

Sylvan Township  
February 3<sup>rd</sup>, 2025

The board meeting for Sylvan Township was called to order by Supervisor Angie Moore at 6:01 p.m. on February 3<sup>rd</sup>, 2025, at the Sylvan Township Hall.

Members: Angela Moore, Supervisor      Sheila Robinson, Trustee  
Terry Pritchard, Clerk                      Jeff Reagan, Trustee  
Angela Reagan, Treasurer

Guests: Merry Cook, David & Lisa Newsome, Tim Michell, Ted Wojcik, and Mike Gabrion

Minutes for the January 6<sup>th</sup>, 2025, regular board meeting were read by Terry Pritchard. Angie Reagan made a motion to accept the minutes as read, seconded by Sheila Robinson. Motion carried.

**In old business:**

- ✓ An architect from DK Design will be at our March 3<sup>rd</sup>, 2025 meeting to discuss potential renovations/building projects.
- ✓ The board reviewed designs for the hall sign and chose a design. Sheila will forward our choice to the sign maker.
- ✓ The fire department “community connect” flier is on display on the township website. Residents can enter vital information for first responders through the app.

**In new business:**

- ✓ Board of review training is coming up. Christa is required to take a class, while Angie, Merry, and Carla will take an advanced class.
- ✓ March Board of Review is March 10<sup>th</sup> from 9am until 3pm and March 11<sup>th</sup> from 3pm until 9pm. The organizational meeting is March 4<sup>th</sup> at 6pm.
- ✓ Due to the contract with the county for early voting, the auditors have suggested creating a new budget category for miscellaneous election expenses. Angie Reagan made a motion to create an elections miscellaneous expense account and fund it with unused dollars from other areas of the budget, seconded by Jeff Reagan. Motion carried.
- ✓ Angie Reagan made a motion to move the money spent on the 7 Mile Rd bridge project (\$107,100) from the ARPA funds to revenue, Sheila Robinson seconded the motion. Motion carried.
- ✓ Angie Reagan made a motion to increase the Roads budget to include the money spent on the 7 Mile Road bridge project (\$107,100), Jeff Reagan seconded the motion. Motion carried.
- ✓ Terry Pritchard presented the board with several budget amendments including:
  - 101 Township Board/Trustees-801 Audit, 917 Work Com Ins, and 955 Misc Expense—Since the entire category is under budget, Terry will rearrange the category to accommodate the areas that are over budget.
  - 191 Elections-727 Operating Supplies and 900 Public Notices—Since the entire category is under budget, Terry will rearrange the category to accommodate the areas that are over budget.
  - 215 Clerk-728 Mileage and 730-Postage— Since the entire category is under budget, Terry will rearrange the category to accommodate the areas that are over budget.
  - 253 Treasurer-727 Office Supplies—Since the entire category is under budget, Terry will rearrange the category to accommodate the areas that are over budget.
  - 265 Township Hall-702 Salary/Wages, 740 Operating Supplies, and 920 Electricity—Since the entire category is under budget, Terry will rearrange the category to accommodate the areas that are over budget.
  - 336 Fire Department-702 Salary/Wages—\$50 will be moved from the 523 Sanitation budget.

**Public Comments:**

- ✓ Tim Michell reported that the Crawford Park issue came back up for discussion and after the survey county administrators believe the property belongs to the original family that donated it. Mr. Ladd said it could go to tax sale and may end up as township property.
- ✓ Livestreaming the county board of commissioners meeting was voted on and defeated 5-2 due to a lack of information and concerns about the speed of the internet and FOIA. Mr. Ladd will get more information. The MOTA board of directors took action to purchase three good used busses. It can take up to two years to purchase a new bus and they're trying to build up the fleet.

**In Fire Department News:**

- ✓ Shane reported that paid staff is at 96%.
- ✓ Document scanning is wrapping up and two truckloads have been hauled to the recycling center.
- ✓ The board voted to create a new account in Michigan Class Investments for new millage dollars.
- ✓ Angie Cushman received an award for a call.
- ✓ The training calendar has been completed.
- ✓ They are very satisfied with the reports the new software can generate. Ted Wojcik will forward a PDF of the report to be put onto the township website.
- ✓ A new wildfire mutual aid agreement was signed with the DNR.
- ✓ A Special Ops Division policy was created for things such as diving/water rescue—anything outside of fire.
- ✓ The annual budget meeting is March 18<sup>th</sup>. The regular meeting is at 5pm with the budget meeting to follow at 7pm.

Terry Pritchard made a motion to receive the treasurer's report, Jeff Reagan seconded. Motion carried. A motion to pay bills was made by Jeff Reagan, seconded by Sheila Robinson. Motion carried. All bills were reviewed with checks #3923-3939 in the amount of \$4,715.37 paid.

A motion to adjourn was made by Jeff Reagan, seconded by Angie Reagan carried. The meeting was adjourned at 7:04 p.m.

Respectfully Submitted,

Terry L. Pritchard  
Sylvan Township Clerk