

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MONTHLY BOARD MEETING
AUGUST 13, 2025

The August board of trustees meeting was called to order at 7:00 p.m. followed by the pledge to the flag.

Roll call was taken with Reliford, Kot, Jackson, Butler, and Keith Scott all present.

The consent agenda was approved with a motion by Reliford and supported by Keith Scott. Motion passed. The consent agenda consisted of the July meeting minutes and the July financial statement. The financial statement for July is as follows: CD's \$77,008.67, revenue sharing \$581,612.64, park acct \$24,157.44, fire millage \$68,550.14, road millage \$118,635.60, tax acct \$79,502.60, trust & agency \$10,100.90, bldg. admin. \$23,886.18, and the general acct. \$40,218.84. Accounts payable for July had a total paid expenses of \$21,160.49 paid out of the general fund.

The new computer install has been completed. There are still a few QuickBooks updates that need to be done and the electrician is still working on moving the network. There was a misunderstanding with VC3 about the server and network needing to be moved.

The park pavilion and walking path are both complete. The township is still waiting on pads to be poured for two benches. Also, the wrong bench colors were delivered for the park. The park committee is waiting on an exchange.

The new pavilion and storage shed have been added to the insurance policy. The Township is not being charged for this term. It will show up in the renewal policy.

The Township needs to decide on locations for aerial drone photos to be taken for the Emmett Township website update. The board discussed possibly having links to local businesses and village office links and info as well on the new website.

The ditching on Bryce Rd has been completed.

The structures needed for Carney Rd have been ordered. Hopes are for the project to be done mid to late September.

Keegan Rd will be closed August 12-18 for the culvert replacement.

Resolution #25-14: Local Road System Funding Assistance Program. The resolution was approved with a motion by Butler and supported by Reliford. Roll call: Kot; Yea, Jackson; Yea, Butler; Yea, K. Scott; Yea, and Reliford; Yea Motion passed.

The 2026 local road funding assistance program is planned to be used on replacing the 44' culvert on Carney Rd over the Gleason drain with a new 56' culvert along with miscellaneous ditching at an estimated cost of \$48,000.

Clerk Jackson informed the board that the Township has received the full reimbursement from Kenockee Township in the amount of \$1,593 for the Early Voting Agreement. The Township also received \$662.48 for the new election day laptop reimbursement grant. Jackson stated that she would be dropping off Kenockee Township's election equipment on Friday.

Jackson also updated the board that the new increase in pricing for the township auditors is due to an increase in the cost of doing business. The Supervisor asked for clarification if there was any sort of exit clause if the Township decided to leave mid contract and what the due date is for entering into the new 5-year contract. The Clerk will report back at the next board meeting.

The Workman's Comp Payroll Audit for the year has been completed.

Invoices from BSB will now be from ScanSource. June and July's phone bills were both billed to the township this month due to the transition.

Clerk Jackson discussed website updates. The Board needs to decide on what areas to have aerial drone pictures taken to be put on the website along with an idea of when the photos should be taken.

The Election's Clerk, Patty Mikolajczyk, has resigned. The Clerk informed the board that this position does not need to be refilled at this time.

The park committee has received one quote so far for tree removal. Plans for the project are for late fall/early winter.

Butler made a motion to pay the brine (chloride) bill that came in under budget at a cost of \$21,710.64. Jackson seconded the motion.

Roll call: Jackson; Yea, Butler; Yea, K. Scott; Yea, Reliford; Yea, and Kot; Yea. Motion passed.

Jackson made a motion to pay the invoice to VC3 in the amount of \$2,023.00 for the install of Microsoft Office on all 7 new computers. Butler supported.

Roll call: Butler; Yea, K. Scott; Yea, Reliford; Yea, Kot; Yea, and Jackson; Yea
Motion passed.

The township is still waiting on the invoice from VC3 for the Sonic Wall renewal.

Butler made a motion to approve the presented budget corrections. K. Scott supported the motion.

All in favor Aye: 5 Nay: 0

Motion passed.

Treasurer Kot informed the board that tax payments are coming in and we are still getting some Village payments which we are not authorized to accept. Kot also inquired about an update on the new mailbox for the Township Hall. Supervisor Butler said he would purchase the box and post soon.

Planning reported that the resident on Breen Rd is going to reapply for a pole building permit. A resident submitted his letter of intent for the installation of a wood burner. The planning committee recommends that the permit for the wood burner be approved.

The park committee reported that the farmer's market has been slow, but the car club has been booming. They are looking into more grant opportunities through DTE and the DNR. The new sign for the pavilion has been completed and is hopefully being dropped off at the Township Hall tomorrow.

The building admin report consisted of 10 items for the month of July.

Enforcement officer report: Waiting on pictures to come through from the person who filed a blight complaint.

There were no visitors' comments.

A motion was made by Butler to adjourn the meeting. Support was given by K. Scott. Motion carried. Meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Stephanie Jackson, Clerk