

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
JUNE 11,2025

The June 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 Kot, Jackson, Butler, K. Scott, and Reliford, all present.

The consent agenda along with presented budget corrections was approved with a motion by Kot and supported by Reliford. Motion passed. The consent agenda consisted of the May 14 meeting minutes. The financial statement for May is as follows: CD's \$76,647.44, revenue sharing \$694,581.50, park \$24,997.10, fire millage \$110,145.67, road millage \$118,489.48, tax acct. \$27.00, trust & agency \$9,842.76, building admin, \$21,749.50 and the general fund \$11,371.72. Accounts payable for May had a total paid expenses of \$24,646.03 paid out of the general fund.

Township Dumpster Day went well. 3 regular dumpsters and 1 scrap dumpster were filled. The Township was only charged trucking for the 4th dumpster that remained empty. The bill from Jeff's Rubbish was \$1,675. The Board discussed waiting until next May for the next Dumpster Day.

The gravel haul is now complete. Supervisor Butler expressed his opinions to the Road Commission on the quality of the road grading. The total for the limestone haul is \$146,961.79 less the match money of \$23,918.00 bringing the total amount due to \$123,043.79. The Township budgeted \$140,000.00. The Township's share of the 70-30 limestone match money came out to \$10,258.08. The Township budgeted \$10,323.00. Overall, the Township came in \$17,021.13 under budget for these two line items. Butler made a motion to pay the limestone and 70-30 match money invoices. Reliford seconded the motion.

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

Ditching on Bryce Rd is expected to be \$16,500 and the new culvert on Keegan Rd is expected to be \$65,000 with the Township being responsible for \$32,500.

Director of the St. Clair County Road Commission, Bill Hazelton, informed supervisor Butler that there are additional funding options to help cover the

increase in costs associated with the Carney Rd culvert replacement project. The project will remain on hold until Butler can meet and discuss what options the Township has.

Members of the park committee met with the individual installing the pavilion pad and park path and permits are getting filled out. An estimate of 1 week was given for the install of the path.

Butler made a motion to approve the Park and Recreation millage distribution application for this year's funding of \$13,540 and was supported by K. Scott.

All in favor Aye: 5 Nay: 0

Motion passed.

The Community Foundation asked Supervisor Butler to write a quote about the Township's use of the grant money received for the Township Park.

Butler made a motion to approve and pay the invoice to LOR Consulting for the inhouse budget training in the amount of \$631.60. Jackson supported the motion.

All in favor Aye: 5 Nay: 0

Motion passed.

Butler made a motion to approve the bill of \$269.00 for the annual Workers' Compensation Fund policy premium. Reliford supported.

All in favor Aye: 5 Nay: 0

Motion passed.

Treasurer Kot informed the board that the Township keeps getting delinquent notice bills from VC3 for the installation of the new computers and the Windows 11 update. She has reached out to them on multiple occasions stating that no schedule has been set for these services and that the bills are not delinquent as a solidified work date has never been set up. Supervisor Butler also would like to get a price on having VC3 move the server and wiring and for a new server battery backup.

Treasurer Kot and Clerk Jackson stated that the audit with King and Messing went well and that the auditors seemed happy with the Township.

Clerk Jackson presented to the board an updated fire/rescue policy and an updated resolution stating that while the milage is in effect, that only non-township

residents will be billed for fire, medical and personal injury runs excluding illegal burns which are billed to residents and non-residents.

Resolution #25-13: UPDATE OF USER FEES FOR FIRE & MEDICAL SERVICES. The resolution was approved with a motion by Butler and supported by K. Scott.

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

Clerk Jackson and Treasurer Kot had a meeting with Shumaker Technology Group about updating the Township's website. The Board was informed that there were two options to choose from for hosting and maintenance annual costs and three tiers to choose from for a one-time setup and design costs. After much discussion, Butler made a motion to go with the platinum package at a one-time cost of \$2,995.00 for the set up and design. This package option also includes the ability to do a design refresh/modernization any time after the new website reaches 3 years if needed. Butler also made a motion to go with the fully managed hosting and maintenance option at a yearly cost of \$800.00. This will increase the current annual maintenance cost by \$175.00. Kot supported the motions.

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

Supervisor Butler stated that there are 4 or 5 trees that need to be removed in the park. Planning and Park Committee chairman, Scott Mueller, is working on getting quotes to have the trees dropped professionally and seeing if there is anyone who wants the wood to haul away themselves.

Clerk Jackson informed the board that both the bills for reimbursement to Kenockee Township for the Early Voting Agreement and the reimbursement for the new Election Day laptop have been submitted. She is still working on the reimbursement for the Yale Public Schools Special Election.

Treasurer Kot stated that she will still be using Ready Set Mail for the tax bill printing. She also stated that both summer and winter tax bill due dates fall on a weekend this year making them still collectable the next business day.

Planning gave their report about discussions on Breen Rd and Siegle Rd.

The Building Administrator's report consisted of 12 items for the month of May.

No report from the enforcement officer.

Correspondence: Butler read a letter from the lawyer in regards to Breen Rd Drainage. Also, Tri-Hospital EMS reported to Supervisor Butler that the allocation of millage funds into our service agreement has filled the gap between the cost of providing ambulance services and the insufficient revenue generated from third-party payers.

Jim Waddy submitted a written notice to a resident for an accessory building being constructed without permit approval.

Visitor John McIntyre had questions about cleaning up Gleason drain on Foley Rd. He was informed that he can contact the St Clair County Drain Commission as they are the ones who would handle that.

Reliford made a motion to adjourn the meeting, supported by K. Scott. Meeting was adjourned at 8:56p.m. Motion carried.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Stephanie Jackson', with a stylized flourish at the end.

Stephanie Jackson, Clerk