

Webber Township
2286 W. Springtime St.
Baldwin, MI 49304
Special Meeting 8/26/2025

Call to order: 10:00AM

Pledge of Allegiance:

Attendance Roll Call: Kelly-Here, Pat-Here, Kathy-Here, Deb-Here, Shaun-Here

Approval of Agenda: Motion to approve agenda made by Pat with support by Kelly. 5 Aye votes. Motion carries.

Business at hand:

Shaun read Business At Hand info from agenda. "Personnel evaluation regarding the employment of Chris Jacobs, Webber Township Zoning Administrator. Please note MCR15.268(1)(a) authorizes the Board to undertake this matter in a closed session if the employee requests a closed session. If a closed session is not requested, the Township Board will meet on this matter in an open meeting. If the employee rescinds a request to conduct this matter in a closed session during the hearing, the Board will meet in an open meeting."

Shaun asked Chris if he wanted to go into closed session or remain in open session. Chris chose to remain in open session.

Deb began by explaining that on 8/13/2025 Kelly McCune and herself met with Chris Jacobs on a disciplinary action. The infraction was Chris had lost his building keys and the Township truck key fob and didn't report it to the board. The building and truck were left vulnerable to break in and vandalism. The point was made that this building needs to be secured. We also discussed that truthfulness is paramount. Leaving out truth is as bad as a lie, and Chris agreed he understood this. The meeting culminated with a written warning which advised any further infractions of this type would result in next step disciplinary action. Chris was advised this could include suspension or termination.

This meeting was on 8/13/25. Deb continued that Chris was not in the office on Thurs. 8/14, Friday 8/15, or Sat 8/16. Deb was in the office on Sat, 8/16/25 to meet with the IT people to determine placement for new security cameras. Deb found the conference room door open. She then went out the conference room back door and found the zoning office back door slightly open. Deb closed the door and immediately sent notification of her finding to 3 board members. It was sent at 1:48PM and went to Pat, Shaun, and Kelly. Deb read the email message aloud. Deb stated, since Chris had not been in those three days after the disciplinary meeting, that door had been left open the day of the disciplinary meeting till she found it on Sat., 8/16/25.

Deb stated she has several security camera clips and asked if the board wanted to see them, or she could read her notes.

Notes: 8/8/25 @11:14-This is clip that originally brought the lost keys to Deb's attention. Chris enters the office and instead of going to his office, he went directly to the conference room door, which Deb had closed and locked because of files that were in there at the time. Deb had

questioned why he'd go to the conference room and not his office. Another employee advised her Chris had lost his keys.

8/12/25 @ 4:19 Chris enters his office & closes the door

4:20 Picture of closed office door- Next photo is 10:32PM. No photos of Chris leaving the building.

8/13 @ 4:54 Chris goes in the office. Next photo is at 2:06AM-No sign of him leaving.

8/14 @ 5:13 Chris came into the office to do his Zoning report for Board meeting. No photo of him leaving.

8/16 – Incident Deb already discussed with Zoning door left ajar.

8/20 @ 4:42-6:39 Chris & Little Chris are in office. Next pic is @ 10:52. No picture of them leaving.

Pretty obvious Chris was using his back door to leave the building.

Deb stated she was at the office on Sat., 8/23. While she was pulling up photos Kelly asked Chris if he had anything to say. He stated he did use his backdoor to leave. He didn't know that was a problem. He said he doesn't leave the door open. He said he did tell Shaun he misplaced his keys. Shaun said Chris did let him know he couldn't find his keys. They may be in storage shed, or possibly thrown away. Deb asked if Chris had actually stated his keys were absolutely gone. Shaun said yes, Chris told him just before Kelly and Deb met with him. Shaun also stated he advised Chris to tell Deb or Pat about them being lost. Deb asked Pat if Chris had spoken with her. He had not. Deb also stated Chris had not spoken with her. It was further discussed how long the keys were missing before being reported. Pat mentioned he had moved quite a long time ago. Chris stated they are still moving. Kelly asked if it was about a month ago when they moved. Chris didn't know how long it was.

Deb stated she had come in on Sat., 8/23/25. She again checked the back door of the zoning room out of curiosity. She showed pictures of what she found. One was of the door again left slightly ajar. She stated it was the same way she found it on 8/16. The second was a video of her opening the door and finding one of Chris' business cards taped across the locking mechanism so the door wouldn't lock if it was pushed shut. Kelly asked Chris to explain. He said he was just going to his mom's house. He was gone about 15 minutes at most and came right back. He had a lot of stuff to carry and didn't want to be dropping stuff. He put the card there so he could push it shut so nobody walking by could see the door was open. Kelly asked if this was before or after we had the discussion with him. Chris replied, "after". Deb asked if he had keys to the building at the time. Chris answered, "I did, ya". Deb questioned, "So you chose to do this?". Chris again said, "Yup", and continued to explain he had a lot of stuff to carry and was running back out. Kathy asked Deb how she found it. Deb explained she just happened to be there. Pat mentioned Chris said the door was shut when he left but Deb found it open. Chris stated it was, the wind must have blown it open. Pat stated it seems like a lot of excuses. Chris said, I'm not making excuses, I'm just trying to explain.

Deb stated that during her and Kelly's discussion with Chris there was another issue that was brought up regarding an unemployment issue. Chris had filed for unemployment after being fired from Peacock and Yates. She understands all employers need to be listed. Chris had listed

Webber and showed he worked part time/hours had been cut. Deb started receiving weekly notices what they paid him and what he showed his earning were for the week. Some weeks he showed \$100 and for some weeks he put down \$0. Deb explained she had contacted the Unemployment Agency to find out what was going on. She explained to them he was still working. He's scheduled to work 30hrs a week. If he doesn't work 30 hours it's not because his hours have been cut, it's because for whatever reason, he didn't come into work. She stated he only gets paid once a month and doesn't know how that gets reported. Deb was advised it's not what you get paid, but what you earn, so at the very least you take the # of hours worked X your hourly pay. She gave him benefit of the doubt and waited until the week ending 5/3/25. Chris was paid aprox \$2400-\$2600 on 5/1/25. He reported he earned \$0 that week. Deb has been working with unemployment every week. She listed the weeks she received notice of his unemployment benefit and what he claimed as earnings. Chris said this was a misunderstanding. The weeks he claimed he earned \$100 was what he earned from Shoey's. He didn't know he put \$0. He claimed he called Unemployment and was told to refile with correct earnings. A discussion ensued regarding how he listed Webber as "Hours reduced or working part time". He does work part time and this is correct option. Further discussion ensued regarding his listed earnings and what he actually did earn. Chris continued that he had no idea how unemployment works. He didn't know he would collect from Webber.

Deb stated she brought this matter up because she and Kelly had discussed the matter of truthfulness and honesty with him during their disciplinary meeting. Deb stated she had a real concern because Chris had stated he was just leaving the building for a few minutes to run to his mom's and he took the time to tape a card to the door to be sure it didn't close, when you had office keys. You chose to leave the building unsecured. You made a conscious choice to leave the building unsecured.

Deb mentioned she had also found the kitchen door unlocked the day after she and Kelly spoke with Chris, and back door propped open as well. There was no proof that Chris had left these doors open, so she didn't report it. Chris said he did not leave these doors open. A discussion ensued about the doors occasionally being left unlocked by people. Deb asked if they were intentionally left unlocked. Shaun said he didn't know. Deb pointed to the video of Chris' business card taped on his open office door and asked if that was intentionally left unlocked, at which Shaun answered yes. Chris said he admitted it was intentional so he could run out and come back. Pat stated it funny that it takes time to get all the tape on there when you could have just gone out the door. Kelly added, especially when we had just had a conversation about this.

Kelly asked what the next discipline steps were for Chris. Deb answered, suspension or termination. She had handed out a copy of the discipline steps from our Policy book. Deb read the disciplinary steps aloud. Level Two – Written, which Chris was given, contains a statement, "In general, several oral warnings should, at the next infraction, be followed by a written warning, followed at the next infraction by discharge. This is especially true in those cases where the time interval between offenses is short and the employee demonstrated a poor desire to improve his/her performance." Deb then read Level Three-Suspension which includes the statement, "For serious offenses, such as fighting, theft, insubordination, threats of violence, the sale or possession of drugs or abuse of alcohol on township property, etc. termination may be the first and only disciplinary steps taken. Any step or steps of the disciplinary process may be skipped at the discretion of the Webber Township Board after investigation and analysis of the total situation, past practice, and circumstances. She then read Level Four – Dismissal, which

includes the statement, "There are no set standards of how many oral warnings must be given prior to a written warning or how many written warnings precede suspension or termination. Factors to be considered are: How many different offenses are involved, The seriousness of the offense, The time interval and employee response to prior disciplinary action(s), and Previous work history of the employee."

Chris asked if he could speak before the board made a decision. He apologized for his actions and said he hasn't been at the top of his game lately. He's made mistakes that he never made before. He was under a lot of stress with the birth of his son and death of his step dad, moving, just being stressed overall. He promised to do better and get back to where he was. He asked the board to reconsider termination. He would understand if we couldn't.

Deb asked what Chris did the day he was in here with his son. He replied he did a couple emails, made some phone calls, and wrote up some violations. Deb stated she was in his office the next business day to talk to Joan. She had laid some papers on his chair and there was a booklet of citations on his desk in front of his computer laying sideways. After he was in here that evening the papers were untouched on his seat and the citations were in the exact location. It looked like nothing had even been touched. She asked if he understood how that looked?

Kelly asked Chris if he had anything else to add. Chris thanked the board for the opportunity to speak. He stated he thinks things are a little unfair, but that's life. He said he's made mistakes. I hope this mistake doesn't cost me my job. I have a family counting on me.

Pat stated there are so many things where we can't trust Chris, and it seems like it just keeps happening. She stated she thinks he is a good person, a good family man and has a lot of potential. Some of his excuses don't make any sense.

Kelly stated she believes everyone has had an opportunity to say what they wanted. Kelly made the motion to terminate Chris' employment with Webber Township based on the facts in front of us. She continued saying it is truly unfortunate. We've enjoyed having him here, but we can't keep telling an employee to make good decisions for the safety and security of the Township and then have him make choices that blatantly disregard what we asked him to do. We gave him an opportunity to improve, we understand what he is going through right now. It is unfortunate, but unfortunately that is going to be her motion. She added that Chris' termination is effective immediately as of 8/26/25. Pat regretfully seconded Kelly's motion. Roll call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-No. 4 Yes/1 No votes. Motion carries. Deb asked Shaun to accompany Chris to his office to retrieve his personal property.

Miscellaneous: None

Public Comments: Chris thanked the board. Deb wished Chris success.

One resident made a public comment.

Motion to Adjourn: Motion to adjourn made by Pat with support by Shaun. Meeting adjourned at 11:11AM.