

**Douglass Township
3521 W. McBrides Rd
Stanton, MI 48888
989-762-8014**

**Minutes Regular Board Meeting
October 15, 2025
7 pm**

Call to Order 7pm

Pledge of Allegiance recited

Roll Call: Present: Kathy Rasmussen, Holly Huff, Eric Tester, Kristi Cordray, Ken Bunting

Approval Agenda Items

Motion made by Eric Tester to approve agenda as written, seconded by Kristi Cordray. Ayes: 5
Nays: 0 Agenda approved as written.

Approval Minutes from Sept. 17, 2025 Regular meeting

Motion made by Ken Bunting to approve minutes, seconded by Eric Tester. Ayes: 5 Nays: 0
Minutes approved.

Public Comment on Agenda Items:

Citizen	Comments
Keith Phelps	His daughter delivered a letter last meeting about the assessor. He is wondering what action was taken, as he doesn't see it in the comments.

Rasmussen shared that Phelps's letter was shared with the board members, and that the assessor was contacted. The situation in question was previously resolved by the assessor's office.

Reports

Treasurer Cordray report

- Provided reports for investments, income, expenditures, tax account update from property taxes paid out to county and school.
- Motion made by Eric Tester to accept treasurer report, seconded by Ken Bunting . Ayes: 5 Nays: 0 Treasurer report accepted.

Clerk Huff report

- Reported on paying bills and the road expense.
- Motion made by Kristi Cordray to accept clerk report, seconded by Kathy Rasmussen . Ayes: 5 Nays: 0 Clerk report accepted.

Supervisor Rasmussen report

- Shared an email from a resident of Clifford Lake regarding a short term rental ordinance violation. This email was accompanied by a petition in support of short term rentals in the township, and contained 13 signatures.
- Revenue sharing changes: for budget year 2026- we will need to adjust approx. \$11,194,
- Did not receive grant for sound system for accessibility from Montcalm Advancement fund

- will be looking at insurance options as part of budget process-Acrisure (current provider) is switching to AI and laid off hundreds of people
- policies and procedures, job description input, considering adding cemetery recordkeeping to deputy clerk job description
- newsletter items-please have anything you would like to share with the community turned in by Nov. 1.

Trustee Ken Bunting report

- Fire meeting-discussion about joining Sheridan fire authority-will attend next week's meeting to get info on accepting us into the fire authority. Reviewed pros and cons. The board had questions on response times, number of firefighters available. Will get more info on timeline, financial guarantees next week.

Trustee Eric Tester report, PC report

- No report-will discuss Short Term Rentals per agenda item

Zoning Administrator Kelsey report

- Provided list of permits , tickets, new builds/additions, blight, court dates.

Old Business

- Repair updates: septic, furnace cover, electric, plumbing projects completed.
- Snowplowing quotes-received two quotes-AA Lawncare and Royal Group.
- Holly Huff made a motion to have AA Lawncare do the plowing and parking lot salting, seconded by Krisit Cordray. Ayes: 5 nays: 0. Motion passed.
- Short term rentals for PC- board discussed current issues, attorney input, and directed Eric to take this back to the PC. We should also consider long term rentals as there is nothing regarding them in the ordinance currently.

New Business

- Ken Bunting made a motion to add road damage on Musson to the agenda, seconded by Eric Tester. Ayes: 5 Nays: 0
- Recent road work (for which the township paid approximately \$40,000) has been damaged already. Musson Rd from Stanton Rd to North of Briggs. Any recourse? Rasmussen will call the road commission.
- Budget amendment: Amendments explained by Rasmussen. Amendments regarding pension, soc sec, medicare, .gov website (capped at \$6,000.00) and unexpected repairs to the hall necessitate line item budget amendments.
- Motion made by Ken Bunting to adopt the budget amendment, seconded by Eric Tester Ayes: 5 Nays: 0 Amended budget adopted.

Next meeting date November 19, 2025 7 pm

Public Comment

Citizen	Comments
Frank Lafata	Introduced himself, and is running for state representative.
Keith Phelps	For the PC- several years ago, there was a bill of rights for renters in the township which might be helpful.
Lynne Mason	Recommends looking at other areas for Short term rentals, believes that concerns about them have to do with parking/traffic.

Jennifer Polsteen	Vacation rental manager-is familiar with Sidney township ordinance. Will email sample language. Reports that Sidney's is not complicated.
Gina Moorman	STR- great if an ordinance can be at township level, but homeowners need to have rules for renters and enforcement.

Board Comments

- The board further discussed short term rentals. Lawyer should be involved in a meeting at some point, PC can call a special meeting. Questioned the timeline/urgency of the situation, since there is a formal complaint currently, questioned how to handle long term rentals, how it may affect township insurance. Rasmussen will follow up with attorney for clarification.

Adjournment

Motion made by Eric Tester to adjourn, seconded by Kristi Cordray . Ayes: 5 Nays: 0.

Meeting adjourned at 8:26 pm.

Respectfully submitted,

Holly Huff, Clerk

Kathy Rasmussen, Supervisor