

MOFFATT TOWNSHIP

Thomas Spencer, Supervisor
Kevin Kaczmarek, Treasurer
Dennis Wirley, Trustee

Allison Chmielewski, Clerk
Patrick Jedrzejczyk, Trustee

Monday November 17, 2025
Regular Meeting Minutes

Spencer called the meeting to order at 6:31 P.M. Meeting opened with the pledge of allegiance.

Roll Call: Spencer, present; Jedrzejczyk, present; Chmielewski, present; Wirley, present; Kaczmarek, absent (excused). A quorum was present.

Public Comment: Jenkins showed the board copies of his checks which had not cleared the bank due to the positive pay fiasco. He indicated he may have bounced check fees due to the situation. He was advised to bring such charges, if there are any, to the board in December for review.

There is a guard rail at the creek that is now totally down and needs replacement. Spencer will follow up with the road commission.

A citizen reported the ambulance bay door was open and no ambulance was in the bay. The board recognized the problem and thought it had been solved. Spencer will follow up.

Agenda: The agenda was reviewed. There were no additions to the agenda. Wirley motioned and Jedrzejczyk supported to approve the agenda as submitted. All ayes. Passed.

Minutes: The minutes of the November meeting were reviewed. There were no additions or corrections noted. Jedrzejczyk motioned and Wirley supported. All ayes. Passed.

Supervisor's Report: Spencer reported that all road work for 2025 has now been completed including brining and brushing. The total cost to the township this year was \$72,522.50 which was completely funded by our road millage. Spencer thanked the citizenry for approving said millage.

Consumer's Energy now requires a recorded easement for all power hookups. They wish to use the pole that serviced the old hall to establish an electrical hookup for the trailer recently sold that is adjacent to the old hall. Jedrzejczyk motioned and Wirley supported to allow Spencer to sign said agreement. All ayes. Passed.

Treasurer's Report: Spencer read Kaczmarek's report in his absence. The report was amended slightly to reflect activity that occurred during Kaczmarek's absence. Payroll for Oct 21-Nov 2025 totaled \$9,495.09. Accounts receivable for the same period was \$86,655.09 for a total of \$96,150.68. General savings account has \$114,409.53 while checking has \$103,647.14. The Michigan Class fund has \$174,639.06 in township funds and \$204,384.12 in fire funds for a total of \$379,023.18. Chmielewski motioned and Wirley supported approving the treasurer's report as amended. All ayes. Passed.

Bills paid and Due: The board reviewed the bills paid and due from October 21, 2025, through November 17, 2025. Spencer motioned and Jedrzejczyk supported paying the bills as presented. All ayes. Passed.

Old Business: Spencer presented the board with a very concise detailed statement of the taxes, penalties and interest incurred with the IRS and the State of Michigan showing a total loss to the township of \$21,365.59 plus an additional \$6,170.00 in fines and penalties to Michigan Unemployment Agency for failure to file from 3rd quarter 2021 through the 1st quarter 2023. Spencer pointed out that 25% of payroll is attributable to the Fire Department and requested they pay 25% of the amount due. Chmielewski motioned and Wirley supported. All ayes. Passed.

New Business:

A. Chmielewski had presented the board with a template for a fraud policy. After consultation with our attorneys, it was determined that an ethics policy would better suit our needs and goals. The attorneys drafted such a policy and it was presented to the board for review. Chmielewski offered a resolution: That the Ethics Policy be adopted as presented to be incorporated into the policies of Moffatt Township and distributed to all employees who will be required to sign a document confirming they have read and understand the policy. Wirley supported the resolution. Roll call vote. Spencer, aye; Jedrzejczyk, aye; Chmielewski, aye; Wirley, aye.

All ayes. Passed.

B. Par Plan approved our grant request for \$2,500 (of the \$5,000 requested). Spencer motioned and Jedrzejczyk supported accepting the grant to be used for additional cameras in and around the building.

C. The Par Plan renewal was discussed. There was some question about them lowering the coverage on the pumper from \$500,000, to \$350,000. There may be some additional steps taken to amend the coverage. Chmielewski motioned and Spencer supported to approve the renewal premium at \$25,311.00 of which \$19,641.10 is for Fire Department Coverage and \$5,669.00 is for the township. All ayes. Passed

D. Blight Ordinance was discussed during P&Z report.

E. The potential revenue sharing from the State was discussed. We will experience a roughly 2% decrease in our state revenue sharing for 2026.

F. MMR had mistakenly been paying the bills for the new township hall water softener and supplies for several months. Spencer motioned and Wirley supported to reimburse MMR \$986.00 from the Fire Fund. All ayes. Passed.

G. Budget adjustments were reviewed for the 3rd quarter 2025. It was noted that we will have a budget deficit of approximately \$9000.00 for 2025. Chmielewski motioned and Spencer supported to approve the budget amendments as presented. Copies will be available from the clerk's office by appointment. All ayes. Passed.

Planning Commission/Zoning report: Review of the Blight Ordinance is under review. Correspondence from the attorneys indicated it would cost approximately \$500.00 to finish the review. Chmielewski motioned and Jedrzejczyk supported to approve a \$500.00 expense to complete the project. All ayes. Passed.

Hoffman gave his usual complete report a copy of which is available in the clerk's office by appointment.

Hoffman also requested he be provided with a roll of stamps since he has exhausted his supply from 4 years ago. The clerk will order stamps when Kaczmarek returns.

Fire Department: S. Kernstock reported 3 runs this month. A garage fire and a fire on Wilderness that was caught early by Forest Lake security thus avoiding any major damage. Spencer reported that a 2% grant from Saganing was received in the amount of \$23,240 for new air packs. The packs have been ordered.

Parks and Recreation: S. Kernstock requested permission to hold the annual Children's Christmas Party at the hall in December 2025 also to hold a tree lighting ceremony at the little park on December 6, 2025, and to do Food Basket distributions on December 24, 2025. Wirley motioned and Jedrzejczyk supported to approve the events upon submission of the appropriate insurance coverage. All ayes. Passed.

Public Comment: A Forest Lake resident inquired as to whether old furniture displayed outside a person's home could/would be considered blight. Hoffman indicated it would. The inquiring individual will be presented with the updated copy of the blight ordinance when it is received.

There being no further public comment Spencer made, and all supported to adjourn the meeting at 7:37 PM.

Respectfully submitted,

Allison Chmielewski, Clerk