



REGULAR BOARD MEETING

July 08, 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.](#) Budget Amendment

2. PA-116

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 June 10, 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 State of Michigan Public Service Commission regarding the application for approval of renewable energy filed by Midwest Energy Cooperative Case # U-16594. Clerk Moden also read a resolution from Lenawee Intermediate School Dist. Board of Education, in which it stated that MD0-107-3200-00 at 2775 Whig Hwy has been moved from Adrian School District to Sand Creek School District as of May 1, 2025.

INTRODUCTION OF SPECIAL GUESTS: Ms. Sarah Rafko, of Caulkins, Heil and Rafko Auditors, presented the 2024 Audit finding to the board. She stated that the township got the best Audit rating that can be given. This audit was more stringent due to it still including the use of ARPA funds. She carefully went through the audit in detail pointing out any and all adjustments that were made. Trustee Bales asked if it would be worthwhile to do Quarterly audits since we are getting this Audit information for 2024, six months into 2025. Ms. Rafko responded that doing Quarterly audits would probably be overkill and expensive, but maybe bi-annual audits would be helpful, again the Township might have to have a secondary accounting group to do preliminary audits for that purpose. She also stated that the communication between the office and the auditors is very good and with that may not be necessary to get the information that the Township needs to build budgets for the following year.

LIMITED PUBLIC COMMENT ON AGENDA ITEMS: None

3-MINUTE DEPT. HEAD UPDATES:

Fire: Chief Wilson stated that currently all apparatus is up and running. Adult EMT class will start in September for non-Adrian College personnel. He has been holding Strategic Planning



CHARTER TOWNSHIP OF MADISON

meetings with his Officers, for about 5 hours, for future growth for next 25 years when money is tight. The new billing group is not working well, and we are down about 50K. There are also issues with the new State of Michigan Prison billing company, Well Path, we are down \$133,000 on prison billing alone.

Police: Chief Gentner stated that they have had 1400 calls already this year that have been handled with three officers. Officer Bailey is attending training and Officer Solis is off FTO.

Water/Sewer: Watterson stated that the water tower has been power washed and will now be painted inside and out. Hydrant flushing is finished in Madison and Fairfield townships.

Inspection: Building Official, Rincon reported the following:

Adrian Twp. - Corporate Dr. apartments 3 story's are being finished. Madison Twp. – Maurice Spear had a roofing problem on the original.

Legal: None

APPROVAL OF CONSENT AGENDA: Trustee Rodgers ask that the minutes from May 2025 be corrected to not show that he was making motions or present for that meeting Motion by Rodgers, supported by Benschoter to approve the consent agenda with corrections to the 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:

EAP Vender Change – Ulliance EAP Program:

Clerk Moden explained that the current EAP program that the township has used for the last two years has failed to provide the local counseling options needed for our employees use and that she has asked our insurance broker to look for a different vender that can offer us locally available vendors to our employees. Under our current vendor we have had no utilization while paying \$3400 per year, with this new provider it would be \$7800 per year but they offer more services and have local providers available. They also specialize in first responder services. Motion by Moden, second by Rodgers, to approve the use of Ulliance EAP for one year at a cost of \$7800. effective 8/1/2025. Roll call vote: Bales, Yes; Gregg, Yes; Moden, Yes; Rank, Rodgers, Yes; Benschoter, Yes; and Schutte, Yes. Motion carried 7-0.

Blue Care Network Insurance Rate Renewal:



CHARTER TOWNSHIP OF MADISON

Clerk Moden explained that our renewal was up on our current Blue Care Network insurance policy and that the renewal was increasing by 11.80% for the next year. Per Supervisor Rank that insurance increases were already factored into the 2025 Budget at 15% for this reason in anticipation of this type of increase. Motion by Moden, seconded by Gregg to approve the renewal of our current contract with Blue Care Network with the increase. Roll call vote: Bales, Yes; Gregg, Yes; Moden, Yes; Rank, Rodgers, Yes; Benschoter, Yes; and Schutte, Yes. Motion carried 7-0.

Lightning Protection Policy: There was no board action on this subject, it was explained that this policy was required by our insurance liability carrier, and we were notifying the board members of its existence.

Sidewalk Inspection and Maint. Policy: There was no board action on this subject, it was explained that this policy was required by our insurance liability carrier, and we were notifying the board members of its existence.

ELECTED OFFICIALS' COMMENTS:

None

AUDIENCE COMMENTS:

None

ANNOUNCEMENTS:

Retirement reception for Dawn Bales at WesBanc from 1-3

ADJOURNMENT/RECESS: Motion by Rogers, seconded by Benschoter, to adjourn the meeting. Motion carried 7-Yes; 0-No. Meeting adjourned at 7:53 p.m.

Typed and Submitted by:

Janet Moden
Township Clerk

CHARTER TOWNSHIP OF MADISON

Ryan Rank
Supervisor
Janet Moden
Clerk
Harold Gregg
Treasurer

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 JUNE , 2025

| | |
|--------------------|---------------------------------------|
| 35 | Inspections Completed |
| 3 | Plan Reviews Finalized |
| 7 | Plan Reviews in Progress |
| \$15,505.75 | Amount of Fees Collected |
| \$4,896.96 | Adrian Twp. - Payment for Inspections |
| 33 | Adrian Twp. - Number of Inspections |

Violations and Complaint Types Handled

| | |
|--------------------|-----------------------------------|
| | Township ordinance # |
| | Nuisance ordinance # |
| 3 | Life Safety inspections |
| | Zoning Issues 35 |
| \$325.00 | Zoning fee collected |
| \$20,727.71 | 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

07/01/2025

| Permit | Entry Type | Entries | Amount |
|---------------------|--------------------|---------|-----------|
| | Building | 43 | 15,508.75 |
| | Electrical | 41 | 1,466.00 |
| | Mechanical | 28 | 1,140.00 |
| | PLUMBING | 65 | 2,066.00 |
| | Zoning | 7 | 325.00 |
| | Totals For Permit: | 184 | 20,505.75 |
| Grand Totals | | 184 | 20,505.75 |

Population: All Records

~ Section.DateToPostOn Between 6/5/2025 0:00 AM AND 7/1/2025 11:59:59 PM



Madison Charter Township
Monthly Inspection Report
JUNE 2025
Electrical

Signature: Bill Patton

- | | | | |
|----------------------|------------------|----------------------|-----------------------|
| Type of Inspection | | Result of Inspection | |
| 1. Service | 7. Trench | 1. Approved | 6. Needs Reinspection |
| 2. Final | 8. Routine | 2. Partial | 7. Other |
| 3. Rough | 9. Ceiling | 3. Disapproved | |
| 4. Re-Inspection | 10. Temp Pole | 4. Not Ready | |
| 5. Safety Inspection | 11. Temp Service | 5. Cancelled | |
| 6. Underground | 12. Specialty | | |

Total Permits: _____ Cost: _____
 Total Inspections: 19 Cost: 1235
 Plan Reviews: 1 Cost: 150
 Total Charges: \$1385.00

| Date | Permit Number | Address | Insp | Result | Comments |
|---------|---------------|------------------------|------|--------|--------------------------|
| 6-8-25 | PE250008 | 1679 RIVERS EDGE | 1 | 1 | |
| 6-8-25 | PE250024 | 1681 RIVERS EDGE | 3 | 1 | |
| 6-8-25 | PE250029 | 1681 RIVERS EDGE | 1 | 1 | |
| 6-10-25 | PE170075 | 3770 COUNTRYSIDE | 2 | 1 | THIS WAS NEVER INSPECTED |
| 6-10-25 | PE250027 | 3770 COUNTRYSIDE | 2 | 2 | |
| 6-17-25 | PE250028 | 1679 RIVERS EDGE | 3 | 1 | |
| 6-19-25 | PE240078 | 5121 SAND CREEK HWY | 2 | 1 | |
| 6-19-25 | PE250020 | 1813 ALLEN ST | 2 | 3 | |
| 6-24-25 | PE250047 | 2425 E US 223 Lot#1 | 2 | 1 | |
| 6-24-25 | PE250049 | 2425 E US 223 Lot#27 | 2 | 1 | |
| 6-24-25 | PE250046 | 2425 E US 223 Lot#33 | 2 | 1 | |
| 6-24-25 | PE250048 | 2425 US 223 Lot#40 | 2 | 1 | |
| 6-24-25 | PE250020 | 1813 ALLEN ST | 2 | 1 | |
| 6-24-25 | PE250027 | 3770 COUNTRYSIDE | 2 | 1 | |
| 6-26-25 | PE250031 | 2009 GREEN ACRES | 2 | 1 | |
| 6-26-25 | PE250023 | 2011 GREEN ACRES | 2 | 1 | |
| 6-26-25 | PE250059 | 2021 GREEN ACRES | 3 | 1 | |
| 6-26-25 | PE250059 | 2021 GREEN ACRES | 1 | 1 | |
| 6-24-25 | PE250057 | 4725 ADLAN HWY | 2 | 1 | |
| 6-26-25 | PLAN REVIEW | 1940 CADMUS APARTMENTS | | | \$150.00 |



Madison Charter Township
Monthly Inspection Report
June 2025
Mechanical

Signature: [Signature]

- 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: 17 Cost: _____
 Plan Reviews: _____ Cost: _____
 Total Charges: 1105

| Date | Permit Number | Address | Insp | Result | Comments/Details |
|------|---------------|---------------------|------|--------|--------------------|
| 6/13 | PM 250019 | 1416 S Main St 205 | 2 | 1 | |
| 6/13 | 250010 | 4 4 4 | 2 | 1 | |
| 6/13 | 250032 | 1578 E. Gorman Rd | 2 | 1 | |
| 6/13 | 250051 | 1601 Naomi Ave | 2 | 1 | |
| 6/15 | 250049 | 1500 Woodwind Dr. | 2 | 1 | |
| 6/15 | 250031 | 1441 Sand Creek Hwy | 2 | 1 | |
| 6/16 | 250034 | 2011 Green Acres | 2 | 1 | |
| 6/11 | 250037 | 1681 Rivers Edge | 2 | 1 | |
| 6/11 | 250053 | 2473 MacArthur Dr | 2 | 1 | |
| 6/11 | 250023 | 5700 Trust Hwy | 2 | 1 | |
| 6/20 | 250036 | 1679 Rivers Edge | 2 | 1 | |
| 6/20 | 250038 | 1663 Rivers Edge | 2 | 1 | |
| 6/24 | 250005 | 5121 Sand Creek Hwy | 5 | 1 | Generator Gas Pipe |
| 6/24 | 250005 | " " " | 2 | 1 | Triol |
| 6/26 | 250059 | 3377 Hartley Dr. | 2 | 1 | |



**Madison Charter Township
Monthly Inspection Report
June 2025
Plumbing**

Signature: Terry L. Massingill

- | | |
|----------------------|------------------------------|
| Type of Inspection | Result of Inspection |
| 1. Service | 1. Approved |
| 2. Final | 2. Partial |
| 3. Rough | 3. Disapproved |
| 4. Re-Inspection | 4. Not Ready |
| 5. Safety | 5. Cancelled |
| 6. Site | |
| 7. Underground | 6. Needs Reinspection |
| 8. Shower Panel | 7. Inspection Length |
| 9. Sewer Connection | 8. Other/Unique Circumstance |
| 10. Water Connection | |
| 11. Specialty | |

| | | | |
|--------------------|-----------|----------------|--------------------|
| Total Permits: | <u>0</u> | Cost: \$ | <u>-</u> |
| Total Inspections: | <u>17</u> | Cost: \$ | <u>1,105.00</u> |
| Plan Reviews: | <u>1</u> | Cost: \$ | <u>200.00</u> |
| | | Total Charges: | <u>\$ 1,305.00</u> |

| Date | Permit Number | Address | Insp | Result | Comments/Details |
|-----------|---------------|--------------------------------|------|--------|-------------------------------------|
| 6/3/2025 | PP250036 | 2020 Green Acres Dr. | 7 | 1 | |
| 6/3/2025 | PP250026 | 2009 Green Acres Dr. | 8 | 1 | |
| 6/3/2025 | PP250031 | 2910 Airport Rd. | 2 | 1 | |
| 6/5/2025 | PP250023 | 1681 Rivers Edge Ct. | 3 | 1 | |
| 6/10/2025 | PP250022 | 1679 Rivers Edge Ct. | 3 | 1 | |
| 6/10/2025 | PP250013 | 2011 Green Acres Dr | 2 | 1 | |
| 6/17/2025 | PP250040 | 2501 Airport Dr. | 11 | 1 | Water Meter & Domestic Piping |
| 6/17/2025 | PP250038 | 231 Santee River Dr. | 11 | 1 | Water Heater Replacement |
| 6/17/2025 | PP250042 | 1940 Cadmus (1000 Block) # 101 | 7 | 1 | |
| 6/17/2025 | PP250043 | 1940 Cadmus (1000 Block) # 102 | 7 | 1 | |
| 6/17/2025 | PP250044 | 1940 Cadmus (1000 Block) # 103 | 7 | 1 | |
| 6/17/2025 | PP250045 | 1940 Cadmus (1000 Block) # 104 | 7 | 1 | |
| 6/19/2025 | PP250007 | 5121 Sand Creek Hwy | 7 | 1 | |
| 6/24/2025 | PP250007 | 5121 Sand Creek Hwy | 3 | 1 | |
| 6/24/2025 | PP250011 | 1416 S. Main | 2 | 1 | |
| 6/26/2025 | PP250027 | 2019 Green Acres Dr. | 2 | 1 | |
| 6/26/2025 | PP250034 | 2021 Green Acres Dr. | 3 | 1 | |
| 6/8/2025 | | Walmart Plan Review | | | Question on Roof Scupper Elevations |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |



Charter Township of Madison

Department of Public works

June 2025

Water and Sewer Usage

- Water usage for the month of June was 10.0 million gallons.
- Sewer usage for the month of June was 9.9 million gallons.
- Water usage for Fairfield Twp. for the month of June was 1.3 million gallons.

Operations

- Work orders for the month of June were (38).
- Miss Digs for the month of June was (56). 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 June were submitted to the City of Adrian.
- Lift stations and generators were inspected for the month of June.
- 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 Madison township Water tower was taken out of service on June 13th for maintenance and painting. The tower was drained, the inside of the tank was cleaned and inspected, the exterior was cleaned and repainted. The township logo was painted on the exterior of the tank replacing the old block lettering that was in place.
- The Dpw is working on updating pricing for the capital improvement plan for the water and sewer system. while we already have pricing and estimates from previous years but would like to have them updated.
- The Dpw collected routine water samples in June in accordance with our 2025 Monitoring schedule issued annually by the EGLE, more sampling is scheduled in July and will continue until the end of September.
- The Dpw published the annual water quality report for 2024 in the Adrian daily telegram newspaper on 6/20/2025.

Submitted by Tim Watterson
Department of public works Superintendent

CHARTER TOWNSHIP OF MADISON

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TRUSTEES
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Rusty Benschoter

Budget Amendment 7-8-2025

Fire Department

101-336-710-002

\$4,000.

Short Term Long Term
Disability