



REGULAR BOARD MEETING

August 12, 2025 at 7:00 PM

Madison Township Hall – 3804 South Adrian Hwy.

AGENDA

Zoom Notification

Call To Order (Cell Phone Reminder - Silent Prayer – Pledge)

Roll Call of Township Board

Public Hearings (If Applicable)

Amendments to Regular or Consent Agenda

Petitions and Communications of Township Board

Introduction of Special Guests

Public Comment (any agenda item – 3 minutes)

Department Head Communications

Approval of Consent Agenda

- [1.](#) Approval of Previous Meeting Minutes
2. Treasurer's Report
3. Presentation of Bills
- [4.](#) Police Department Report
- [5.](#) Fire Report
- [6.](#) Building Official's Report
- [7.](#) Electrical Inspector's Report
- [8.](#) Mechanical Inspector's Report
- [9.](#) Plumbing Inspector's Report
- [10.](#) DPW Report

11. Advisory Committee Reports/Minutes

[12.](#) Statutory Board Reports/ Minutes (BOR, Planning, ZBA)

Old Business/Unfinished Business

New Business

[1.](#) Building Department Vehicle Purchase

[2.](#) Budget Amendment

Elected Official Comment (any topic – 2 minutes)

Public Comment (any topic – 3 minutes)

Announcements

Adjournment/Recess



CHARTER TOWNSHIP OF MADISON

Ryan Rank
Supervisor
Janet Moden
Clerk
Harold Gregg
Treasurer

3804 S. ADRIAN HIGHWAY
ADRIAN, MI 49221
517-263-9313 Fax: 517-263-4569

TRUSTEES
Howard Bales
Ralph Benschoter
Chad Rodgers
Norman Schutte

Madison Township Board Meeting
Held in Person and Electronically (Zoom)
Minutes of July 8, 2025

7:00 p.m. Board Meeting called to order, with a silent prayer, and pledge to the flag said by all.

ROLL CALL:

All present in person: Bales, Gregg, Moden, Rank, Benschoter, Rodgers , and Schutte.

AMENDMENTS TO THE AGENDA: None

PETITIONS & COMMUNICATIONS: Clerk Moden read correspondence received from Comcast, cable programming changes coming in August.

INTRODUCTION OF SPECIAL GUESTS: None

LIMITED PUBLIC COMMENT ON AGENDA ITEMS: None

3-MINUTE DEPT. HEAD UPDATES:

Fire: Chief Wilson absent.

Police: Chief Gentner presented a comprehensive log of his departments activities YTD from July 2024 – 2025 by category and the amount of increase or decrease with each category in those years’ time. He stated that if we continue to see that same type of increase in activities in the future, he will have to come to the township for additional police manpower. Currently there has been a 223.70% increase over last year.

Water/Sewer: Watterson on vacation.

Inspection: Building Official, Rincon reported that permits and inspections have been steady this month.

Legal: The township lawyer explained the process that it takes to process ordinance violations and citations through the local court system and the cost to the township as well. All of which can take up to a year to process due to the current ordinance process.



CHARTER TOWNSHIP OF MADISON

APPROVAL OF CONSENT AGENDA: Motion by Benschoter, supported by Rodgers to approve the consent agenda and previous month’s board meeting minutes. Roll call vote: Bales, Yes; Gregg, Yes; Moden, Yes; Rank, Rodgers, Yes; Benschoter, Yes; and Schutte, Yes. Motion carried 7-0.

OLD BUSINESS/UNFINISHED BUSINESS: None

NEW BUSINESS:

Budget Amendment:

101-336-710-002 \$4000.00 Fire Dept – Provident Ins. Accident Ins.

Motion by Gregg, supported by Rodgers to approve a budget amendment to the fire dept. insurance line item for \$4000.00.

Roll call vote: Bales, Yes; Gregg, Yes; Moden, Yes; Rank, Rodgers, Yes; Benschoter, Yes; and Schutte, Yes. Motion carried 7-0.

PA116 – Terra Haven Farms - Sand Creek Hwy and Gier Rd. - 103 acres

The Lenawee County Planning Commission and Lenawee County Conservation League have approved this application for 103 acres of land on Sand Creek Hwy and Gier Rd owned by Terra Haven Farms. Motion by Moden, supported by Rodgers to approve this property for PA116 designation with the township.

Roll call vote: Bales, Yes; Gregg, Yes; Moden, Yes; Rank, Rodgers, Yes; Benschoter, Yes; and Schutte, Yes. Motion carried 7-0.

ELECTED OFFICIALS’ COMMENTS:

Rank: Asked the audience if anyone had noticed the “No Dumping” signs over near Ghost Trestle on Bailey Hwy.

Bales: Brought up and explained some of the reasoning behind the board looking at the International Property Maintenance code. Again, explained how lengthy the current court and citation system is to manage, as well as the cost. There was discussion on progressive citations before going to court.



CHARTER TOWNSHIP OF MADISON

AUDIENCE COMMENTS:

Residents, Mr./Mrs. John Hickman from Fairlawn Ave, expressed their frustration at why the blight in their area never seems to be taken care of or it always comes back. Supervisor Rank explained, along with Chief Gentner and the township attorney, that it is a lengthy process as the ordinances are currently written. He explained that the board has been meeting for the last two months as a Meeting of the Whole, in which they discuss the status of issues within the township and brainstorm what direction the board might take to solve any issues. No decisions are made, just information shared, and ideas discussed. This is being done in this manner in order for the whole board to hear the same info at the same time, instead of bouncing it from one committee to another. One of the major objectives of these meetings is for the board to become familiar with the various aspects of the International Property Maintenance code that we want to adopt, but not all of the code, only those parts that actually benefit the residents of Madison Twp.

Resident, Dale Thielan, asked how the public could participate in these meetings such as the Committee of the Whole. He was informed that it is a posted meeting on the website and is usually held the day before the monthly board meeting at 3:00 in the afternoon. It is an open meeting that anyone is allowed to attend but is not always held every month, only as scheduled.

Resident, Wynn Fike, asked where exactly the PA 116 property was located that was approved. He was told that it was part of the old Oldfield property along Sand Creek Hwy.

ANNOUNCEMENTS: The Planning committee will be meeting on July 24,2025 as part of the required number of meetings per year. It is hoped that they will start to work on updating the Township Master Plan review.

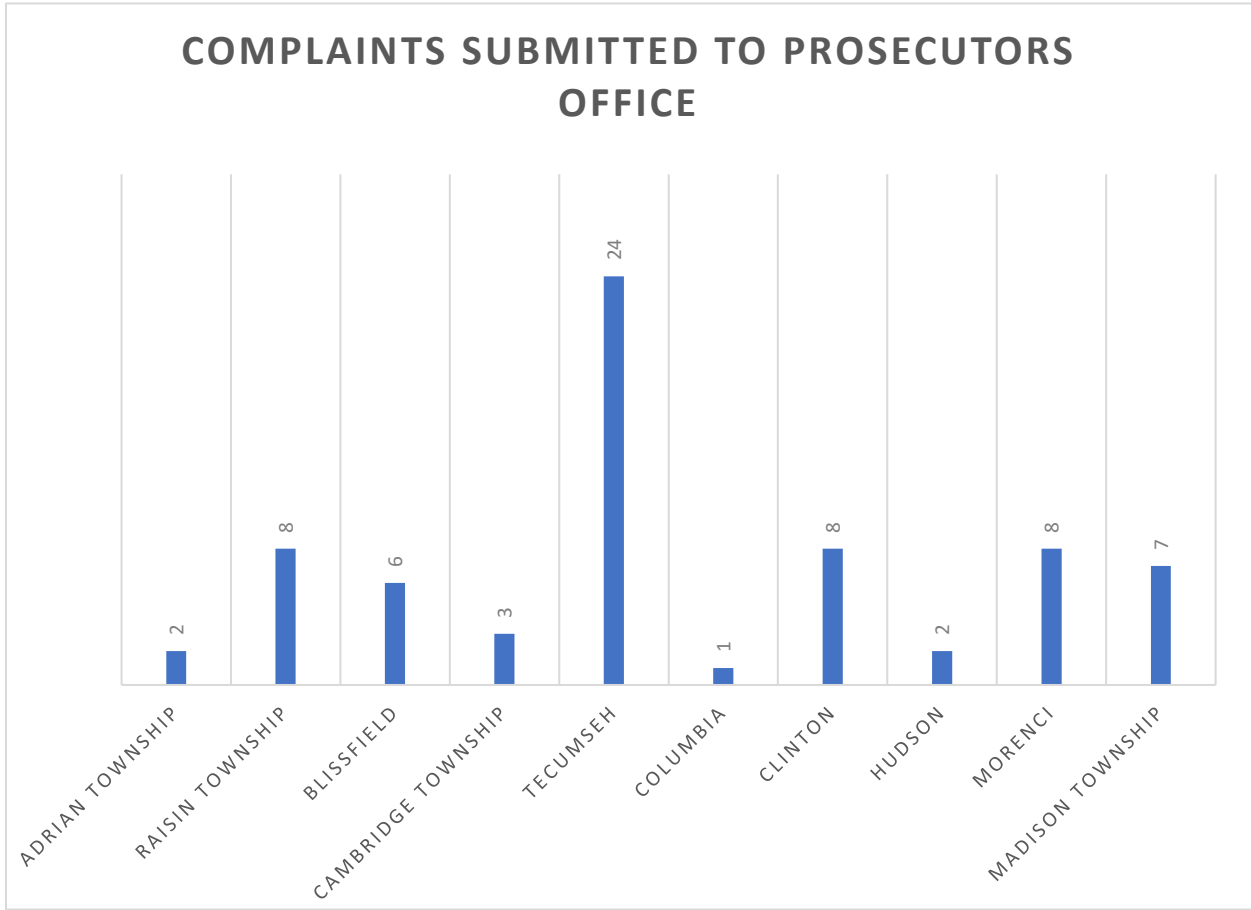
ADJOURNMENT/RECESS: Motion by Rogers, seconded by Benschoter, to adjourn the meeting. Motion carried 7-Yes; 0-No. Meeting adjourned at 7:23 p.m.

Typed and Submitted by:

Janet Moden
Township Clerk



July Board Report



22 Ordinance Violations handled this month.

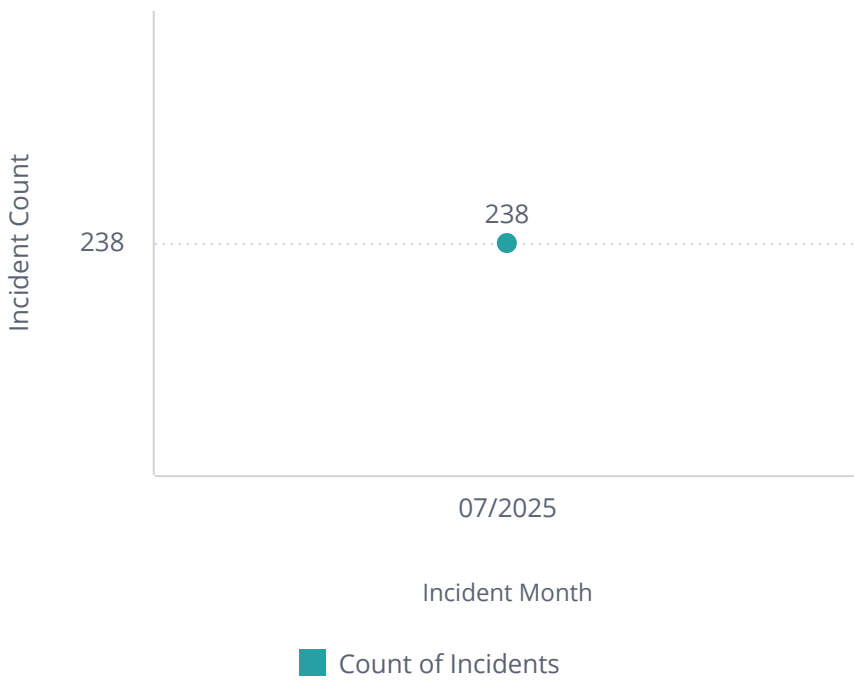
Total Number of Incidents



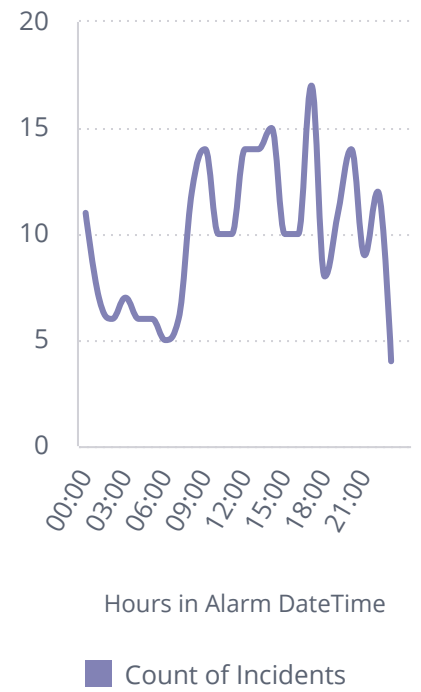
Average Time on Scene



Incident Trend



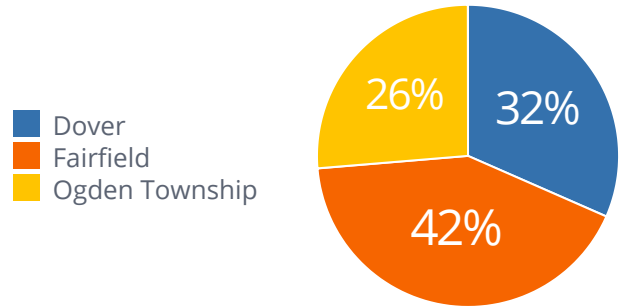
Time of Incidents



Percent of Incident Responses by Incident Type



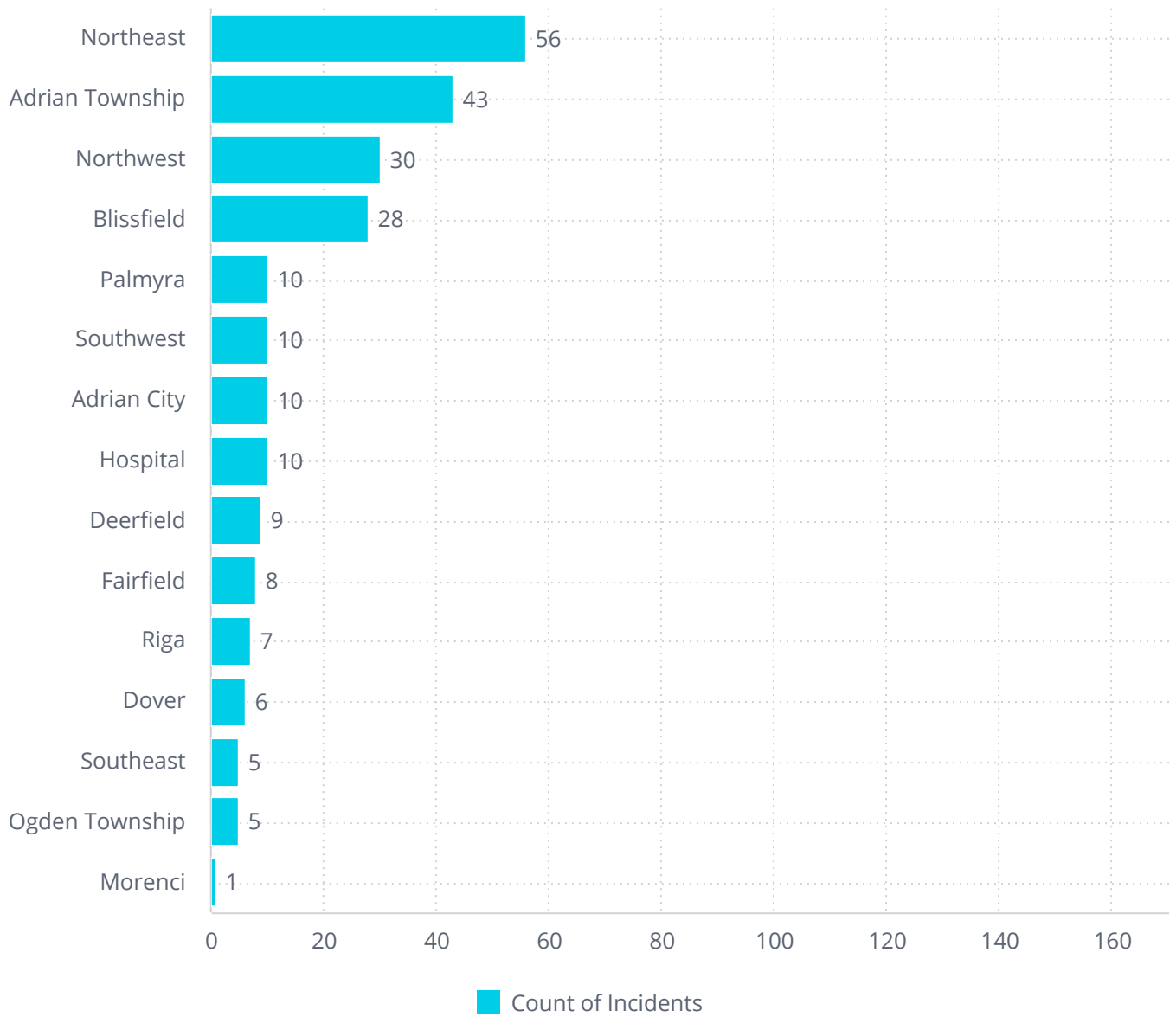
Contract Area Count



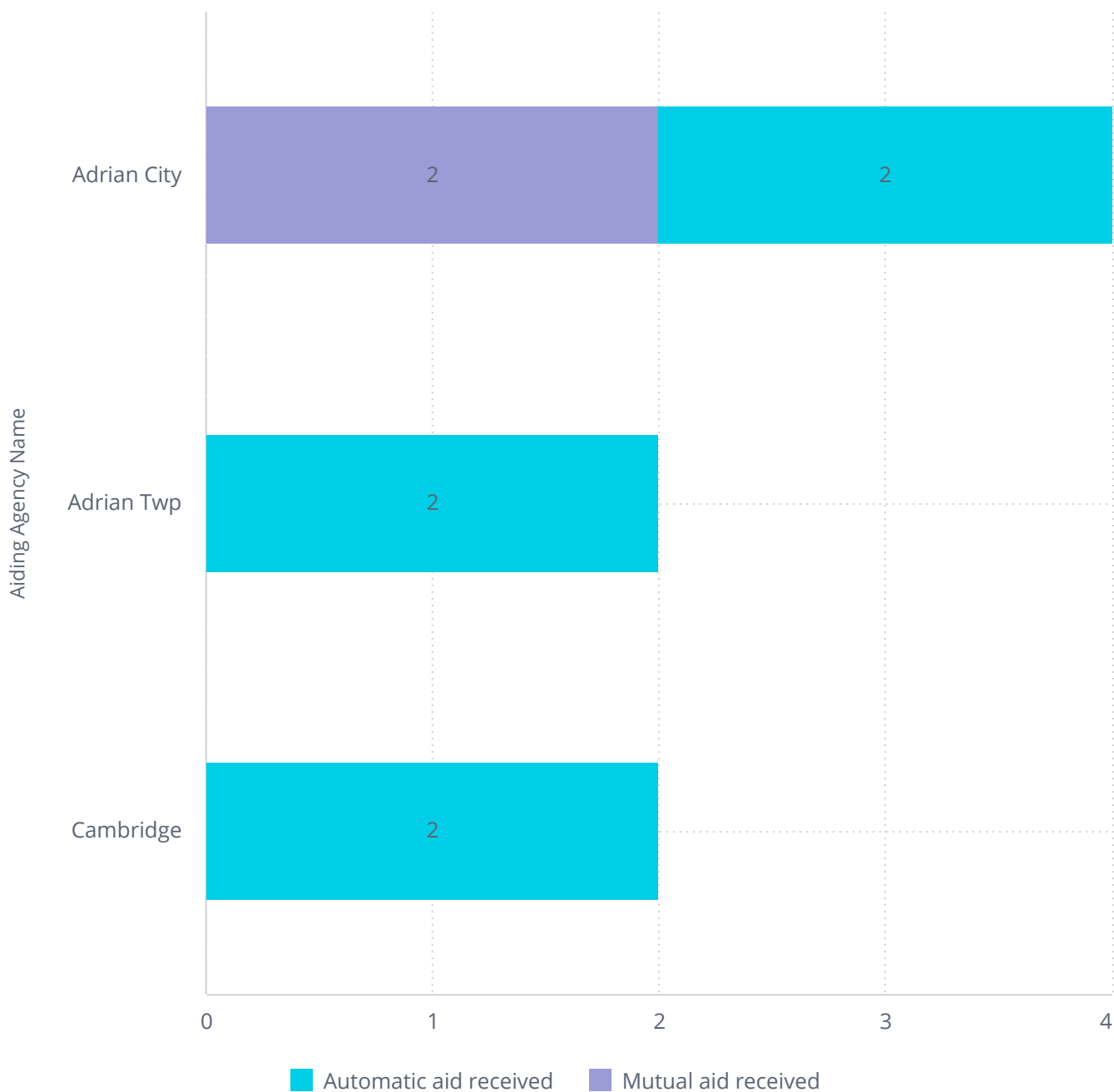
Incident Type

Incident Type	Incident Count
BLS Transfer	2
Citizen Assist	9
EMS call, excluding vehicle accident with injury	77
Madison transport for BLS agency	3
Medical Alarm	3
Motor vehicle accident with injuries	2
Motor vehicle accident with no injuries.	3
Paramedic Assessment- BLS agency	35
Paramedic transport- BLS agency	21
Rescue or EMS standby	1

Count of Incidents by District



Mutual Aid Recieved

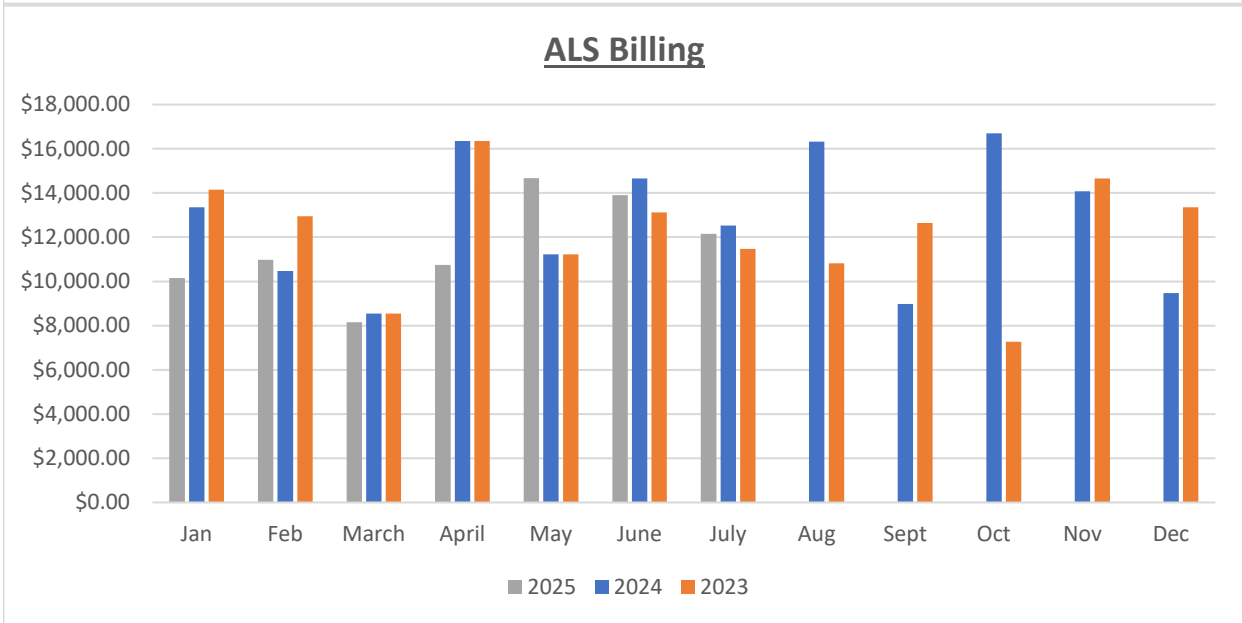
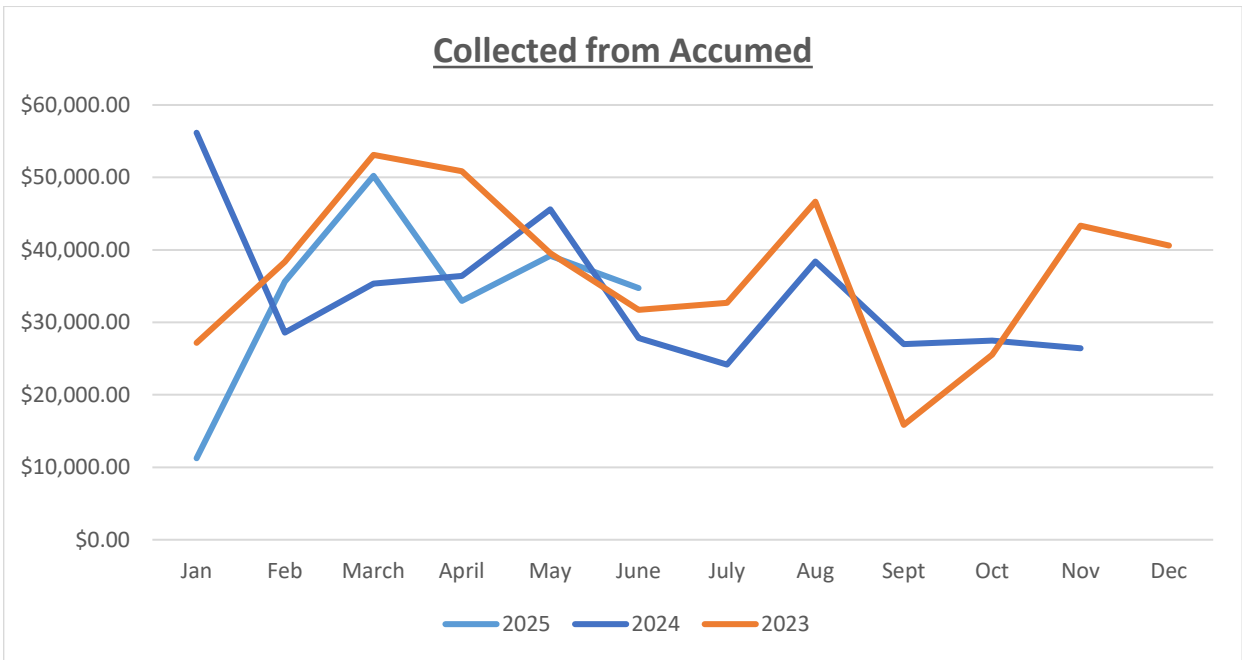


Mutual Aid

Aid Given Or Received	Incident Type	Incident Count
Automatic aid given	Dispatched and Cancelled- Mutual Aid Fire	1
	Engine Assist	3
Automatic aid received	Building fire	1
	Smoke or odor removal	1
Mutual aid given	Ambulance Assist	1
Mutual aid received	Dispatched and Cancelled- Unavailable	2

Calls By Unit

Unit Name	Percentage of Calls ↓	AVG Time on Scene
E88	48.20%	27m:45s
M4	29.28%	33m:50s
M7	14.41%	42m:31s
M6	8.56%	32m:57s
E3	5.41%	53m:00s
B9	3.15%	20m:17s
Echo 1	2.70%	38m:00s
E1	2.25%	54m:15s
U6	1.80%	15m:30s
T5	1.35%	24m:40s



<u>Type of Write Off</u>	<u>Amount</u>	<u>Revenue</u>	<u>Month</u>	<u>YTD</u>
Contr Allowance		Billed for Ambulance/Fire	\$132,627.00	\$450,553.00
Write-Offs		Collected from Accumed	\$34,748.07	\$203,992.19
		Billed to BLS Agency	\$18,375.00	\$86,975.00
Sent to Collections		EMS Training Billed	\$0.00	\$0.00
TOTAL	\$0.00	TOTAL	\$185,750.07	\$741,520.19

CHARTER TOWNSHIP OF MADISON

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Supervisor
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3804 S. Adrian Highway
517-263-9313 Fax 517-263-4569



TRUSTEES
Chad Rodgers
Howard Bales
Norm Schutte
Ralph R. Benschoter

Monthly Building Inspector Report For the Month of July , 2025

45	Inspections Completed
3	Plan Reviews Finalized
3	Plan Reviews in Progress
\$9,350.00	Amount of Fees Collected
\$4,896.96	Adrian Twp. - Payment for Inspections
34	Adrian Twp. - Number of Inspections
26	Back-up Building Inspector 24

Violations and Complaint Types Handled

	Township ordinance #
	Nuisance ordinance #
2	Life Safety inspections
	Zoning Issues 35
\$455.00	Zoning fee collected
\$17,701.96	Total Income Madison / Adrian Twp

Activitie

Other Activities

- Numerous Building Code Questions from Residents
- Meetings with the Residents and Contractors On-Site
- Written Correspondence and Follow-Up
- Research on Issues and Laws
- Coordination of Tasks with Other Departments
- Administrative Documentation and Input

Permit Revenue by Type

08/06/2025

Permit	Entry Type	Entries	Amount
	Building	57	9,350.00
	Electrical	97	3,840.00
	Mechanical	41	1,725.00
	PLUMBING	51	1,816.00
	Zoning	7	455.00
	Totals For Permit:	253	17,186.00
Grand Totals		253	17,186.00

Population: All Records

Transaction.DateToPostOn 7/1/2025
12:00:00 AM AND 8/7/2025 11:59:59 PM

Charter Township of Madison

Monthly Report Building

- Type of Inspection**
- 1. Footing
 - 2. Final
 - 3. Rough
 - 4. Re-inspection
 - 5. Crawl Space
 - 6. Drywall
 - 7. Ventilation
 - 8. Specialty
 - 9. Frame
 - 10. Concrete
 - 11. Insulation
 - 12. Roof
 - 13. Roof Sheathing
 - 14. Back Fill

- 15. Other
- 16. Zoning
- 17. Permit Required
- 18. Life-Safety
- 19. Ordinance Violation

- Result of Inspection:**
- 1. Approved
 - 2. Partial
 - 3. Not Ready
 - 4. Canceled

- 5. Needs Re-inspection
- 6. Occupancy
- 7. Other

Total Permits Issued:	
Total Permit Income:	

Date	Permit #	Address	Inspection Type	Inspection Result	Comments
7/10/2025	250071	5535 Sand Creek Hwy	11	1	
7/11/2025	250134	2181 Geller Rd	14	1	
7/11/2025		2910 Airport Rd	10	1	vapor barrier
7/16/2025	250055	1542 Gorman Rd	2	1	
7/16/2025	240113	1416 S. Main	2	1	sign
7/16/2025	250051	2019 Green Acres	2	1	
7/16/2025		4075 W Beecher	1	1	
7/17/2025	240132	5121 Sand Creek Hwy	2	1	
7/18/2025		2910 Airport Rd	15	1	
7/18/2025		1641 Riversedge ct	1	1	
7/18/2025		251 Grand River Dr	13	1	
7/18/2025		251 Grand River Dr	17	7	Built roof over porch/as been removed
7/18/2025		2333 Linden Dr	1	1	
7/21/2025		2025 Green Acres	14	1	
7/22/2025		2006 Green acres	3	5	missing hangers, fire foam frame error
7/22/2025		2020 Green Acres	3	5	frame error
7/23/2025	250023	3699 Cadmus	9	5	continuous framing; squash blocks
7/24/2025		2006 Green Acres	4	1	
7/24/2025		2020 Green Acres	4	1	
7/24/2025		2266 Sharron Dr	2	1	
7/24/2025		1813 Allen st	2	1	solar
7/25/2025		2011 Green Acres	2	5	handrail
7/25/2025		2014 Green Acres	2	5	handrail
7/25/2025		1780 Gier	1/9	1	partial deck
7/26/2025		251 Grand River Dr	2	1	
7/26/2025		2011 Green Acres	2/4	1	

Pre-Construction HRS: _____

Total Miles for the Month: _____

Approved (AP)
Partial (PA)
Refused (R)

Total Inspections: 26 @ \$65	Madison twp	\$1,690
24 @ \$65	Adrian twp	\$1,560
_____		Total Cost:
Total Consult Hrs: _____		
Total Monthly Charges:		\$3,250

Signature: Paul Hammerston



**Madison Charter Township
Monthly Inspection Report
July 2025
Mechanical**

Signature: *Jim Christ*

- Type of Inspection
1. Service
 2. Final
 3. Rough
 4. Re-Inspection
 5. Fuel Piping
 6. Site
 7. Underground
 8. Specialty

- Result of Inspection
1. Approved
 2. Partial
 3. Disapproved
 4. Not Ready
 5. Cancelled
 6. Needs Reinspection
 7. Inspection Length
 8. Other/Unique Circumstance

Total Permits: _____ Cost: _____
 Total Inspections: _____ Cost: _____
 Plan Reviews: _____ Cost: _____
 Total Charges: _____

Date	Permit Number	Address	Insp	Result	Comments/Details
7/1/25	PM 250062	2030 GREEN ACRES DR.	3	1	
7/1	250030	2009 " "	2	1	
7/1	250063	2021 " "	345	1	
7/10	250060	1955 E. GIER RD.	2	1	
7/21/11	250061	2230 Stone Court Pt	2	1	
7/11	250028	2014 GREEN ACRES DR	2	1	
7/15	250048	2019 " "	2	1	
7/15	250065	1777 Allen St.	2	1	
7/17	250669	2020 Green Acres Dr.	345	1	
7/22	250067	2725 Elmwood Dr.	2	1	
7/24	250070	2179 Richard St.	2	1	
7/24	250037	1681 Reeves Edge Ct.	2	1	
7/24	250033	1884 Codrus Rd.	2	1	
7/24	250064	3304 TRIST Hwy	2	1	



Charter Township of Madison

Department of Public works

July 2025

Water and Sewer Usage

- Water usage for the month of July was 10.0 million gallons.
- Sewer usage for the month of July was 9.2 million gallons.
- Water usage for Fairfield Twp. for the month of July was 1.2 million gallons.

Operations

- Work orders for the month of July were (64).
- Miss Digs for the month of July was (121). All Miss Digs were reviewed and serviced as needed.
- Water meters were read, and all work orders were completed.
- All sewer reads for the month of July were submitted to the City of Adrian.
- Lift stations and generators were inspected for the month of July.
- Monthly operating report submitted to EGLE.
- Backwashing of iron filter as necessary.
- Monthly Drinking water sampling has been completed.
- Wastewater discharge sampling at water treatment plant.

Communications

- The Public works department has an estimated cost to extend the water main on Carleton Road from M-52 to Treat Hwy. According to an engineering report as part of the capital improvement plan, it is recommended to run a new 12-inch water main down Carleton Road to improve system reliability and would create a redundant connection from the east and west parts of the system, the east side is currently served by one existing water main. The cost estimation from our engineer to accomplish this extension is \$1,989,000.
- The public works department has roughly estimated the cost to extend sanitary sewer services from US 223 heading south down M-52 to Carleton Road and an extension to Treat Hwy. We believe the cost to accomplish this would be in the range of \$2.8-\$3.5 million. It is very likely a sewer lift-station would be needed due to the elevation differences in the locations mentioned above.
- The Public works department received a cost to replace all water meters in our system, the majority of our meters currently in use have met and, in some cases, exceeded their useful life cycle,(20 yrs) it is recommended that they be replaced to capture all of the water revenue for water that has been pumped to the system. The cost is \$1,098,000.

Submitted by Tim Watterson
Department of public works Superintendent

CHARTER TOWNSHIP OF MADISON
 MADISON TOWNSHIP HALL
 3804 S. ADRIAN HIGHWAY
 PLANNING COMMISSION REGULAR MEETING
 JULY 24, 2025
 7:00PM

7:00 PM Chairperson Michelle Johnson called the meeting to order; The Pledge of Allegiance was said.

ROLL CALL: Chairperson Johnson, Vice-Chair Rodney Meeks, Secretary Amy Hepker-Wilson, Joyce Holtz, Dale Thielan, Chad Rogers, and Richard June were present.

Absent: Reid Moden, a motion to excuse Moden made by Secretary Hepker-Wilson and seconded by June. Motion carried 7-0

A quorum was established.

Also in attendance: Janet Bunch & Trustee Norm Schutte

APPROVAL of April 24, 2025, Regular Meeting Minutes:
 Joyce Holtz moved to approve, seconded by Meeks. Motion approved 7-0.

PUBLIC COMMENT -AGENDA ITEMS ONLY

No Comments

NEW BUSINESS

Master Plan: There was considerable discussion regarding the need to update the master plan, and the steps required to do so. Concerns over an outdated zoning ordinance book, the lack of a real master plan, and the difficulty finding when ordinances or zoning changes were approved highlighted the need for an updated zoning ordinance and zoning map for our reference and to be posted on the website. Chairperson Johnson spoke of the benefits of using an outside service, such as Region 2, for consulting. She also mentioned the large price tag associated with utilizing such services and noted that it is unclear what direction the board would like us to take to move forward. The Planning Commission agreed creating a subcommittee to review the current land use plan and zoning ordinance would be beneficial at this time. The committee will update the Commission with suggestions to be discussed at the next Planning Commission meeting. Volunteering for the sub-committee is Vice-chair Meeks, June and Thielan. Chairperson Johnson continued the discussion from the April meeting, focusing on some inconsistencies between the Zoning Ordinance (2021) on the Township website and the hard copy of the Zoning Ordinance Book (2015). Clarification is still needed to proceed with updating the master plan.

PUBLIC COMMENT -NON-AGENDA ITEMS

Resident, Janet Bunch, commented on the multifamily units being built near the 1000 block of W. Cadmus near Baldwin, stating that she has spoken with building official Dave Rincon prior to this meeting. Bunch is concerned as it is her understanding that there may be more multi-family buildings to be built on the property and questioned if this needs to go through the planning

commission. Chairperson Johnson replied a site plan will need to come before this Commission. Bunch is also concerned as to what the area is zoned and if multi-family fits the zoned use R2. After more research and discussion, Trustee Rogers was able to confirm from Supervisor Rank (not in attendance) that the area was zoned R3 years ago when the condos were constructed. Bunch would like to see information on the township website updated, or removed if it is no longer relevant. She also suggests that ZBA specify why requests that come before them are approved or turned down. *Vice-chair Meeks said he can produce the minutes that will show the reasoning behind the decision to approve or disapprove each request. The Planning Commission discussed and believe that the minutes for ZBA meetings should have specific reasons an appeal was approved/disapproved. Bunch also emphasized the importance of the township having an updated master plan, stating that it shows where we are going and what needs to be done.

Chairperson: no comments

Zoning official: not present

Township official Rogers: no comment

ADJOURNMENT

Thielan motioned for the meeting to adjourn; Rogers seconded. Motion carried 7-0

Meeting adjourned at 8:00 pm

Respectfully submitted: Amy Hepker-Wilson.

*Meeks is the chairperson of the Zoning Boards of Appeals




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Janet Moden
Clerk
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Treasurer

CHARTER TOWNSHIP OF MADISON

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ADRIAN, MI 49221
517-263-9313 Fax: 517-263-4569

TRUSTEES
Chad Rodgers
Norm Schutte
Howard Bales
Rusty Benschoter

To: All Township Board Members
From: Ryan Rank, Township Supervisor 
Date: August 8, 2025
Subject: Request for Approval – Purchase of 2025 Chevy Tahoe PPV for Building Department

Dear Board Members,

Following a review of the pickup truck purchased last year using ARPA funds, it has been determined that the vehicle is **NOT** well-suited for use as an Echo Unit for the Fire Department. This reassignment aligns with our ongoing efforts to optimize township resources and ensure that each department is equipped to serve the community effectively.

In evaluating how to best utilize our current assets, it became clear that the Building Department is in need of a new vehicle. The reassigned pickup would serve their needs perfectly.

Given that the current vehicle is already in our possession and fully paid for, I am requesting the Township Board’s approval to purchase a 2025 Chevy Tahoe PPV from Berger Chevrolet. The total cost will not exceed **\$56,000**, and the purchase will be funded from the Building Department’s fund balance, which currently exceeds **\$200,000**.

This acquisition will ensure that both the Fire and Building Departments are properly equipped without requiring additional funding beyond what is already available.

Thank you for your consideration, and I look forward to your support on this matter.

Sincerely,

Ryan Rank
Township Supervisor

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$54,247.00

Number of units 1

Total Bid Amount \$54,247.00

Vehicle Description:

Year 2025

Make Chevrolet

Model Tahoe PPV

Vendor:
Berger Chevrolet Inc.

Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 575-9631

Fax (616) 575-9631

Bid Prepared For : Madison TWP Fire Dept

Price includes title fee and delivery. Price based on Municipal discount in the State of Michigan.

Signature *Luke Schwade*

Printed Signature Luke Schwade

Date 8/4/2025

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TRUSTEES
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Rusty Benschoter

Budget Amendment 8-12-2025

Assessing Department

101-257-822-001

\$4,714.67

Lenawee County Assessing

This includes Basic Contract GF Fees,
Mapping, and Roll Maintenance.