI	08/12/2026	\$ 45.00	\$ 45.00
	ROSSI FAMILY CF LIBRARY			
	101-285.000-801.000 ROSSI FAMILY CF LIBRARY		\$ 45.00	
72726				
14643	BILL SCHOLZ	08/12/2026	\$ 100.00	\$ 100.00
	SCHOLZ GARBAGE VOUCHERS 4/10			
	101-280.000-801.000 SCHOLZ GARBAGE VOUCHERS 4/10		\$ 100.00	
072626				
14644	BRAD ANDERSON	08/12/2026	\$ 50.00	\$ 50.00
	GARBAGE VOUCHERS B ANDERSON 2/10			
	101-280.000-801.000 GARBAGE VOUCHERS B ANDERSON 2/10		\$ 50.00	
072626				
14645	AL TUELL	08/12/2026	\$ 50.00	\$ 50.00
	GARBAGE VOUCHERS A TUELL 2/10			
	101-280.000-801.000 CONTRACT SERVICES GARBAGE VOUCHER		\$ 50.00	
071526				
14646	DON & SUE ECHOLA	08/12/2026	\$ 50.00	\$ 50.00
	GARBAGE VOUCHERS D. ECHOLA 2/10			
	101-280.000-801.000 GARBAGE VOUCHERS D. ECHOLA 2/10		\$ 50.00	
072726				
14647	SUZAN BALLO	08/12/2026	\$ 73.75	\$ 73.75
	GARBAGE VOUCHERS S BALLO 3/10			
	101-280.000-801.000 GARBAGE VOUCHERS S BALLO 3/10		\$ 73.75	
T30000177450				
14650	GFL ENVIRONMENTAL	08/12/2026	\$ 757.90	\$ 757.90
	SPRING CLEAN UP DUMPSTER			
	101-280.000-818.000 CONTRACTED SERVICES - "SPRING/FALL"		\$ 757.90	
1585				
14651	TRU RECYCLING	08/12/2026	\$ 372.00	\$ 372.00
	SPRING CLEAN UP TIRES			
	101-280.000-818.000 CONTRACTED SERVICES - "SPRING/FALL"		\$ 372.00	
072826				
14652	JAMES ROSSI	08/12/2026	\$ 23.00	\$ 23.00
	GARBAGE VOUCHERS ROSSI 1/10			
	101-280.000-801.000 GARBAGE VOUCHERS ROSSI 1/10		\$ 23.00	
072926				
14653	PAUL BUSCH	08/12/2026	\$ 100.00	\$ 100.00
	GARBAGE VOUCHERS P BUSCH 4/10			
	101-280.000-801.000 GARBAGE VOUCHERS P BUSCH 4/10		\$ 100.00	
073126				
14654	MICHAEL BROWN	08/12/2026	\$ 30.00	\$ 30.00
	LIBRARY CARD - DARCY			
	101-285.000-801.000 LIBRARY CARD - DARCY		\$ 30.00	
# of Invoices:	15 # Due: 15 Totals:		\$ 2,625.87	\$ 2,625.87

July Payroll Check Register Report
Check Date: 07/14/2026 Pay Period End Date: 07/14/2026

Check Date	Check Number	Name	Check Amount
07/14/2026	33106	BJORK, MICHAEL J	292.49
07/14/2026	33107	CORNELIA, DAMION	13.22
07/14/2026	33108	CORNELIA, WADE	92.35
07/14/2026	33109	CREEL, STUART	668.95
07/14/2026	33110	FLEMING, ANDREW C	878.64
07/14/2026	33111	JENSEN, PAMELA	69.26
07/14/2026	33112	SMITH, DAVE	502.17
07/14/2026	33113	WHITE, DONALD E.	13.21
07/14/2026	DD1414	COURCHAIINE, SHERRIE L.	1,292.97
07/14/2026	DD1415	HENDRICKSON, TAMMY L.	1,835.41
07/14/2026	DD1416	HOFFMAN, WILLIAM	26.42
07/14/2026	DD1417	KINSEY, ASHLEE	264.30
07/14/2026	DD1418	KURTZ, DANIEL G	3,362.03
07/14/2026	DD1419	KURTZ, MARY	1,819.76
07/14/2026	DD1420	LUFT, ADAM D	39.65
07/14/2026	DD1421	MALLON, KAREN M	2,079.09
07/14/2026	DD1422	MALLON, KAREN M	1,156.97
07/14/2026	DD1423	PICKART, JONATHON	318.60
07/14/2026	DD1424	SKINNER, CHARLES	1,644.63
07/14/2026	DD1425	WATTERS, STACEY	1,305.41
07/14/2026	DD1426	WINGER, ADAM M	39.64
07/14/2026	DD1427	WINGER, DOMINIC	39.65
Totals:			17,754.82

Reports

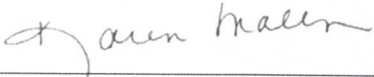
MASTODON TOWNSHIP CLERK'S REPORT

PERIOD ENDING JULY 31, 2026

- July 14, 2026 Regular Board Meeting Draft Minutes Submitted

CLERK'S OFFICE UPDATE

- Early Voting Occurred during this period. 48 voters appeared during this period to vote.
- Election Day Voting was held on August 4, 2026. 272 voters in total voted.
- BS&A Cloud Conversion has begun.



Karen Mallon, Clerk

August 5, 2026

Date

93.2 miles total

Zoning Administrator Activities

July 2026

Planning Commission and Township Board Meetings

July 14: Attended Township Board meeting.

July 21: Attended Board of Review.

Application Reviews and Zoning Inquiries

July 1: Returned phone calls from Linda Paine regarding the Scarff land division approved in September 2025. She expressed significant dissatisfaction with the process, stating: • **"Why was it not completed... and who dropped the ball?"** • **"We ALL will be held accountable."** • **"We better do something about it."** I explained my role in the process, the status of the paperwork, and my conversations with Mr. Scarff. She was informed that the paperwork had been received but not forwarded to the Assessor. New procedures for land divisions **must** be created.

July 7: Call with Kurt Nelson, 158 Marywood Lane, regarding questions on application for zoning compliance.

July 7: Call with Perry Jacobs, 172 Jacobs Drive, regarding requirements for shoreline work, dock installation, and related permitting. Advised him to contact Soil Erosion & Sediment Control at the Construction Code Office.

July 8: Reviewed Application 2026-004 (Nelson, 158 Marywood Drive); scheduled site visit for July 10.

July 14 & 16: Texted Daryl DeNell requesting site plans for Ackers parcel (Application 2026-008).

July 14: Texted with Perry Jacobs regarding variance application requirements.

July 14: Emails with architect John Larsen regarding site plan requirements, elevations, and survey for the Jacobs project.

July 16: Email reply to developer regarding parcel 006-270-011-00. Determined parcel is part RR and part MUF; minimum parcel sizes cannot be met, so no splits are possible.

July 16: Discussion with Daryl DeNell regarding nonconforming structures and options at 616 Pentoga Trail; reviewed Section 900 of the ordinance.

July 20: Emails with Melissa regarding ZBA membership requirements and appointment process.

July 21: RV/Campground research in the 2018 zoning ordinance and its application to Resort Residential parcels. Determined enclosed utility trailers used for sleeping purposes become RVs and are regulated as such regardless of DOT licensing.

July 22: Reply to voicemail regarding number of RVs allowed.

July 22: Received Application 2026-009 (Johnson family, 531 Tobin Alpha Road) to replace existing trailer.

July 27: Received email notification of receipt of Don Echola ZBA application.

July 28: Reviewed Don Echola ZBA request 2026-001 and updated iWorQ. Texted Don requesting a site plan and inquired who completed the ZA checklist; he stated he did not. Emailed Clerk regarding same.

July 28: Completed iWorQ entries for Nelson (2026-004) and printed copy for filing.

July 28: Completed iWorQ entries for Acker (2026-008); requested floor plan and staking of site before scheduling visit.

July 28: Completed Echola ZBA application in iWorQ.

July 29–30: Calls with Zach Carlson regarding zoning compliance requirements for a storage shed and greenhouse. Identified GIS discrepancy and forwarded to Assessor for review.

July 30: Received Don Kurtz Application 2026-010 for new home build adjacent to 822 Highway 424; entered into iWorQ and scheduled site visit for July 31.

July 30: Email reply to Ryan Wucherer with additional questions on MUF.

Site Visits and Inspections

July 10

- Site visit – 158 Marywood Lane (Nelson, Application 2026-004). Verified setbacks for 32'×48' garage. Setbacks met – **Approved**.
- South Shore Road drive-around to investigate potential tiny home placement; no evidence found. Mileage for both: **24.8 miles**.

July 29

- Site visit – 370 Tremolo Lane (Joe Koll). Investigated tree removal in setback. Trees removed appeared mostly dead/dying; remaining trees present near lot lines and within the 30-ft greenbelt. Explained site plan and SESC permit requirements.
- Site visit – 137 Jacobs Drive (Paul & Paula Jacobs). Verified sauna and gazebo have been moved and are now in full compliance with ordinance.
- Site visit – 531 Tobin Alpha Road (Johnson family, Application 2026-009). Verified setbacks for replacement modular home (64×28) and 28×28 garage. Setbacks met – **Approved**.
- Site visit – Anders Lane (Acker, Application 2026-008). Checked site prep; equipment idle. Picked up floor plan from Township to complete application. Mileage for all four: **57.6 miles**.

July 31

- Site visit – 822 Highway 424 (Kurtz, Application 2026-010). Verified setbacks for new home build (36×42 house with 12×24 covered porch; 32×28 garage). Setbacks met – **Approved**. Mileage: **10.8 miles**.

Correspondence and Communications

July 1: Numerous email communications with Clerk, Supervisor, and Assessor regarding Scarff land division issues.

July 1: Completed Administrator's reports to the Board.

July 6: Email follow-up with Laurie H. and Erika M. regarding completion of cleanup/restoration at 147 Elvira Drive.

July 7: Returned Don Echola voicemail; left message and planned follow-up via text.

July 8: IworQ cleanup – entered missing application data and documents.

July 13: Met with Chad and Karen regarding Land Division SOPs; work in progress.

July 13: Returned call from Mark Peterson regarding zoning; left voicemail.

July 13: Call with Daryl DeNell regarding zoning on Troy Ackers parcel on Indian Lake off Anders Lane.

July 14: Call with Mark Peterson regarding zoning requirements and setbacks on parcel off Blueberry Corners (builder: Dave Rucinski).

July 16: Returned call to Shelly Ramaish (Land O' Lakes realtor) regarding zoning along Pentoga Trail.

July 21: Email communications with Deputy Clerk regarding application placement confusion; clarified builder vs. owner name issue.

July 21: Texts with Don Kurtz regarding follow-up questions on zoning application.

July 22: Email communication with Supervisor regarding STR issues and zoning ordinance adoption delays/reversion to 2018 ordinance.

7/22 The Township Clerk sent a message to the Board containing strong accusations regarding the Zoning Administrator's conduct. The correspondence alleges hostility, aggressive behavior, and repeated use of vulgar language toward township officials and the public. It asserts that prior requests for corrective action were ignored and escalates the matter by referencing potential pursuit of a personal protection order. The tone is distinctly adversarial and conveys a formal complaint rather than a routine administrative concern.

7/22 forwarded clerk's email to the party's referenced or paraphrased in her message so they could be informed of what was being said on their behalf.

7/23 Met with Supervisor regarding Clerk's message and future actions required.

7/23 Submitted to the Board a formal written response to the Clerk's accusatory email dated July 22, 2026. The letter disputes several allegations as unsubstantiated or factually incorrect and requests that the Township Board require written corroboration from all named individuals prior to any action. It further notes that the Clerk's stated intent to seek a Personal Protection Order constitutes a personal threat and creates a hostile work environment.

The response formally demands:

A public hearing on or before July 31, 2026, to allow testimony and factual review.

Engagement of Township legal counsel to advise on due process, defamation, and compliance with Michigan law.

Written corroboration from all referenced parties and documentation cited in the Clerk's complaint.

Board action following the hearing, including potential censure of the Clerk and reassignment of non-statutory duties.

Reservation of legal rights to pursue remedies should the allegations prove false or defamatory.

The letter emphasizes transparency, adherence to statutory authority, and protection of the Township from administrative and legal risk.

Training and System Setup

July 8: IworQ cleanup – entered missing application data and documents.

Reporting and Documentation

July 1: Completed Administrator's reports to the Board. J

July 29: Emailed Clerk and Supervisor confirming Jacobs site visit and compliance.

Zoning Violations Resolved

July 29: Verified sauna and gazebo at 137 Jacobs Drive are now fully compliant with ordinance setbacks.

Open Violations

• Perry & Denise Jacobs – 172 Jacobs Drive: Litigation ongoing. • Clint Johnson – 424 & Alpha Village: No site plan submitted; work remains stopped.

Violation Inquiries

None this month.

Areas of Concern

- Land Division SOPs require revision following Scarff case.
- STR enforcement and ordinance adoption delays continue.
- Multiple inquiries regarding RV definitions, MUF district rental rules.

As of the writing of this report on August 4, 2026, there has been no response or reply from the Board regarding my request for a public hearing.

Respectfully Submitted



Stuart Creel

Zoning Administrator

Unfinished Business

New Business



Outlook

Planning commission selection

From The Shearin Homestead <cathyshearin@gmail.com>

Date Sun 7/19/2026 12:27 AM

To mastodonclerk@att.net <mastodonclerk@att.net>

Cathy Shearin
Crystal falls, MI

Planning Commission Selection Committee
Mastodon Township

Hello,

I'm writing to express my interest in serving on the Mastodon Township Planning Commission. As an active community member with experience in nonprofit leadership, local project development, and homestead-based land use, I'm eager to contribute to thoughtful, practical planning that supports both residents and long-term township growth.

My background includes coordinating community initiatives, working with local families, and managing projects that require clear communication, structured planning, and collaboration with diverse stakeholders. I value responsible land use, accessible community development, and policies that balance growth with the rural character that makes Mastodon Township unique.

I would appreciate additional information about the position, what is expected and what is offered.

Thank you for your consideration.

Warmly,
Cathy Shearin

Other Business