

**CHIPPEWA TOWNSHIP  
ELECTION COMMISSION MEETING  
AGENDA  
April 10, 2024  
CHIPPEWA TOWNSHIP COMMUNITY BUILDING  
10:00 A.M.**

The Chippewa Township Election Commission meeting was called to order by the Chippewa Township Clerk, Kristin Lytle at 10:00 A.M.

The Pledge of Allegiance was recited.

**ROLL CALL:** Present: Kristin Lytle, Julie Austin, and Shirley Hazen  
Absent: None

*Let the record show a quorum of the Chippewa Township Board was present.*

The purpose of this meeting is to appoint the Election Inspectors for the upcoming May 6, 2025, Special election and approve any cost associated for the election.

**ELECTION INSPECTORS:**

**MOTION K.Lytle/J.Austin** to appoint Election Inspectors for the May 6, 2025, Special Election as Krista Martiny (D), Caitlin Hahn (R), Linda Bolin (R), & Dawn Raines (D). Kristin Lytle will be the Election Inspector Chairman. Shirley Hazen will be an alternative Inspector if needed. **MOTION CARRIED** (There are an equal number of Democrats and Republican Inspectors)

**ELECTION RECEIVING BOARD:**

**MOTION K.Lytle/J.Austin** to appoint Caitlin Hahn and Krista Martiny as the Receiving Board for the May 6, 2025, Special Election. **MOTION CARRIED**

**ELECTION COST RESOLUTION:**

**RESOLUTION K.Lytle/J.Austin** to pay for any and all Election related expenses for the upcoming May 6, 2025 Special Election as well as the 9 days of early voting. **ROLL CALL VOTE: 3 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

**BEING no further business or public comment to be brought before the Election Commission: MOTION K.Lytle/S.Hazen** to adjourn the April 10, 2025, Special Election Commission Meeting @ 10:08 a.m. **MOTION CARRIED.**

These minutes were prepared  
By Kristin Lytle, Chippewa Township Clerk

**CHIPPEWA TOWNSHIP  
BOARD MEETING  
April 7, 2025  
CHIPPEWA TOWNSHIP COMMUNITY BUILDING  
6:30 P.M.**

The Chippewa Township REGULAR Board meeting was called to order by the Chippewa Township Supervisor, Shirley Hazen at 6:30 P.M.

The Pledge of Allegiance was recited.

**ROLL CALL:** Present: Shirley Hazen, Kristin Lytle, Julie Austin, Annette Walters, & Debbie Zielinski

Absent: None

*Let the record show a quorum of the Chippewa Township Board was present.*

**MOTION J.Austin/D.Zielinski** to approve the minutes of the March 5, 2025, Regular Township Board Meeting, and place on file. **MOTION CARRIED**

**MOTION J.Austin/K.Lytle** to approve the minutes of the March 26, 2025 Year End Meeting, and place on file. **MOTION CARRIED**

**MOTION J.Austin/A.Walters** to approve the minutes of the March 26, 2025 Budget Meeting, and place on file. **MOTION CARRIED**

**TREASURER REPORT:** Account Balance as of 4/7/2025 is \$486,826.75. **MOTION K.Lytle/A.Walters** to approve the Treasurer Report and place on file. **MOTION CARRIED**

**PUBLIC COMMENT:**

None

**LIBRARY REPORT:**

Library representative, Linda Myers reported that penal fines are coming in from Chippewa and Fork Twps. Some shingles have blown off the roof at the Barryton Library. Marcia's son fixed the shingles and said more repairs will need to be done once the weather is warmer. The book sale started on April 4<sup>th</sup>. They will be having another vintage book sale during the Barryton Lilac Festival. **MOTION J.Austin/D.Zielinski** to approve the Library Report and place it on file. **MOTION CARRIED**

**ASSESSING REPORT:**

Andrea reported that in March she has processed 6 deeds, 3 PTAs, 0 PREs, 0 Denials, 0 Rescinds and 1 address changes. We do not have any State. All Assessment Change Notices were mailed out and there have been a few phone calls. Board of Review went really well. They only had a few protesters. Andrea's office hours should



be normal for the next few months. **MOTION K.Lytle/D.Zielinski** to approve the Assessors Report and place it on file. **MOTION CARRIED**

**COUNTY COMMISSIONER REPORT:**

County Commissioner, Greg Adams was not in attendance. He was at a conference in Lansing for Commissioners.

**TOWNSHIP OFFICES UPDATE:**

J.Austin contacted Mark Nettleton, the Township Attorney, regarding some of the issues involving the construction of the new offices. K.Lytle read the Attorney's response letter.

**LIBRARY RESOLUTION:**

We are waiting to receive the resolution from the Township Attorney.

**BRIGHTSPEED METRO ACT PERMIT:**

**RESOLUTION J.Austin/K.Lytle** to approve the Brightspeed Metro Act renewal. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

**MCRC BRINE CONTRACT:**

**RESOLUTION K.Lytle/A.Walters** to approve the 2025 Mecosta County Road Commission Brine contract at the rate of \$140 per mile, with 2 applications of brine. Chippewa will approve a 3<sup>rd</sup> round of brine application if we deem necessary. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

**SICK LEAVE POLICY:**

J.Austin is working with Mark Nettleton, Township Attorney regarding the Sick Leave Policy. The policy starts in October 2025. B.O.R. members and Election Inspectors will not be employees after sessions are over. They will be rehired before the next B.O.R or Election. The changes to the policies are still changing, per Michigan law.

**CHIPPEWA HILLS 2025 TAX COLLECTION:**

**RESOLUTION K.Lytle/D.Zielinski** to approve the 2025 Summer Tax Collection for Chippewa Hills School District at the rate of \$3.00 per parcel plus any late fees. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

**C.L. SEWER DISTRICT:**

Everything going really well. There have been a few Sewer Clearance Permits turned in. The Sewer Tech and Sewer Operator are working well together.

**C.L. WEED CONTROL:**

Nothing to report at this time.

**APPROVAL OF THE BILLS:**

Bills were electronically or personally provided to all Board members prior to the meeting; for review, along with an approval signature voucher. **RESOLUTION**

**K.Lytle/J.Austin** to pay General Fund bills, check numbers 14570 - 14576 in the amount of \$5474.00. The Sewer District check numbers 11830 - 11834 in the amount of \$6138.80. And The CLWD check number 811 in the amount of \$173.00. **ROLL CALL VOTE: 5 ayes, 0 absent, 0 nays RESOLUTION CARRIED**

**CORRESPONDENCE:**

None

**PUBLIC COMMENT:**

None

**BEING no further business or public comment to be brought before the Board:**  
**MOTION K.Lytle/D.Zielinski** to adjourn the April 7, 2025, regular meeting of the Chippewa Township Board @ 7:10 p.m. **MOTION CARRIED.**

Next Township Board regular scheduled meeting is set for Wednesday, May 14, 2025, at 6:30 p.m.

These minutes were prepared

By Kristin Lytle, Chippewa Township Clerk