

**Lake Township**  
**February 24, 2025**  
**Board of Trustees**  
**Held at Lake Township Hall**  
**4988 W. Kinde Road, Caseville, MI 48725**

**Board of Trustees Meeting Called to Order 6:30 P.M.**

**Present** – Valerie McCallum, Lisa Clinton, Nicole Collins, Kenny Kapa, Dale Hartsell

**Agenda** – A motion was offered by Hartsell, supported by Collins, to approve the agenda with the addition of **Administrative Assistant** under **New Business**. All in favor, motion carried.

**January 20, 2025 Board of Trustee Regular Meeting Minutes** — A motion was offered by Hartsell, supported by Collins, to approve the minutes as presented. All in favor, motion carried.

**Reports** –

**Supervisor** – None.

**Treasurer** – As submitted.

**Clerk** – ADT services increased from \$32.25 to \$34.83 beginning 03/03/2025.

**Trustees** – None.

**Correspondence** – reviewed.

**Petitions/Public Comments** – One (1) person commented.

**Old Business:**

**2024-2025 Budget Review/Amendments** – The following amendments were presented to the Board:

Move \$225 from Line 101-171-860-000, Supervisor - Mileage/Housing to Line 101-101-860-000, Trustee - Mileage/Housing

Move \$245 from Line 101-171-960-000, Supervisor - Education to Line 101-101-960-000, Trustee - Education

Move \$350 from Line 101-257-801-000, Assessor - Contracted Services to Line 101-257-727-000, Assessor – Supplies

Move \$600 from Line 101-262-702-000, Elections - Salaries/Wages to Line 101-262-930-000, Elections – Machine Maintenance

Add \$1000 to Line 101-850-716-000, Employee Benefits – Pension Contribution from General Fund

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Add \$125 to Line 101-210-715-000, Office – Social Security/Medicare Expenses from General Fund

Add \$300 to Line 101-210-808-000, Office – Insurance/Bonds from General Fund

Add \$800 to Line 101-210-807-000, Office – Service/Maintenance Contracts from General Fund

A Motion was offered by Hartsell, supported by Collins, to approve the budget amendments. All in favor, motion carried.

**Resolution 2025-1 Consumers Franchise Ordinance** – Offered by Hartsell, supported by Collins. Adopted by unanimous roll call vote.

**Firewood Sale Ordinance Review** – covered under the Zoning Ordinance; no action taken.

**New Business** –

**Extra Office/Administrative Assistant** – Clerk advised that the Administrative Assistant is doing well and asked that the probationary period be limited to the 30 days she has worked. A motion was offered by Collins, supported by Hartsell, to limit the probationary period to 30 days. All in favor, motion carried.

**2025-26 Budget draft** – Page 7, based on last year’s audit, the Auditor suggested to move from \$300,000 to \$500,000 from the General Fund to the Capital Improvement Fund for the purpose of a new hall. Board discussed moving \$300,000 this year which will be done by a resolution.

Supervisor advised the inflation rate for the tax increase was used for salary increases with the exception of the Clerk and Treasurer who were increased to \$24,000 due to their workload.

Clerk requested assistance from the former Deputy Clerk for training on election process. Motion by Hartsell, supported by Collins, to approve the wages for the training of the Clerk for election purposes to be paid out the Deputy Clerk salary. All in favor, motion carried.

Transfer Station – the dumpster rate increased for the roll-off. For 2024, \$27,159 was collected in fees and the wages were \$25,473 not including Social Security and Medicare that the Township pays or anything else for the Transfer Station. The Board should think about increasing the per bag rate at the Transfer Station.

**Payment of Bills** – A motion was offered by Collins, supported by Hartsell, to pay monthly bills as presented. All in favor, motion carried.

**Public Comments** – One (1) person commented.

**Adjournment** – A motion was offered by Hartsell, supported by Collins, to adjourn. All in favor, motion carried.

Meeting was adjourned at 7:17 P.M.

Respectfully submitted

Lisa Clinton