

Homestead Township Regular Board Meeting Minutes

11508 Honor Highway, Honor, MI 49640 - 231-325-6772 - www.homesteadtwp.org

2025 Draft Minutes of Regular Meeting of the Homestead Township Board

September 10, 2025

Call to Order: Supervisor Tia Cooley @ 6:00 pm

Pledge: Recited

Roll Call: Present: Supervisor Tia Cooley, Treasurer Bev Holbrook, Trustee Mike Mead, Trustee Shannon Purchase and Clerk Kit Wilson

Approval of Meeting Agenda: Motion by Wilson, Support by Cooley to accept agenda as presented. All Ayes, No Nays, Motion carried.

Approval of Consent Agenda: Motion by Purchase, support by Holbrook to accept the consent agenda as presented.

Public Comment: None

Reports:

Assessing: Written report submitted by Gunnar Brow noting changes to his contact phone number and mailing address. He commented regarding County studies and inspections. Report on file.

Zoning: Written report submitted by Marvin Radtke discussing permits, land divisions, junk violations, ordinance updates and variances. Report on file.

Parks: Mike Mead corrected that there was not a public hearing scheduled by HARP, rather it is a public forum. See New Business for additional information.

Shannon Purchase reported on activities and condition of the baseball fields, graffiti at that ballfield, not offensive or vulgar. The Coho Festival was very successful and appears to have made a profit, final calculations are not known yet. Birds are healthy and back in their nest. The Board voted to order 6 more trash cans. Motion by Cooley, support by Holbrook, Roll Call: Cooley, yes; Holbrook, yes; Mead, yes; Purchase, yes; Wilson, yes. All Ayes, No Nays, Motion Carried.

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Planning Commission: Mike Mead reported that the Commission had adopted the Master Plan at their August meeting and Kit Wilson reported that 19 copies of the adopted policy were mailed to local entities on September 10, 2025.

County Commission: Tim Markey filed a written report with verbal clarification in regards to Community Mental Health and the Michigan Department of Health and Human Services. He spoke to the resignation of the County Equalization Director and the process for finding a replacement. He further stated that Benzie County has approved their 2025-2026 budget. Report on file.

Fire Dept: Tim Markey filed a written report and spoke as to the number of calls in the month of August and that there would be testing of the fire hoses at the Fire Hall on October 24. Report on file.

Clerk: Kit Wilson filed a written report and discussed salary concerns for the offices of clerk and treasurer. She reported as to the capacity of the meeting room and the number of chairs available. She sought and received permission to hire an election coordinator for the November 4th election. Motion by Purchase, support by Mead to hire Anna Grobe as the election coordinator. Roll Call: Purchase, yes; Mead, yes; Cooley, yes; Holbrook, yes; Wilson, yes, All Ayes, No Nays, Motion Carried. Report on file.

Treasurer: Bev Holbrook filed a written report and clarified that summer tax collection is almost over and has gone smoothly. She also commented on a conference she is attending in Frankenmuth and the cost of cemetery lots in comparison to other local jurisdictions. Report on file.

Motion made by Cooley and supported by Purchase to accept the reports as presented. All Ayes, No Nays, Motion Carried.

Finance:

Payables: Motion by Holbrook support by Cooley to authorize payment of bills in the amount of \$5454.88. Roll Call: Holbrook, yes; Cooley, yes; Mead, yes; Purchase, yes; Wilson, yes. All Ayes, No Nays, Motion Carried.

Budget Amendments: Cooley moved and Wilson supported to increase the election budget by \$1500 based on the confirmation of the November election and the hiring of the election coordinator. Roll Call: Cooley, yes; Wilson, yes; Mead, yes; Purchase, yes, Holbrook, yes. All Ayes, No Nays, Motion Carried.

New Business:

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HARP Public Hearing: As corrected earlier, this is a public forum, not a hearing to be held on September 25, 2025 at the Gathering Place so the public can have input in regards to area parks and improvements.

Benzie County Equalization: This matter was tabled after some discussion (Imagery/Lidar)

Website Changes: Monthly fee rather than annual fee discussed. Tabled to review actual cost.

Old Business:

Earned Sick Time Act Policy: Motion by Holbrook support by Cooley to adopt policy as presented. All Ayes, No Nays. Motion carried. Policy on file.

Park Committee: Motion by Wilson, supported by Cooley to adopt Bylaws Establishing Park Committee. All Ayes, No Nays. Motion carried. Bylaws on file. To be placed for two weeks to recruit committee members.

Weldon Rd. Paving: table. Waiting for further information from Benzie Co. Rd. Commission.

Hall Painting: Motion by Cooley, supported by Purchase to hire Mike Volpe to paint hall interior. Cost approved up to \$2000.00 for labor. Materials separate. Roll call: Cooley, yes; Purchase, yes; Mead, yes; Holbrook, yes; Wilson, yes. All Ayes, No Nays. Motion carried.

Power Washing: Motion by Cooley, supported by Purchase to contract with Northern Edge Commercial & Residential Services to power wash & repair siding up to \$750. Roll call: Cooley, yes; Purchase, yes; Mead, yes; Holbrook, yes; Wilson, yes. All Ayes, No Nays. Motion carried.

Public Comment: None

Adjournment: 7:54pm