

**REGULAR MEETING AGENDA  
DECEMBER 15th, 2025, 4:00 P.M.  
17425 Red Arrow Hwy. New Buffalo, MI 49117  
Minutes**

Supervisor Heit called the meeting to order at 4:00 p.m.

**1. ROLL CALL & PLEDGE OF ALLEGIANCE**

Present: Anderson, Hannon, Heit, Iazzetto, Males

Not Present:

Pledge of Allegiance

**2. ITEMS TOO LATE FOR PRINTED AGENDA – None**

**3. APPROVE AGENDA**

Hannon moved, Anderson supported, approving the agenda.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
Iazzetto	Yes
Males	Yes

Motion CARRIED

**4. REPORTS**

Building  
Code Enforcement  
Fire  
Galien River Sanitary District  
Library  
LRSB  
Marina  
Park  
Pine Grove Cemetery  
Pokagon Fund  
Police

**5. PUBLIC COMMENTS – Public Comments were heard by the Board.**

## 6. CONSENT AGENDA

lazzetto moved, Anderson supported, approving items on the consent agenda:

Minutes of the November 17<sup>th</sup> meeting  
Treasurer's Report  
Bills

1. General \$128,402.42
2. Public Safety Millage \$ 85,487.24
3. Park Millage \$ 7,873.67
4. Building \$ 15,741.22
5. LRSB Discretionary \$ 377.41
6. Sewer & Water \$ 146,765.40
7. Marina \$ 18,325.88
8. Payroll \$ 101,101.03
9. Trust & Agency \$ 0

Approve 2026 Meeting Dates Calendar

Approve 2026 contributions to employee health savings accounts for any full-time employee on the township health insurance plan, \$2,500 for singles and \$5,000 for families.

Approve 2 employees to attend the annual MTA conference in April including housing, meals and mileage not to exceed \$2,000.

Approve membership to Michigan Recreation and Parks Association in the amount of \$600.00.

Approve Park Director Pat Donnelly attend the MRPA conference in the amount of \$1,500.00 for the conference, hotel, meals & travel.

Appoint Supervisor Heit to the soon to be formed Community Growth Alliance Board.

Approve the update Park Pavilion Rental Application which increases the non-resident rental fee to \$200.00.

*Discussion was held.*

lazzetto moved, Anderson supported, approving items on the consent agenda:

Minutes of the November 17<sup>th</sup> meeting  
Treasurer's Report  
Bills

10. General \$128,402.42
11. Public Safety Millage \$ 85,487.24
12. Park Millage \$ 7,873.67
13. Building \$ 15,741.22
14. LRSB Discretionary \$ 377.41

15. Sewer & Water \$ 146,765.40
16. Marina \$ 18,325.88
17. Payroll \$ 101,101.03
18. Trust & Agency \$ 0

Approve 2026 Meeting Dates Calendar *amended to reflect Township Board meetings starting at 5:00 p.m. beginning January 2026*

Approve 2026 contributions to employee health savings accounts for any full-time employee on the township health insurance plan, \$2,500 for singles and \$5,000 for families.

Approve 2 employees to attend the annual MTA conference in April including housing, meals and mileage not to exceed \$2,000.

Approve membership to Michigan Recreation and Parks Association in the amount of \$600.00.

Approve Park Director Pat Donnelly attend the MRPA conference in the amount of \$1,500.00 for the conference, hotel, meals & travel.

Appoint Supervisor Heit to the soon to be formed Community Growth Alliance Board.

Approve the update Park Pavilion Rental Application which increases the non-resident rental fee to \$200.00.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
Iazzetto	Yes
Males	Yes

Motion CARRIED

**7. OLD BUSINESS**

**a. Red Arrow Regional Fire Authority Update & Discussion**

Fire Chief Flick updated the Board on the status of the Authority. Discussion was held.

**8. NEW BUSINESS**

**a. Resolution Public Act 152 (in relation to health insurance coverage limits for employees)**

Males resolved, Heit supported, adopting:

WHEREAS, MCL 15.586(1) being Section 8(1) of P.A. 152 of 2011, states that "By a 2/3 votes of its governing body each year, a local unit of government may exempt itself from the requirements of this act for the succeeding year."; and

WHEREAS, the Township Board desires to exempt the Township from its requirements of the Act for the year 2026;

NOW THEREFORE, it is resolved that:

1. The Township hereby exercises its option under MCL 15.586(1) and exempts itself from the requirements of P.A. 152 of 2011 for the year 2026.
2. A copy of this Resolution shall be forwarded to the appropriate State agency(ies) as necessary.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
Iazzetto	Yes
Males	Yes

Resolution      ADOPTED

**b. MDOT Resolution**

Heit moved, Males supported, adopting Resolution 20251215a which requests MDOT install "No U-Turn" and "No Parking" signs along US-12 and M239.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
Iazzetto	Yes
Males	Yes

Resolution      ADOPTED

**c. Food Truck Ordinance Resolution**

Iazzetto moved, Hannon supported, adopting Resolution 2025125b, which adopts Ordinance 20251215a which amends the Zoning Ordinance to add Food Trucks as a permitted use in the Regulated Uses Table in the Industrial zoning district and amends the standards for food trucks to operate.

Roll Call Vote:

Anderson	Yes
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Hannon	Yes
Heit	Yes
lazzetto	Yes
Males	Yes

Resolution      ADOPTED

**d. Business License Ordinance Resolution**

Heit moved, lazzetto supported, adopting Resolution 20251215c adopting Ordinance 2025125b, which amends the Business License Ordinance to require food trucks to obtain business licenses and certain businesses to obtain Knox Boxes upon registration or within 12 months of renewal.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
lazzetto	Yes
Males	Yes

Resolution      ADOPTED

**e. Village of Grand Beach Support Resolution**

Males moved, Anderson supported, adopting Resolution 20251215d stating the township's support for the Village of Grand Beach's Michigan Coastal Management Program grant application.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
lazzetto	Yes
Males	Yes

Resolution      ADOPTED

**f. Berrien County Information Systems CAD MOU**

lazzetto moved, Heit supported, approving a Memorandum of Understanding with Berrien County Information Systems regarding cost sharing for computer aided dispatch and approve year 1 payment and annual fee to Berrien County.

Motion              CARRIED

**g. Board and Committee Appointments**

Hannon moved, Heit supported, approving the following appointments:

- Reappoint Traci Lauricella to the Planning Commission, term expiring 12-31-28
- Reappoint Kurt Hauseman & Brad Griffith to the Corridor Improvement Authority, terms expiring 12-31-29
- Reappoint Rick Novacek to the Zoning Board of Appeals term expiring 2028
- Reappoint Mary Nykamp & Ed Carpenter and Vern Levine to the Construction Board of Appeals, terms expiring 2027.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
Iazzetto	Yes
Males	Yes

Motion CARRIED

**h. HydroCorp Service Agreement Renewals**

Males moved, Heit supported, approving a two-year agreement with HydroCorp in the amount of \$17,175.00 for the first year and \$17,862.00 for the second year for residential and \$4,992.00 for the first year and \$5,191.80 for the second year for non-residential cross connection inspections.

Motion CARRIED

**i. Garage Technologies Agreement**

Iazzetto moved, Heit supported, approving a service agreement with Garage Technologies to facilitate the sale of the 1995 GMC water tender and 1998 Ford F-550 grass truck for the Fire Department.

Motion CARRIED

**j. Special Land Use Approval – Upper Shelf Farms LLC**

Males moved, Heit supported, granting Final Approval of a Special Land Use to Upper Shelf Farms, LLC to operate an Adult-Use Marihuana Retail Establishment at 13899 Grand Ave, New Buffalo, Michigan 49117; being parcel number 11-13-0019-0019-01-5 with the following conditions:

The applicants must adhere to the standards detailed in the New Buffalo Township Zoning Ordinance Article 455-5.22 Marihuana Businesses.

Copy of license from the State of Michigan Cannabis Regulatory Agency will be provided yearly upon renewal.

\$5,000 annual administrative fee to be provided to New Buffalo Township by the renewal date of the State of Michigan license.

Maintain current business license registration with the New Buffalo Township Building Department which includes an annual Fire Code Inspection of the premises.

The SLU development agreement and final site plan must be recorded with the Register of Deeds Office with evidence of recording submitted to New Buffalo Township within 45 days.

The SLU is attached to, and shall run with the land for which the permit is granted, and shall be binding upon, and ensure benefit of, all subsequent owners and all occupants of the subject land provided that the new occupant/owner provide proper application for Marihuana Establishment w/supplemental information required, applicable fee, and copy of their State of Michigan Cannabis Regulatory Agency license.

Roll Call Vote:

Anderson	Yes
Hannon	Yes
Heit	Yes
Iazzetto	Yes
Males	Yes

Motion CARRIED

**k. Special Land Use Approval – New Buffalo US12 Group LLC**

Iazzetto moved, Hannon supported, granting Final Approval of a Special Land Use to New Buffalo US12 Group, LLC to operate an Adult-Use Marihuana Retail Establishment at 10227 W US 12 Hwy, New Buffalo, Michigan 49117; being parcel number 11-13-0001-0005-00-3 with the following conditions:

The applicants must adhere to the standards detailed in the New Buffalo Township Zoning Ordinance Article 455-5.22 Marihuana Businesses.

Copy of license from the State of Michigan Cannabis Regulatory Agency will be provided yearly upon renewal.

\$5,000 annual administrative fee to be provided to New Buffalo Township by the renewal date of the State of Michigan license.

Maintain current business license registration with the New Buffalo Township Building Department which includes an annual Fire Code Inspection of the premises.

The SLU development agreement and final site plan must be recorded with the Register of Deeds Office with evidence of recording submitted to New Buffalo Township within 45 days.

The SLU is attached to, and shall run with the land for which the permit is granted, and shall be binding upon, and ensure benefit of, all subsequent owners and all occupants of the subject land provided that the new occupant/owner provide proper application for Marihuana Establishment w/supplemental information required, applicable fee, and copy of their State of Michigan Cannabis Regulatory Agency license.

Roll Call Vote:

Anderson	<u>Yes</u>
Hannon	<u>Yes</u>
Heit	<u>Yes</u>
Iazzetto	<u>Yes</u>
Males	<u>Yes</u>

Motion CARRIED

**9. BOARD COMMENTS**

- New Buffalo Township was awarded a \$300,000 grant from the Pokagon Fund for the Harbor Country Drive project.
- The Housing Study performed by Cornerstone Alliance is done.
- The Tribute Plaza patronicity site will be live soon. The link will be posted on the Township website.
- The Water Fill Station is almost done. We are just waiting for AEP to install the meter and turn on the power.
- The Deputy Family donated \$150,000 to Pleasure Isle Marina to cover the improvements made by the Township.
- Supervisor Heit, Code Enforcement Officer Jackubowski, and Lieutenant Chartrand had a positive, productive meeting with the owners/manager of dispensaries.
- Thank you to New Buffalo Elementary School for decorating the Christmas Tree at Township Hall!
- Thank you to everyone who made our first annual Wreaths Across America ceremony successful!



**10. ADJOURNMENT**

Heit moved, Hannon supported, adjourning at 5:08 p.m.

Motion CARRIED

Submitted By:



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Michelle Hannon, Clerk  
New Buffalo Township