

EMMETT TOWNSHIP BOARD OF TRUSTEES

REGULAR MONTHLY BOARD MEETING

SEPTEMBER 10, 2025

The September 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 K. Scott and supported by Reliford. Motion passed. The consent agenda consisted of the August meeting minutes and the August financial statement. The financial statement for August is as follows: CD's of \$77,193.07, revenue sharing \$571,876.79, park acct. \$37,512.44, fire millage \$68,580.19, road millage \$118,713.61, Tax acct. \$123,895.11, trust & agency \$10,850.90, bldg. admin. \$21,104.13 and the general fund \$52,295.23. Accounts payable for August had a total paid expenses of \$45,810.62 paid out of the general fund.

The new Parks & Rec master plan was delivered to the Township Hall. The Board went over score sheets used for qualifying for grants.

There was discussion as to what areas the Board would like highlighted for the Township website photos. It was also determined that the Board would have the aerial drone footage taken when it works best for Shumaker Group. Review of the photos will be done at a later date.

There is no new update on the Carney Rd culvert.

The Keegan Rd culvert project will be \$39,711.89 with the Township's share being \$19,855.92. Bryce Rd ditching came in at \$17,107.39 which was roughly \$600 more than what was originally quoted. The Supervisor informed the Board that he was under the impression that the Township was supposed to pay the whole bill for this project, but was only charged for half in the amount of \$8,553.69. Butler made a motion to pay the Keegan Rd culvert and Bryce Rd ditching invoices. K. Scott supported the motion.

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

Culvert replacements done during the Bryce Rd ditching project were replaced as part of the bid for the invoice from the St Clair County Road Commission.

There will be a Fire Contract Meeting and the Village of Emmett's Town Hall September 23 at 7:00pm. Clerk Jackson said she should be able to attend the meeting. A special meeting notice will be posted on the door at the Emmett Township Hall if 3 or more Emmett Township Board members attend making a quorum.

Butler made a motion to accept the new King and Messing 5-year audit contract with the annual price increases that are listed in the contract. Jackson supported the motion.

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

When it comes to the updates to the Township's insurance policy, the Board wanted to add 9 picnic tables/benches at \$1,000 each and lower the miscellaneous coverage down to \$5,000. The Board also discussed bonding the Office Secretary.

Three companies have come out to look at the tree removal project in the park. So far, only one hard numbered quote has come in.

Butler made a motion to remove the previous Deputy Clerk, Alicia West, from the Township bank accounts and to add the new Deputy Clerk, Harlianne LaMay. K. Scott seconded the motion.

All in favor Aye: 5 Nay: 0

Motion passed.

Renewals for the Fire and Road millages need to be placed on the August 2026 election. The Board needs to look into the language for placing those on the ballot.

Treasurer Kot informed the Board that there have been a lot of check errors coming in for tax payments. She hopes that residents get the information quickly to correct these errors before late fees are accrued.

Butler made a motion to approve the L-4029. K. Scott supported the motion.

All in favor Aye: 5 Nay: 0

Motion passed.

Enforcement sent a letter to residents at 13386 Siegel Rd via certified mail stating that they have 30 days to address and rectify the complaint that is in violation of Emmett Township Ordinance Article 15.17.

The Park Committee reported that there will be a Trunk or Treat at the park on Saturday, October 25. The airplane teeter totter was set up in the playground. There was also discussion on the St Clair County Library book mobile making visits to the Township Park in the future.

18 items were listed on the Building Administrator's Report.

There were no visitor comments.

Jackson made a motion to adjourn and was supported by Butler. Motion carried. Meeting was adjourned at 8:20p.m.

Respectfully submitted,

Stephanie Jackson, Clerk