

Mastodon Township Regular Board Meeting Minutes

Tuesday, December 09, 2025

A regular meeting of the Mastodon Township Board was called to order at 5:37 pm by Clerk Karen Mallon.

Pledge of Allegiance was said.

PRESENT BY ROLL CALL: Mike Bjork, Karen Mallon, Stacey Watters, Dave Smith.

Not Present: Chad Skinner (absence excused).

Department members present: Andy Fleming, Dan Kurtz, Paul Mallon PC Chair, Tammy Hendrickson

Public in attendance: .

APPROVAL OF AGENDA: Motion by Smith to approve agenda as presented. Support: Bjork. Call to vote: All ayes; no nays. Motion carried.

APPROVAL OF MINUTES: Motion by Watters to approve the minutes of the November 11, 2025 minutes. Support: Smith. All ayes; no nays. Motion Carried.

ACCOUNTS PAYABLE & PAYROLL REVIEW: Bjork reported to the Board that according to Township policy, the Board does have to approved payables prior to paying invoices unless the invoice is for a utility bill or if there is a possible penalty for late payment. He stated he will include invoices reviewed for payment. Bjork reviewed payables and payroll for checks numbers 32738 to 32762 for General fund in the amount of \$5,755.18, and check number 1873 for the Water account in the amount of \$23.90. Payroll review included checks 32751 to 32759 and direct deposits 1305-1318 totaling \$13,772.68. Invoices for review include 14216-14239 in the amount of \$6,765.84 for General Fund and \$26.07 for the Water account. Bjork noted that an invoice in the amount \$2,095.79 for CLA for post audit review work is slated for payment.

Motion by Bjork to approve payables, invoices and payroll as submitted. Support: Mallon. Call to vote. All ayes; no nays. Motion carried.

REPORTS:

Treasurer: Written and submitted.

Clerk: Written and submitted. Reported that 2026 there will be elections. If election happens in February, the Board will have to approved election wages. Clerk also reported that the two township millages are up for renewal. These millages will have to be approved by the Board and attorney for approval by April 2026.

Supervisor: No report.

Road Commission Report: Smith reported he was unable to attend Road Commission meeting. The Road Commission Chair will email the report to Skinner.

Assessor: Written and submitted.

Fire Chief: Written and submitted. Dave Smith reported that the Fire Department is in need of volunteer firemen at the Camp 5 location and requested that the Board make the public aware.

Planning Commission: Bjork reported that the commission reviewed the survey submitted by the Rec Committee. The Zoning Ordinance review has been tabled as they will be working on the Master Plan updates so that the Master Plan and Zoning Ordinance are in sync. Bjork reported that the 2022 version of the Zoning Ordinance was not approved and there are changes in that version that are not in compliance per the State of Michigan. Bjork reported that approval has been given for three of the commission members to enroll in the MSU Extension online class, Citizen Planner. Clerk reported funds are available for this training. Smith requested that the Planning Commission look into the Greenbelt and removing the restrictions because it causes confusion to people. He stated that the Road Commission is not interested in this restriction and stated that CR 424 is not a scenic road.

Zoning Administrator: Written report submitted. Clerk reported to the Board that there are three zoning violations written and are time sensitive. Demand letters are written and there has been no follow up.

Recreational Committee: Written and submitted. Kurtz stated that the Rec Committee will continue to send reports to the Board monthly as they meet. Kurtz stated that the Rec Committee is seeking approval from the Board for projects. He also wondered once projects are slated and pricing and is approved, who does the work? Bjork stated that the Planning Commission and Rec Committee will meet at the Planning Commission meeting in February 2026 for budget recommendations. Bjork stated that the Planning Commission is in favor of several ideas presented through the survey, but funding at budget time needs to be approved. Bjork offered that at budget time projects could be presented for 2026 work. If the DNR grant is awarded it might not be until 2027.

Maintenance: Written and submitted. Smith offered accolades for work done with the drain project. Discussion regarding work done on the pickup truck. Both Smith and Bjork wondered about the warranty. Kurtz stated the warranty has expired and the work is completed.

PUBLIC COMMENT: Agenda Items. None

UNFINISHED BUSINESS:

Fire Hydrant Replacement/Review Status: Clerk advised Board that she is researching information regarding any agreement between the Village of Alpa and the Township regarding fire hydrants. A sample Fire Hydrant Memorandum of Agreement was presented for the Board to review, modify and consider for a future date. Bjork will check with the Village about any information of quotes for replacement of fire hydrants received this past summer. Fleming stated that the Township needs a Fire Service agreement with the Village that offers mutual support. The Village does not pay for any fire services, and the only known agreement may be from the 1980's.

Bjork would like a drafted agreement to be done by the Fire Department and presented to legal for approval. Smith would like the Supervisor and Clerk to have review and input as well.

NEW BUSINESS:

Budget Amendment and Adjustments: Tabled

Election and Millage Renewal Update: Clerk reported on these with her Clerk report.

OTHER BUSINESS: None

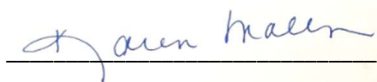
PUBLIC COMMENT: Paul Mallon asked for clarification about Planning Commission member training.

BOARD COMMENTS: None

DETAILS OF NEXT MEETING: January 13, 2026 at 5:30 pm at the Township Hall.

ADJOURNMENT: Motion by Bjork to adjourn the meeting at 6:16pm. Support: Smith. Call to vote. All ayes; no nays. Motion carried.

I hereby certify that the minutes contained herein are the draft minutes of the November 11, 2025, Regular Board meeting. Signed herein by the Mastodon Township Clerk, Karen Mallon on this the 12th day of November, 2025.



_____, Karen Mallon, Clerk