

GARDEN TOWNSHIP BOARD MINUTES
REGULAR MEETING
March 11, 2025

The regular meeting was called to order with the Pledge of Allegiance at 6:04 p.m. by Supervisor, Katherine Young.

Present: Katherine Young, Brenda Lester, Susan Rochefort, Jenna Silkworth and Craig Potvin.

PUBLIC COMMENT: Public was present. No comments were received.

APPROVAL OF AGENDA: Motion was made by Jenna, seconded by Sue, to approve the meeting agenda for March 11, 2025. Ayes: 5, Nays: 0. Motion carried.

MINUTES: Brenda made a motion, seconded by Jenna, to approve the minutes for the regular meeting held on February 11, 2025 and special budget meetings held on February 12, 2025, and February 20, 2025. Ayes: 5, Nays: 0. Motion carried.

BUDGET AMENDMENTS: Motion was made by Jenna, seconded by Brenda, to approve budget amendments presented by the Clerk. Roll Call Vote: Craig – yes, Sue – yes, Brenda – yes, Jenna – yes, and Kathy – yes. Motion carried.

APPROVAL OF BILLS: A motion was made by Jenna, seconded by Kathy, to approve payment of the bills as presented by the Clerk. Roll Call Vote: Jenna – yes, Sue – yes, Brenda – yes, Craig – yes, and Kathy – yes. Motion carried.

CORRESPONDENCE: Supervisor shared letters received from Highline, FEMA, and a complaint regarding the condition of NN Road from Kurth's.

PRESENTATIONS – Dotty LaJoye of C.U.P.P.A.D.: Dotty explained the timeline for adopting the Master Plan.

REPORTS

ASSESSOR/ZONING ADMINISTRATOR REPORTS: There was no Assessor/Zoning Report due to Board of Review.

FIRE DEPARTMENT: Fire Chief, Keith Farley, was present. A motion was made by Kathy to have Brenda Lester and Kathy Young meet with two members of the Fairbanks Township Board and the Fire Chief to determine funding from Fairbanks Township for the Garden Township Fire Department, supported by Sue. Ayes: 5, Nays: 0. Motion carried.

TRANSFER STATION: Motion was made by Jenna, seconded by Sue, to have Bill remove the fence at the back of the property. Ayes: 5, Nays: 0. Motion carried. The roll up doors at the Transfer Station need repairs.

CLERK/CEMETERY REPORT: Brenda gave her report. A motion was made by Jenna, seconded by Sue, to accept the clerk's financial report for February. Roll Call Vote: Kathy – yes, Jenna – yes, Craig – yes, Sue – yes, and Brenda – yes. Motion carried.

TREASURER: Jenna gave her report. The Treasurer and Clerk accounts balance for February, 2025. A motion was made by Jenna, seconded by Sue, to accept the treasurer's report for February. Roll Call Vote: Kathy – yes, Jenna – yes, Craig – yes, Sue – yes, and Brenda – yes. Motion carried.

TOWNSHIP HALL: Sue gave her report. Vicky Janes resigned as hall janitor so the township needs to fill the position.

PARKS AND RECREATION: Jenna gave her report.

PLANNING COMMISSION: Jenna gave her report. Their next meeting is March 13, 2025 at 7:00 p.m.

SUPERVISOR COMMENTS: Kathy gave her report. Kathy is working on setting up Citizen Planner training for the new Planning Commission members with Michigan State University.

OLD BUSINESS

- **Land Division Appeal:** Motion was made by Brenda, seconded by Jenna, to table the land division appeal until the April 8th, 2025 meeting.
- **First Bank Accounts:** Tabled
- **Road Repairs: Unpaved Dirt Road:** Delta County Road Commission shared a report showing road conditions in Garden Township.

NEW BUSINESS

- **Thermostat for Office:** Motion was made by Brenda, seconded by Jenna, to approve the replacement of thermostat in the township office by Damon Plumbing & Heating at an estimated cost of \$200.00 which includes installation. Roll Call Vote: Craig – yes, Brenda – yes, Kathy – yes, Jenna – yes, and Sue – yes. Motion carried.
- **Employee Handbook Policy:** A draft version was shared with the board.
- **Poverty Exemptions:** Resolution was read by the Clerk to reaffirm the new federal guidelines for poverty exemptions. A motion was made by Jenna, seconded by Sue, to adopt the resolution to reaffirm the new federal guidelines for poverty exemptions. Roll Call Vote: Sue – yes, Craig – yes, Jenna – yes, Brenda – yes, and Kathy – yes. Resolution was declared adopted.
- **Job Opening – Hall Custodian:** Hall custodian has resigned. A motion was made by Jenna, supported by Sue, to place an advertisement in The Advisor and the Township website for the township hall custodian vacancy.

PUBLIC COMMENT: Public comment was received.

A motion was made by Jenna, seconded by Craig to adjourn. Ayes: 5, Nays: 0. Motion carried and meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Brenda Lee Lester
Garden Township Clerk