

MOFFATT TOWNSHIP

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

Allison Chmielewski, Clerk
Patrick Jedrzejczyk, Trustee

Monday, October 20, 2025
Regular Meeting Minutes

Spencer called the meeting to order at 6:32 P.M. Meeting opened with the pledge of allegiance.

Public Comment: There was no public comment.

Roll Call: Chmielewski, present; Jedrzejczyk, present; Spencer, present; Kaczmarek, present; Wirley, present.

Agenda: The agenda was reviewed. Wirley motioned and Jedrzejczyk supported approving the agenda as presented. All ayes. Passed.

Minutes: The minutes were reviewed. Wirley motioned and Kaczmarek supported approving the minutes as presented. All ayes. Passed.

Supervisors Report: Spencer reported on the brushing underway on several roads which continues. He further reported that the unemployment report for the 3rd qtr. had been timely filed. The Home Depot account has been secured and a card will arrive shortly.

Treasurer's Report: Total expenses for 9-23-25—10-20-25 were \$36,194.55. The savings account is at \$141,270.31 as of 9-30-25 with the checking balance at \$26,924.35. The township Michigan class fund as of 9-30-25 has \$174,016.59 while the fire account has \$203,655.61. Spencer motioned and Wirley supported to approve the treasurer's report as presented. All ayes. Passed.

Clerk's Report: The clerk reported that Trevathan has decided to retire from her service. Chmielewski enlisted M. Chard to replace her and requested K. Collins be enlisted to train her on BSA. Spencer motioned and Wirley supported to approve up to \$240.00 for training. All ayes. Passed.

Bills paid and due: The bills were reviewed by the board. Spencer questioned the collections from IRS from Quarter 3 2024 with \$1048.18 in penalties from lack of filing by previous Clerk and the current shut-off notice from Consumers Energy for the Fire Department electricity for nonpayment. Chmielewski claimed she did not get a bill. Spencer suggested a checklist for recurring monthly bills, every month there are 7 consumers bills, Verizon, Frontier etc. Chmielewski to create. Jedrzejczyk motioned and Wirley supported approving the bills as presented. All ayes. Passed.

Old Business: The handicap accessibility to the park bathrooms were discussed. It was decided we would put the project out for bids in the Spring, 2026.

New Business: One bid for snow plowing was received from Preferred Concrete. Chmielewski motioned and Wirley supported approving the contract with Preferred Concrete for 2025-2026 snow plowing. All ayes. Passed. A Draft Policy for Principles of Township Governance Excellence was reviewed. Chmielewski motioned and Kaczmarek supported to approve the principles subject to attorney review. All ayes. Passed.

K. Spencer advised that there are several trees and bushes in the cemetery that need to be removed. Among them are two small spruce trees on the site belonging to Beyer. These could be removed and replanted intact by the family. Chmielewski will send a letter to them giving them until spring to remove them or we will remove them. Jenkins indicated a willingness to remove the trees and bushes under the supervision of K. Spencer. Jedrzejczyk motioned and Kaczmarek supported to approve up to \$500.00 in cemetery work. All ayes. Passed.
Acquiring a generator for the new part of the building was discussed. It was decided we would wait and request 2% money from the tribe in the spring.

Planning and zoning: Hoffman gave his usual complete report. Copies are available from the clerk's office by appointment.

Assessors Report: The assessor provided a report on her current activities and indicated she has accumulated 60 hours in earned sick time credit.

Fire Department Report: Spencer broached the subject of training compliance in the Fire dept. as there are still two members who have not yet been certified. It was determined that a special meeting will be called that will then go into closed session for in depth discussion followed by a return to open session for any agreed upon decisions to be made. No date was set.

S.Kernstock provided Chmielewski with a list of hours for FD personnel, however it was incomplete. Kernstock will complete it and provide it to Chmielewski at or before the next meeting.

Parks and Recreation: S. Kernstock presented Spencer with a folder purporting to contain all expenses and income for P&R. Spencer discussed what he was looking for in terms of a general ledger. Kernstock agreed to attempt to provide it.

The renewal of the 501c3 was discussed at length. Kernstock claims it is in the works and will be in place before the Christmas food basket distribution.

Kernstock requested permission to hold the Trunk or Treat event at the small park. Kaczmarek motioned and Wirley supported to allow the event provided the P&R obtain insurance for the event. All ayes. Passed.

Public Comment: Spencer will be ordering the warming oven. Chmielewski invited everyone to help themselves to a piece of Wirley's birthday cake.

Chmielewski motioned and everyone supported to adjourn the meeting at 7:48PM.

Respectfully submitted,

Allison Chmielewski, Clerk