

ALAIEDON TOWNSHIP BOARD OF TRUSTEES MINUTES

Monday, May 12, 2025

The regular Alaiedon Township Board meeting held Monday, May 12, 2025, was called to order at 8:00 p.m. by Supervisor Steven Lott. Members present: Supervisor Steven Lott, Clerk Kimberly Hafley, Treasurer Scott Everett, Trustee Beth Smith, Trustee Kurt Kranz, and Deputy Clerk Paulette George.

Public in attendance was: Jacob Vondrosek.

Motion by Trustee Kranz, supported by Clerk Hafley to approve the minutes from the April 14, 2025 meeting as printed. Motion carried.

Motion by Trustee Kranz, supported by Trustee Smith, to approve the agenda of the May 12, 2025 meeting as printed. Motion carried.

Old Business

The updating of the new Employee Handbook was tabled until the next Board meeting. Updates are needed for the new language for Earned Sick Time Act and final proof reading.

New Business

Motion by Trustee Smith, supported by Trustee Kranz to approve the Third Addendum to the Quintela Tolling Agreement to extend the expiration date to December 2025. Motion carried.

Motion by Trustee Kranz, supported by Trustee Smith to approve the extension of KEPS Technologies, Inc. dba ACD.net Metro Act Right of Way contract to expire January 26, 2030. Motion carried.

Motion by Trustee Smith, supported by Trustee Kranz to approve the following budget amendments:

	Current	Increase
101-191-900.000 Legal Notices	\$2,000.00	\$3,600.00
101-191-956.000 Office Misc	\$1,000.00	\$1,500.00
101-266-801.000 Attorney Fees	\$10,000.00	\$3,000.00
101-371-702.000 Building Inspector Salary	\$10,000.00	\$1,000.00
101-567-740.000 Cemetery Operating Supp	\$2,000.00	\$2,000.00
101-702-702.000 ZBA Salary	\$1,520.00	\$288.00

Motion carried.

Motion by Trustee Kranz, supported by Trustee Smith to reappoint Matthew Oesterle and Barbara Kranz and appoint Rebecca Lott to a three (3) year term to the Planning Commission with terms expiring July 23, 2028. Motion carried.

Motion by Clerk Hafley, supported by Trustee Kranz to renew the BS&A software contract for the Accounts Payable, Cash Receipts, General Ledger and Tax Supports for one year at the cost of \$2,641.00. Motion carried.

Motion by Trustee Smith, supported by Trustee Kranz to renew the Computer Service Contract with VC3, Inc for one year at the cost of \$3,568.00. Motion carried.

Motion by Trustee Kranz, supported by Clerk Hafley to approve the estimate from Hastings Farm Services, LLC to repair the fence and clean up the debris at the Foote-Rockwell Cemetery that was done in a December 2024 auto accident. Motion carried.

Motion by Clerk Hafley, supported by Trustee Smith to renew the membership to the Capitol Area Municipal Clerks Association for an annual fee of \$20.00. Motion carried.

Board Reports

Supervisor Lott reported that the owners at 1192 Hagadorn Road Mason applied for a Zoning Board of Appeal Application to build their accessory building in front of the home. The meeting is scheduled for Monday, June 2, 2025.

Supervisor Lott also reported that Ingham County Road Department (ICRD) will begin work on the culvert replacement on Walline Road the week of May 12, 2025. Next ICRD will move to the culvert on Lamb Road between Simmons Road and Okemos Road. ICRD will work on Hagadorn Road repaving and Lamb Road repairs in the coming months. ICRD plans to start work on the Special Assessment District of University Park Drive and Alaiedon Parkway in August 2025.

Supervisor Lott is still researching a solution for the Honor Roll Wall for the columbarium at Leek Cemetery. The monument company is worried about the size of the project and how they would handle a mistake if a name is miss spelled. We are investigating some other options.

Supervisor Lott also reported that the mobile home park on Harper Road, Mason is being sold and the new owner visited the office to let the Board know they are working with Department of Environment, Great Lakes, and Energy to make sure the well and septic systems are working properly. Additionally, they plan to work on getting the roads paved. They want to make the park an asset to the township.

Supervisor Lott also reported that he spoke with Evan Vanderway the owner of 3056 Okemos Rd, Mason. Mr. Vanderway is proposing to start needed roof repairs with some structural work to the roofs of the two most Northern one-story buildings on the parcel. Mr. Vanderway has been working with the Ingham Country Drain Commission office, Ingham County Health Department to find the best drainfield and septic system to keep the remodel project moving forward for this site. Supervisor Lott informed Mr. Vanderway that he will need to pull a building permit and have plans prepared to show the roof repairs they need to make in order to move forward with the roof work on the two Northern buildings.

Mr. Vanderway also wanted the Township Board to know how much his family enjoys the new trail at Leek Cemetery.

Supervisor Lott proposed Paulette George be named Deputy Clerk and her salary to increased effective May 12, 2025. Motion was made by Trustee Smith, supported by Clerk Hafley to increase Paulette George's salary. Motion carried.

Treasurer Everett also reported that he has asked Virginia Coffman to attend a future board meeting to further honor her in her recent retirement.

Trustee Kranz asked about the follow up to 1882 Hagadorn Rd., Mason. Supervisor Lott has been trying to reach out to the owner and has not received any call back.

Clerk Hafley reported about Virginia Coffman's retirement open house, how well attended and thanked everyone for their help planning.

Clerk Hafley also reported that she is working on a job posting for an additional office staff person in the township office.

Trustee Smith reminded the Board that there a few trees still down on the new walking trail at Leek Cemetery.

Motion by Trustee Kranz supported by Clerk Hafley, to pay the following invoices: General Fund check #17134 through #17164 and fifteen electronic transfers in the amount of \$55,674.89. Tax account checks #7629 through #7652 and three electronic transfers in the amount of \$785,161.90. Trust and Agency account two electronic transfers in the amount of \$5,608.72. Motion carried.

Motion by Trustee Smith supported by Trustee Kranz, to adjourn. Motion carried at 8:51 p.m. Motion carried.

Minutes taken by Paulette George, Deputy Clerk.

Kimberly Hafley, Township Clerk et al