

Sylvan Township
March 2nd, 2026

The regular board meeting for Sylvan Township was called to order by Supervisor Angie Moore at 6:00 p.m. on March 2nd, 2026 at the Sylvan Township Hall.

Members Present: Angela Moore, Supervisor
Terry Pritchard, Clerk

Angela Reagan, Treasurer
Jeff Reagan, Trustee

Members Absent: Sheila Robinson, Trustee

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

The minutes from the February 2nd, 2026 regular board meeting were read by Terry Pritchard. Jeff Reagan made a motion to approve the minutes as read, Terry Pritchard seconded. Motion carried.

Old Business

Hall Renovation Update:

The architects have provided the final drawings for review in addition to a project manual and are requesting some timelines to begin the bidding process. Since there are two elections this year, the board plans to begin most of the renovations in the spring of 2027. Terry will be in contact with DK design concerning the next steps in the process.

Early Voting:

Terry Pritchard informed the board that Hersey township will also be part of the early voting group that holds early voting at the Evert site.

March 2026 Board of Review:

March Board of Review dates are:

- March 3rd—Organizational Meeting
- March 9th—Board of Review from 9 am until 3 pm
- March 10th—Board of Review from 3 pm until 9 pm
- March 13th—Closing Meeting
- Poverty applications and guidelines have been put on the website.

2026 Meeting with the Osceola County Road Commission:

- The annual meeting with the OCRC for Sylvan Township is March 18th at 6 pm at the road commission garage-4737 Makwa Drive, Hersey. Terry will have the meeting posted in the display case at the hall and on the township website.

New Business

Budget Amendments:

Terry Pritchard presented the board with two budget amendments.

- The Setup and Maintenance on Voting Machines was over budget by \$619.
- Snowplowing at the hall was over budget by \$75.
- Both areas can be accommodated by moving money within their respective budget categories.
- Angie Reagan made a motion to approve both budget amendments.
- Jeff Reagan seconded.
- **Motion carried.**

2026-2027 Preliminary Budget:

Terry Pritchard presented the board with copies of a preliminary budget.

- The board had a brief discussion about retaining our current assessor. He has indicated that he may be retiring and his contract expires June 30, 2026. Angie Moore will contact Chris Elder about the potential of retaining his services in case the need arises.

- The board also discussed hall renovations and decided to budget money for the possibility of replacing the well and septic this year.
 - The annual budget meeting is Monday, March 23rd, 2026 at 6 pm.
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Public Comment

County Commissioner Tim Michell indicated the commission is discussing working with Enterprise fleet management in an effort to find the best deal for managing county vehicles. He also said a meeting will be set up in the near future to discuss park management and parks policy.

Fire Department Report

Fire Board Representative Ted Wojcik provided the monthly report:

- **Staffing:** Paid staff coverage is currently at 97%.
 - **Audit:** The audit was sent to the state of Michigan and a letter came back indicating there was a category that was overspent. The auditors could not find the overspent category so a letter was sent back to the state seeking clarification.
 - **EMT Training:** Four firefighters took the EMT class. Three passed and one failed. The one who failed is preparing to retake the test.
 - **Annual Budget Meeting:** The annual budget meeting is March 17th at 7 pm. The purchase of the home next to the department and the millage renewal will also be discussed.
 - **Handheld Radios:** The radio purchase is on hold due to receiving a bad quote.
 - **Drone Purchase:** Training for the drone operation is \$125 per person and the drone cost is \$25000 per year to rent or \$30000 per year to buy if insurance is purchased.
 - **Active Assailant Training:** The board approved \$2200 to send five people to active assailant training.
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Treasurer's Report and Bills

- Motion by Terry Pritchard to accept the Treasurer's Report.
 - Supported by Jeff Reagan.
 - **Motion carried.**
 - Motion by Jeff Reagan to approve payment of bills.
 - Supported by Terry Pritchard.
 - **Motion carried.**
 - **Checks #4157–4178** totaling **\$20,037.58** were reviewed and approved for payment.
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Adjournment

Motion to adjourn by Jeff Reagan, supported by Angie Reagan.

Motion carried.

The meeting was adjourned at **7:30 p.m.**

Respectfully Submitted,

Terry L. Pritchard
Sylvan Township Clerk