

**MINUTES OF THE REGULAR MEETING OF THE
CHARTER TOWNSHIP OF COMSTOCK TOWNSHIP BOARD
KALAMAZOO COUNTY, MICHIGAN
OCTOBER 5, 2026**

CALL TO ORDER

Attendee Name	Title	Status
Ben Martin	Supervisor	Present
Sandra Bloomfield	Treasurer	Present
Amber Lawrence	Clerk	Present
Jerry Amos	Trustee	Present
Kirk Hart	Trustee	Present
John Paver	Trustee	Present
Joe VanBruggen	Trustee	Present

Meeting was called to order at 6:00 PM by Supervisor Martin with all Board members present. Also, present were Township Attorney Thall, Fire Chief Beauchamp, Township Engineer Tom Wheat (Prein & Newhof), and Kalamazoo County Commissioner John Gisler.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

At the request of the Treasurer's office, the contract discussion and possible action item under Treasurer was struck from the agenda to allow more time to gather information and investigate options.

Clerk Lawrence made a motion that the agenda be approved as amended. Motion was supported by Trustee Amos. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Lawrence
SECONDER: Trustee Amos
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

PUBLIC COMMENT(S)

Two members of the public shared comments on agenda items.

A resident and local developer, Matt Watts, spoke in opposition to withdrawing from the Kalamazoo Area Building Authority (KABA). He stated that KABA has served the Township since 2012, provides full service five days a week from an office near the Township, offers quick turnaround for builders and residents, and does not cost the Township general fund. He raised concerns about how open building permits would be handled by a new inspector, cited Public Act 230 of 1972 (MCL 125.1522(1)) requiring that construction code fees be used only for

operation of the enforcing agency, noted that separation may carry costs, and asked whether the Board had sought input from builders and developers. He noted his investment of over \$3 million in 33 new homes in the Wesley Farm subdivision and 135 additional homes now in final engineering.

Tammy Keeler apologized to the Board, and particularly to Mr. Thall, for her outburst at a previous meeting regarding the battery plant. She expressed concerns about homelessness in the community, including vehicle and home break-ins, people sleeping on private property, litter, and fires near the dam at the end of Rose Street, and noted that “no camping/no loitering” signs used downtown appear to be effective.

ANNOUNCEMENTS FOR DEPARTMENTS/BOARDS/COMMISSIONS

Fire Chief Beauchamp announced a groundbreaking ceremony for new Fire Station 9-3, located at 1080 E. Michigan Avenue, on Thursday, October 8, 2026, at 3:00 PM. Parking will be available at the Best-One Tire lot. The Board and the community are invited. In response to a question, Attorney Thall advised that all Board members may attend provided they do not discuss Township business.

County Commissioner John Gisler introduced himself as the commissioner representing five of the fifteen rural townships, including Comstock, and announced the following:

- The election equipment accuracy test will be held on October 8 at noon.
- The annual Senior Expo will be held on Tuesday, October 6 from 9:00 AM to 3:00 PM at the Expo Center, with more than 150 organizations offering services and products for seniors.
- The County website continues to be updated, with easier access to County job openings and advisory board openings; residents interested in local government were encouraged to apply for an advisory board.
- The County’s Interim Administrator will speak Monday, October 12 at 8:30 AM at Mark’s Diner on Romence Road and Portage Road.

CONSENT AGENDA

The following corrections were requested prior to approval:

- September 11, 2026, minutes, page 3: correct the spelling of “Height” to “Hite.” Correct the spelling of Attorney Thall’s name to two L’s wherever it appears.
- September 21, 2026, minutes, page 2, second line: correct “8229 Palm Meadow” to “Fawn Meadow Trail.”
- September 21, 2026, minutes, page 7, under Supervisor, MDOT proposal, third line: correct “Gull Road / Meyers” to “Gull Road / Meyer.”

CONSENT AGENDA AMENDED

- Meeting Minutes from September 11, 2026 (as amended)
- Meeting Minutes from September 21, 2026 (as amended)
- Bills Payable: September 19 - October 1, 2026

Treasurer Bloomfield made a motion to approve the consent agenda as amended.
Supported by Trustee VanBruggen. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Treasurer Bloomfield
SECONDER: Trustee VanBruggen
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

PRESENTATION(S)

Township Engineer – Odor Study Update and Kalamazoo Regional Water & Wastewater Commission

Tom Wheat of Prein & Newhof, Township Engineer, reviewed a comprehensive report from the City of Kalamazoo, distributed to the Board at the meeting, regarding sewer odors near the old Township Hall, the public schools, and the library. The City has lined portions of pipe, improved manholes with drops that cause turbulence, and completed P-trap work. The City also hired Prein & Newhof to conduct a ventilation study and wastewater sampling, which was completed the prior Friday. Mr. Wheat explained that the 27-inch interceptor passes through a siphon under the river, which traps air and forces it out in this area. The City plans a short-term solution of chemical (oxidizer) injection, which can be set up relatively quickly but is costly, and a long-term feasibility study for a biofilter, similar to one under construction in Portage. No timeframe, siting, or cost estimates are yet available; costs would be absorbed by the system and recovered through rates. Board members asked about the permanence of the solutions, how the chemical treatment works, timeframes, and costs.

Mr. Wheat also provided background on the Kalamazoo Regional Water and Wastewater Commission, established in 1998 by the customer townships, to address rate concerns with the City of Kalamazoo. The Commission's litigation was used as leverage to secure long-term contracts: a new water contract (entered into approximately 2023) and a wastewater contract that is nearly final. Under the contracts the City operates, maintains, repairs, and replaces the system for 40 years; rates are equal for City and township customers and are managed as an enterprise fund; and a Utility Policy Committee of four townships and three City representatives sets policy, including capital improvement plans. Each member township appoints a representative (and optional alternate) to the Regional Commission, which in turn selects the township members of the Utility Policy Committee. Going forward, the Commission will serve as a watchdog and information forum for member townships.

Southern Michigan Code Consultants – Building Department Services

Garrett Reitenour of Southern Michigan Code Consultants stated that he was contacted by Supervisor Martin to speak about the potential separation from KABA. He is a licensed residential builder (since 1998), registered plan reviewer and building inspector (since 2010), and building official (since 2019), and has contracted with municipalities to provide building department services since approximately 2023. He explained that Public Act 230 of 1972 (the Stille-DeRossett-Hale Single State Construction Code Act) establishes a single statewide building code; that a municipality may enforce the code itself, delegate enforcement, or allow the State to enforce it; and that permit fees are restricted to building

department use. Since approximately 2012, the Township has delegated enforcement to KABA. He noted that an in-house department would require roughly three to five people (building official, trade inspectors, and permit technician), that there is a statewide inspector shortage, that few larger contracted agencies are local, and that the State may take over enforcement if a vacancy is not filled within the statutory window. In response to Clerk Lawrence, he stated that he would need to research the Township's permit and inspection volume before confirming capacity.

InfoSafe Technology – IT Services

Jason Channells, with Andrew Alspach and Mark Channells, presented InfoSafe's IT service proposal. InfoSafe is a local information security company of more than 20 years that works primarily with municipalities and public safety agencies. Their model includes managed services for workstations and servers, with most simple support requests (under 15 minutes) included, plus pre-allocated blocks of labor for larger work. Quotes were provided for both the Township and Fire Department, including one-time onboarding fees. In response to Trustee Paver, they stated that the Township's former network administrator now works for InfoSafe and that existing network documentation is thorough, so the transition is expected to be smooth. Supervisor Martin noted strong references from other municipalities.

GR Com (Grand Rapids Communications) – Phone System

William Smalley, owner of Grand Rapids Communications, presented a proposal for a 3CX cloud-based phone system, priced by simultaneous calls (16-call license proposed) rather than per user. Features include mobile and desktop apps, call routing, conferencing, optional call recording, voicemail-to-email with transcription (free tier), reports, and 24/7 monitoring, with no contract and month-to-month billing. Estimated savings are approximately \$2,500 annually (about 20%). Existing phones can likely be reused, with up to five replacement phones provided at no cost, and the cutover would include a site survey, configuration, one to two hours of training, and number porting with no downtime. In response to questions, Mr. Smalley confirmed that the three fire stations would be included; that the Township currently has 69 extensions, within the proposed 80; and that call recording is available but not required. Optional AI receptionist features were also discussed.

BUSINESS

Business items were taken up by department as recorded below.

FIRE & RESCUE

No items were discussed.

PLANNING & ZONING

No items were discussed.

CLERKMTA Principles of Township Governance

Clerk Lawrence brought forward the Michigan Townships Association (MTA) Principles of Township Governance, which includes a pledge regarding ethical and honorable conduct and was previously adopted by a prior board. Clerk Lawrence, Supervisor Martin, and Treasurer Bloomfield spoke in support, noting the value of aligning the Board with standards used across Michigan townships and of having all current members sign the document.

Treasurer Bloomfield made a motion to adopt the MTA Principles of Township Governance and that Board members sign it. Motion supported by Clerk Lawrence. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Treasurer Bloomfield
SECONDER: Clerk Lawrence
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Trespass Ordinance No. 572 – Second Reading

Trespass Ordinance No. 572 was presented for second reading following first reading at the previous meeting. Attorney Thall advised that the ordinance and the related Homeless Person Policy should be acted on by separate motions, with the ordinance first.

Trustee Paver made a motion to adopt Trespass Ordinance No. 572. Motion supported by Clerk Lawrence. Roll call vote was taken. Trustee VanBruggen - yes. Trustee Paver - yes. Treasurer Bloomfield - yes. Supervisor Martin - yes. Clerk Lawrence - yes. Trustee Amos - yes. Trustee Hart - yes.

RESULT: PASSED [UNANIMOUS 7-0]
MOVER: Trustee Paver
SECONDER: Clerk Lawrence
AYES: Martin, Bloomfield, Lawrence, Amos, Hart, Paver, VanBruggen
NAYS: None
ABSTAIN: None
ABSENT: None

Homeless Person Policy

Clerk Lawrence clarified that this item is a policy, not an ordinance, and does not require first and second readings. Attorney Thall advised that once adopted, any amendments, including those requested by the Sheriff's Department, must come back to the Board for approval but do not require publication or readings. Clerk Lawrence stated that the policy establishes parameters for addressing homelessness with dignity, offering aid first, and checking on welfare. Supervisor Martin noted that the committee's goal was to offer support first, with trespass enforcement as a last resort, and for the Ordinance Enforcement Officer to serve as a resource. Treasurer Bloomfield stated the policy shows compassion while providing information to assist people with their needs. A question was raised regarding the personal safety of the Ordinance Enforcement Officer as a first point of contact; it was noted

that the officer is expected to assess each situation and call the Sheriff's Department when needed, and that this was emphasized in candidate interviews.

Trustee Paver made a motion to adopt the Homeless Person Policy. Motion supported by Trustee Hart. Roll call vote was taken. Trustee Hart - yes. Trustee Amos - yes. Clerk Lawrence - yes. Supervisor Martin - yes. Treasurer Bloomfield - yes. Trustee Paver - yes. Trustee VanBruggen - yes.

RESULT: PASSED [UNANIMOUS 7–0]
MOVER: Trustee Paver
SECONDER: Trustee Hart
AYES: Martin, Bloomfield, Lawrence, Amos, Hart, Paver, VanBruggen
NAYS: None
ABSTAIN: None
ABSENT: None

InfoSafe Service Agreement

Clerk Lawrence presented the InfoSafe IT service agreement, noting significant savings: the Township has spent more than \$90,000 on IT support year to date, while the InfoSafe agreement totals approximately \$26,000–\$28,000, at an hourly rate \$15 lower than the current provider, with short remote support calls included at no charge. Trustee Paver emphasized the need for a seamless transition for the Fire Department and phones, with possible overlap between providers. It was noted that the Township already uses InfoSafe for backups and is not under contract with its current IT provider, which bills monthly for services rendered. Fire Chief Beauchamp stated that InfoSafe was recommended through the dispatch community, that the Department's former network administrator now works for InfoSafe, and that the Fire Department supports moving forward. The agreement includes two annual quotes (approximately \$1,100 and \$1,300), one-time onboarding fees, and month-to-month service thereafter.

Clerk Lawrence made a motion to engage InfoSafe for the Township's IT service agreement, with a transition period of up to 60 days to ensure a smooth transition from the current provider. Motion supported by Treasurer Bloomfield. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Lawrence
SECONDER: Treasurer Bloomfield
AYES: Martin, Bloomfield, Lawrence, Amos, Hart, Paver, VanBruggen
NAYS: None
ABSTAIN: None
ABSENT: None

Phone Service

Clerk Lawrence noted that InfoSafe does not provide phone service, and that the GR Com proposal would save approximately \$200 per month while providing newer technology, including a mobile app that allows officials to use Township phone service without sharing personal cell numbers, and cloud hosting with no single point of failure. Trustee VanBruggen supported the savings and voicemail-to-email features. Trustee Paver asked about enabling voicemail transcription by default. Attorney Thall cautioned that recording of phone conversations raises record-retention and storage obligations for a public entity, and the

Board agreed to limit the discussion to voicemail transcription rather than call recording. Trustee Hart confirmed the mobile app capability.

Clerk Lawrence made a motion to engage GR Com for the Township's phone service, with a transition period of up to 60 days depending on billing cycles. Motion supported by Trustee Amos. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Lawrence
SECONDER: Trustee Amos
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

TREASURER

The Treasurer's contract discussion and possible action item was struck from the agenda during Approval of Agenda.

TRUSTEE

No items were discussed.

SUPERVISOR

Sewer Repair – Discussion and Possible Action

Supervisor Martin presented a quote from Balkema Excavating for \$15,410 to repair the Township Hall sewer connection shared with Niko's, which has backed up, including onto the floor drain. Engineer Wheat confirmed that camera inspection shows a belly in the pipe where it runs underwater and recommended proceeding now with Balkema, a good local contractor, before winter, noting that an emergency repair in mid-winter could cost substantially more. Balkema would excavate, repair, and backfill, with paving subcontracted; the private paving deadline is generally mid-November. The repair area is separate from the planned driveway project. Supervisor Martin noted the building was purchased as-is with no maintenance agreement and that Niko's will accommodate parking during the work. Trustee Hart noted that Metro funding from the MTA may be available to assist with parking lot repair and restriping and asked that staff look into it. Clerk Lawrence supported completing the sewer repair before winter and exploring outside funds for the parking lot separately.

Trustee VanBruggen made a motion to accept the Balkema Excavating total bid price as presented for repair of the sewer line. Motion supported by Trustee Hart. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee VanBruggen
SECONDER: Trustee Hart
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Parking Lot / Driveway

Supervisor Martin reviewed a revised quote from A-1 Asphalt for \$46,370 covering a smaller portion of the parking lot, which would need to be re-quoted and is likely to increase, and a proposal from J. Allen & Company for \$69,800 for the entire Township parking lot. J. Allen & Company, a Comstock-based business, is booked for this year and would perform the work in 2027, with payment from the 2027 budget. Township engineer Mike Presta indicated the pricing is fair in a previous conversation. Engineer Wheat agreed that scheduling the work next year avoids rushed late-season paving. Trustee Hart supported deferring the project given unexpected separation payments this year. It was noted that the sewer repair will be completed this fall and the driveway next year.

Clerk Lawrence made a motion to approve J. Allen & Company for the parking lot, to be included in the 2027 budget, and to make a good-faith effort to find funding from resources outside the Township general fund first. Motion supported by Trustee Amos. Motion passed by voice vote.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clerk Lawrence
SECONDER:	Trustee Amos
AYES:	Unanimous
NAYS:	None
ABSTAIN:	None
ABSENT:	None

Board Appointments

Supervisor Martin presented board and commission appointments to formalize the Board's representation. Attorney Thall advised that a single motion for each new appointment is sufficient.

Kalamazoo Area Building Authority (KABA) Board: Trustee Hart expressed interest in serving.

Trustee VanBruggen made a motion to appoint Trustee Hart to the KABA Board. Motion supported by Treasurer Bloomfield. Motion passed by voice vote.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Trustee VanBruggen
SECONDER:	Treasurer Bloomfield
AYES:	Unanimous
NAYS:	None
ABSTAIN:	None
ABSENT:	None

KABA Board Alternate: Trustee Amos offered to serve; Trustee VanBruggen also volunteered so as not to overload Trustee Amos with appointments.

Treasurer Bloomfield made a motion to appoint Trustee VanBruggen as the alternate to the KABA Board. Motion supported by Trustee Paver. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Treasurer Bloomfield
SECONDER: Trustee Paver
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Local Advisory Committee: Trustee Amos currently serves.

Trustee Hart made a motion that Trustee Amos continue serving on the Local Advisory Committee. Motion supported by Trustee Paver. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Hart
SECONDER: Trustee Paver
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Clerk Lawrence made a motion to appoint Trustee Hart as the alternate to the Local Advisory Committee. Motion supported by Trustee Paver. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Lawrence
SECONDER: Trustee Paver
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Kalamazoo Area Transportation Study (KATS): KATS is the designated Metropolitan Planning Organization that sets transportation policy and assigns federal transportation funding for the region, meeting monthly.

Trustee VanBruggen made a motion to designate Trustee Amos to the KATS Metropolitan Planning Organization Board. Motion supported by Trustee Paver. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee VanBruggen
SECONDER: Trustee Paver
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Clerk Lawrence made a motion to appoint Treasurer Bloomfield as the alternate to KATS. Motion supported by Trustee Paver. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Lawrence
SECONDER: Trustee Paver
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Public Media Network (PMN): Brett Padgett, a part-time Township employee and Parks Board member, currently chairs PMN and will continue to serve; no action was needed on the primary appointment. PMN Executive Director Schuster stated that the PMN board meets the fourth Thursday of each month, generally at 4:30 PM, and described PMN's work, including government meeting coverage available online and through streaming apps, searchable closed-caption transcripts, AI-generated descriptive audio to meet upcoming ADA requirements, community media training, and efforts to build sustainable revenue as cable franchise fees decline.

Trustee Hart made a motion to appoint Trustee VanBruggen as the alternate to the Public Media Network. Motion supported by Trustee Paver. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Hart
SECONDER: Trustee Paver
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Kalamazoo Regional Water and Wastewater Commission: Supervisor Martin noted that another township supervisor encouraged Comstock to return to the table given important upcoming decisions, and recommended Trustee Paver.

Clerk Lawrence made a motion to appoint Trustee Paver to the Kalamazoo Regional Water and Wastewater Commission. Motion supported by Trustee Amos. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Lawrence
SECONDER: Trustee Amos
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Treasurer Bloomfield made a motion to appoint Trustee VanBruggen as the alternate to the Kalamazoo Regional Water and Wastewater Commission. Motion supported by Clerk Lawrence. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Treasurer Bloomfield
SECONDER: Clerk Lawrence
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Central County Transportation Authority (CCTA): The Township's appointment is a recommendation subject to approval by the County Board of Commissioners.

Clerk Lawrence made a motion to appoint Trustee Amos to the CCTA. Motion supported by Trustee VanBruggen. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Lawrence
SECONDER: Trustee VanBruggen
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

Notice to Withdraw from Kalamazoo Area Building Authority (KABA) – One-Year Notice

Supervisor Martin reviewed the Inter-Local State Construction Code Enforcement Administration Agreement and the options for building code enforcement: remaining in the multi-jurisdictional authority, State enforcement (with generally higher fees and slower service), in-house employees (with significant personnel costs), or a contracted building official funded by permit revenue and directed by the Township Board. He stated that the Township has staff, office space, and approximately 90% of the online permitting software needed, and that bringing permitting in-house would let applicants complete approvals and permits in one place under this Board's direction. He stated for the record that he initiated contact with Mr. Reitenour based on a strong referral.

Clerk Lawrence expressed concern with the agreement provision requiring member units to proportionately share KABA's unanticipated expenses and losses, including litigation, and stated that the Township should not continue doing things a certain way simply because it always has.

Mr. Reitenour answered Board questions regarding minimum staffing (building official plus plumbing, electrical, and mechanical inspectors, and possibly a permit technician); his contracted model, in which trade inspectors are paid per inspection and the building official receives a percentage of permit fees that varies with the level of township staff involvement; inspection availability and typical one-week plan review turnaround; the role Township staff could play in application intake; and the fact that permit requirements (such as for re-roofing) are set by the building code and cannot be waived locally. Regarding transition, he recommended a clean break date, with the possibility of allowing KABA to close out its open permits through final inspection and noted that public communication would be important. Trustee VanBruggen noted that KABA already subcontracts its trade inspectors. Treasurer

Bloomfield emphasized thorough plan review to avoid repeated engineering costs for builders. Trustee Amos stated that local control is the most important consideration.

Attorney Thall advised that the agreement contains no provision to rescind a withdrawal notice once given, although the Township could attempt to negotiate with KABA; that the one-year notice period would be used to establish a replacement building department; and that surplus funds and other matters would need to be worked out with KABA during that period.

Supervisor Martin made a motion to issue a written notice to KABA for voluntary withdrawal from KABA, with written notice to the KABA Board and all other local units that are members of KABA. Motion supported by Clerk Lawrence.

During Board discussion, Trustee Paver stated that he would prefer to revisit the item in a meeting or two given ongoing development, the Gull Road corridor, and commercial construction. Trustee Hart recommended tabling the item for further research. Clerk Lawrence stated that she supported the motion because the one-year notice period provides ample time to plan. Treasurer Bloomfield, Trustee VanBruggen, and Trustee Amos spoke in support.

Roll call vote was taken. Supervisor Martin - yes. Treasurer Bloomfield - yes. Trustee Paver - yes. Trustee VanBruggen - yes. Clerk Lawrence - yes. Trustee Amos - yes. Trustee Hart initially indicated he would abstain; Attorney Thall explained that in a charter township a member may abstain only by declaring a conflict of interest (such as a direct financial interest) and receiving Board approval to abstain. Trustee Hart - no.

RESULT:	PASSED [6–1]
MOVER:	Supervisor Martin
SECONDER:	Clerk Lawrence
AYES:	Martin, Bloomfield, Paver, VanBruggen, Lawrence, Amos
NAYS:	Hart
ABSTAIN:	None
ABSENT:	None

Additional Provision to the Personnel Policy Manual – Recording Devices and Transcription

Supervisor Martin brought forward a proposed addition to the Personnel Policy Manual Section 4.12 addressing recording devices and transcription in the office. Attorney Thall explained that while Michigan permits recording a conversation to which one is a party, recording a conversation one is not party to may be a criminal offense, and that devices in an office may capture others' conversations; he also noted employee discomfort with being recorded in the workplace. Clerk Lawrence asked that the policy preserve beneficial uses, such as recording training for standard operating procedures and meeting minutes, possibly distinguishing Township devices from personal devices. Attorney Thall indicated narrowly crafted language is possible. Trustee Amos and Trustee Hart suggested allowing recording with the knowledge of all participants or in a designated closed room.

Trustee Hart made a motion to authorize Attorney Thall to draft a policy regarding recording devices, to be added to the Personnel Policy Manual when completed. Motion supported by Trustee Paver. Motion passed by voice vote.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Hart
SECONDER: Trustee Paver
AYES: Unanimous
NAYS: None
ABSTAIN: None
ABSENT: None

FINANCE

Reports

No items were discussed.

- Fire Incident Type Report
- Comstock Township Residential Building Permits
- Comstock Township Commercial Building Permits
- Comstock Township Special Permits – Property Maintenance
- Comstock Township Special Permits – Owners Request

INFORMATIONAL/FUTURE ACTION ITEMS

No items were discussed.

- FOIA Requests

PUBLIC COMMENT(S) ON AGENDA AND NON-AGENDA ITEMS

Karen Hite asked whether, under an in-house building department, residents could appeal to the Township Board if an inspector denied work. She described a prior experience under KABA in which an electrical inspector delayed construction of her family's home for three months over recessed lighting rated for vaulted ceilings.

Fire Chief Beauchamp announced the annual Fire Prevention Open House on Saturday, October 10, 2026, from 11:00 AM to 2:00 PM at Station 9-1 on River Street, with information for adults and activities for children.

MEMBERS' COMMENTS

Trustee VanBruggen – No comments.

Trustee Paver – No comments.

Treasurer Bloomfield thanked the Clerk's office, the Supervisor, and Township staff for working well together, and thanked Clerk Lawrence and Robin in particular for reviewing bills and finding savings for residents without raising taxes.

Clerk Lawrence reminded everyone of the public accuracy test on October 8 at noon at the Township Hall, as the Township will host its own early voting, along with a meeting of the Election Commission to appoint election workers. She noted the Township is still seeking election workers; paid County training is available, and workers need not live in Comstock Township but must be registered (or eligible to register) voters.

Trustee Amos – No comments.

Trustee Hart – Nothing further.

Supervisor Martin thanked the Board for a good meeting and for their commitment to serving.

ADJOURNMENT

The meeting adjourned at approximately 9:13 PM.



Ben Martin, Township Supervisor



Amber Lawrence, Township Clerk
Attested