

**KEELER TOWNSHIP  
VAN BUREN COUNTY, MICHIGAN  
OFFICE OF THE CLERK  
64151 TERRITORIAL RD. W.  
HARTFORD, MI 49057**

**MINUTES OF THE TOWNSHIP BOARD MEETING HELD ON TUESDAY, NOVEMBER 5, 2025**

The Keeler Township Board Meeting was called to order by Supervisor, Don Blackmond, at 7:00 pm.

The Pledge of Allegiance was recited.

Roll call of members present: Treasurer Sharon Clupper, Trustee Carl Davis, Trustee Matthew Sexton, Supervisor Don Blackmond and Clerk Angie Sexton. Five members were present constituting a quorum.

Angie Sexton moved to approve the agenda with the correction of Officer John Horton to Officer Slade Weekly on line 8. Don Blackmond seconded, and all were in favor.

The floor opened for public comments at 7:01 pm. Upon hearing no public comments, the public comments closed at 7:01 pm.

Don Blackmond moved to approve October 7, 2025, Regular Board meeting minutes with the correction to the word "servies" with the addition of the letter "c" to "services". Carl Davis seconded, and all were in favor.

Guests of Board:

Township Auditor- Joe Verlin from Gabridge and Company was present via Zoom and went over the findings of the 2024-2025 audit. The township was found to be in a healthy financial position.

Tina Leary, Van Buren County Commissioner, was not present.

Rick Boze, Van Buren County Road Commission. The road commission is out grading gravel roads and getting the roads and the trucks ready for winter weather. Boze went over the top 5 SeeClickFix reports currently for the year. There have been 276 reports for storm cleanup, 230 tree and limb reports, 195 gravel road reports, 158 street signs reports, and 138 reports for potholes in the county.

Sheriff Deputy Slade Weekly was present and went over a preliminary report for the month of October. There were 3 alarms, 1 assault, 1 assist to outside agency, 1 report of child abuse, 4 civil disputes, 1 domestic violence call, 3 EMS calls, 1 general assist, 1 assist to fire, 2 juvenile problems, 1 police officer standby, 11 traffic stops, 2 trespassing, and 1 wanted person. Bringing the preliminary total for October to 33 calls of service. Sheriff Weekly informed the board that he will update the board with the official numbers next month when he has the report. Everything is going well.

Fire & Ambulance reports:

The Sister Lakes Fire Department – Submitted a report for the months of September and October. September had 11 calls for service with an average response time of 9:17 and 7 personnel per call. Two calls for service were in Keeler. One call on 9/15/25 for a motor vehicle accident with injuries and one on 9/20/25 for lines down. October had a total of 8 calls for service with 3 in Keeler. One on 10/1/25 for a natural gas line that was struck and leaking gas, one on 10/12/25 for a fire alarm activation and one on 10/13/25 for an assist to Keeler for smoke in a building, they were disregarded. October had a response time of 8:49 and an average of 10 responders. Supervisor Blackmond informed the board that notice was mailed to Sister Lakes Fire and Keeler Township Fire Department on the board's decision to in the future withhold the additional 20% given in the past to both departments from the millage, for special projects.

Keeler Township Fire & Rescue- Supervisor Blackmond went over the department's monthly report. The department had 18 calls for service in October, consisting of 17 EMS calls and 1 fire call to Headstart for smoke showing after turning on the furnace for the first time. The parts for 1620 primer came in, and Moses Fire Equipment was able to repair it. The department received invoice R25039 from MFE in the amount of \$3,105.60. Don Blackmond moved to approve invoice # R25039 for \$3,105.60 for the repair of 1620's primer. Matthew Sexton seconded and a roll call vote of Davis- support, M. Sexton- support, Blackmond- support, Clupper- support, A. Sexton- support. Motion carried. 1620's main pump is leaking, and Chief Bogart received a verbal quote for the repair of around \$10,000. The repair will require around 40 hours of work to remove the main cab of the truck to gain access to the pump for repair.

The truck would be out of service for approximately 3 weeks. The matter will be pushed to the December meeting to receive a written quote. Trick or Treating went well and K.E.S.S.A has agreed to purchase a battery-operated saw for the department. The asphalt parking lot has been completed, and the painting was done yesterday. The hiring committee received an application from Dominick Gardner last month. The committee has reviewed the application and has recommended to the board Dominic Gardner be approved as a probationary firefighter. Carl Davis moved to approved Dominic Gardner as a probationary firefighter. Matt Sexton seconded and a roll call vote of Blackmond- support, Clupper- support, M. Sexton- support, Davis- support, A. Sexton- support. All were in favor.

VBEMS- VBEMS submitted a report for September with 7 Priority 1 calls for service with an average response time of 12:01 and 1 Priority 2 calls with an average response time of 15:42 and 4 Priority 3 calls with an average response time of 11:20.

Treasurer's report - The beginning balance in the general fund for the month was \$276,808.95, deposits of \$59,303.34, interest of \$42.08; bills paid \$137,655.96, ending balance of \$198,498.41. The balance from Michigan Class Investments is \$310,835.49.

Matthew Sexton moved to pay all bills and claims as presented. Sharon Clupper seconded, and a roll call vote taken of A. Sexton- support, M. Sexton- support, Davis- support, Clupper- support, Blackmond- support. All were in favor.

Zoning Administrator- Ryan Laylin wrote 3 zoning permits in October. 2 new homes are being built on Hillside Dr. and one on 95<sup>th</sup>. Ryan Laylin said that Hillside Dr. will be very busy with new construction going on.

Trustee Carl Davis reported that the Planning Commission meeting was held on October 28<sup>th</sup>, 2025, for a site plan on a site condominium. The site plan was denied.

Trustee Matt Sexton reported that the Zoning Board of Appeals had a meeting on October 21, 2025, for the Doyle application. The request was denied.

Old business:

Recreation Plan- Still on hold.

Dangerous Building on 95<sup>th</sup> Ave. Update- Counsel prepared a letter of collection for the property owner, and the letter was mailed to the property owner on October 6, 2025. If it is not paid, the amount will be placed as a lien against the property owner's other properties.

Dangerous Buildings on Oak St.- The building inspector has red tagged a property on Oak St. that still contains 2 rental unit on the property. One rental unit had previously burned down, one unit has illegal water, and one unit has illegal electricity. The building inspector has had difficulty contacting the property owner for repairs and the cleanup of the burned unit. The property will go before a Dangerous Building Hearing that will be held at Keeler Township Hall in the future.

BS&A for Property Taxes/Assessing/Bookkeeping- BS&A will discontinue their current server and will take property taxes, assessing and special assessing to a cloud-based program. The estimate to move files, set up and train the treasurer, assessor and special assessor on the new software is \$11,485.00. Keeler Township really has no choice in the matter. The township has received a quote to transition the township accounting and payroll needs to BS&A online for \$47,835, which includes the \$11,485 charge for both assessor's and treasurer's upgrade to the cloud. That amount includes converting data, set up, training, and the modules for general ledger, payroll, treasurer, assessor, and the special assessor. Don Blackmond moved to approve the BS&A contract for handling bookkeeping, assessing and tax totaling \$47,835. Sharon Clupper seconded the motion and roll call vote of M. Sexton- support, A. Sexton- support, Clupper- support, Davis- support, Blackmond- support. All were in favor.

New Business:

Mehlenbeck Lawsuit- Keeler Township resident Jennifer Mehlenbeck has named the township and Don Blackmond in a Small Claims lawsuit for the 2 trees and fencing that someone removed from her lot in the cemetery. Don Blackmond will attend the court proceedings on Thursday, November 6, 2025, and update the board at the next meeting.

Short-Term Rental Ordinance- The board reviewed the Short-Term Rental Ordinance recommended to the board from the Planning Commission. The board felt that it still needed some work. The board will hold a special workshop on November 19, 2025, at 4:00 pm to go over the ordinance.

The floor opened to public comments at 7:55 pm. Tom Landis asked a question about the short-term rental ordinance. The next board meeting will be Tuesday, December 2, 2025, at 7:00 pm. Upon hearing no comments, public comments closed at 7:56 pm.

Correspondence: Sharon Clupper said she had correspondence asking if the township had a cemetery ordinance and if an ordinance were in place if that would help with legal matters. Clerk Sexton heard from Brandon Lubbert at Helping Hands Accounting about the QuickBooks Payroll renewal that the township pays for through the business. When renewal for payroll service comes around, he will charge the township monthly for the service until the township is switched over to BS&A for payroll.

Motion by Carl Davis to adjourn and seconded by Matthew Sexton. All were in favor and the meeting adjourned at 8:00 pm.

Submitted by,

Angie Sexton, Clerk