Minutes of Regular Meeting of the Homestead Township Board

November 11, 2026

Call to Order: Supervisor Cooley called the meeting to order at 6:01PM

Pledge: Recited

Roll Call: Supervisor: Tia Cooley-present, Treasurer: Bev Holbrook-present,
Clerk: Cathy Brown-present, Trustee: Mike Mead-present, Trustee: Shannon Purchase-absent.

Approval of Meeting Agenda: Motion made to approve the agenda with additions.

Moved by: Cooley Supported by: Holbrook

All Ayes, No Nays, Motion Carried.

Approval of Consent Agenda: Motion made to adopt consent agenda.

Moved by: Cooley Supported by: Holbrook

All Ayes, No Nays, Motion Carried

Public Comment: (Individuals – 3 mins Groups – 15 mins)

None.

Presentation: None.

Reports:

Assessing (Gunnar Brow)**:** Written. All deeds, Property Transfer Affidavits and Principal residence Exemptions are up to date. The updated database has been sent to County Equalization in preparation for the Winter Tax Bills. All building permit inspections are schedule to be completed by November 30, 2026.

Zoning (Marv Radtke)**:** None.

Parks (Mike Mead)**:** Pumping of the bathrooms is scheduled, Mead will confirm that it is completed. Cooley is looking at signage as discussed at the October Board Meeting. Benzie Conservation District is looking at acquiring additional land. We are happy to announce that we received the Rotary Grant that was submitted for Homestead Park.

Planning Commission (Mike Mead)**:** The meeting was cancelled.

County Commissioner (Tim Markey): Written report. The County operating millage failed to pass. There is a process that by statue the county has to follow. The county is planning

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on holding a session for the townships to go over everything. It is my understanding that the townships will have an operating millage, probably close to what it has been.

Fire Dept (Tim Markey)**:** Written report. Central Dispatch Director Donna Stevens presented Ellie Magnan, an Emergency Communications Specialist, with the lifesaving award for her professionalism and calm demeanor while helping provide instruction and guidance during a 911 call regarding a medical emergency in the Sleeping Bear Lakeshore Campground on October 3, 2026. The caller reported that someone was choking which turned into a CPR call. Scott Decker, Chief Ranger at the Sleeping Bear National Lakeshore, wanted to recognize Ellie Magnan along with Mr. and Mrs. Krug for remaining calm and professional during the emergency. Ellie Magnan is a wonderful dispatcher. Mr. Krug is recognized for his efforts that day. He was calm while Ellie was providing instructions which saved his wife's life.

1. 2026 YTD as of 11/09/26 Incidents: 295
2. Month of October 2026: 23
    a. 13 – Homestead Twp
    b. 7 – Village of Honor
    c. 3 – Platte Twp
    d. 0 – Out of District

Clerk (Cathy Brown)**:** Written report. Our Early Voting period and Election Day Voting went well. We had 179 Homestead Township voters cast their ballots during Early Voting. We had 1,083 ballots cast, which included our Absentee Ballots, on Election Day. Homestead Township has 2,261 registered voters. Therefore, about 56% of our Homestead Township voters participated in the November 3, 2026 General Election.

Treasurer (Bev Holbrook)**:** Written report. The Treasurer's Report does not have the new interest accrued from September. Unable to get the report today as the banks are closed. We are still healthy, and next month we will have millage coming in. The General Fund bank requisitions are all balanced. We are gearing up for Winter Tax collection.

Motion made by: Cooley Supported by: Brown

to accept reports as presented/submitted.

All Ayes, No Nays, Motion carried

Finance:

Payables: Motion made to accept the payables as written with addition of Work Comp payment.

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Moved by: Cooley Supported by: Holbrook

Roll Call: Supervisor Cooley-AYE; Treasurer Holbrook-AYE; Trustee Mead-AYE; Trustee Purchase, ABSENT; Clerk Brown-AYE. No NAYS. Motion Carried

Budget Amendments:

None.

New Business:

Ecoseeds Grant Application: This grant from the Grand Traverse Band of Ottawa and Chippewa Indians in the amount of $5995.00 would be used for cleanup, extending hiking trail, and restoration of native plants at Platte River Park. A motion was made to apply for this grant.

Moved by: Cooley Supported by Mead

Resolution 2026-11-11-001 was adopted for the submission for this grant.

Roll call vote was held with the following results:

Roll Call: Supervisor Cooley-AYE; Treasurer Holbrook-AYE; Trustee Mead-AYE; Trustee Purchase, ABSENT; Clerk Brown-AYE. No NAYS. Motion Carried

FOIA Policy: Discussion was held to the effect that we were without a policy to charge individuals making a FOIA request. It was recommended that the FOIA Coordinator by paid $23.50/hour. Forms will be posted on our website. A motion to accept the FOIA Policy as of November 11, 2026 was made.

Motion made by: Holbrook Supported by: Cooley

All Ayes, No Nays, Motion carried

Scenic Drive Repair: Quote from Cooley indicated that the total cost would be $71,138.16. Homestead Township's share of that figure would be $35, 569.08. There will be a meeting with Benzie County Road Commission in December. A motion was made that based on the quote we approve this repair.

Moved by: Holbrook Supported by: Mead

Roll Call: Supervisor Cooley-AYE; Treasurer Holbrook-AYE; Trustee Mead-AYE; Trustee Purchase, ABSENT; Clerk Brown-AYE. No NAYS. Motion Carried

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Maintenance Position: Our previous maintenance person is happy to come back to work for us, but as an employee rather than an independent contractor. Purchase will reach out to him to see if he is agreeable to accepting a wage of $25.00/hour for this position.

Plowing: Upon review of our plow contractor's proposal, a one-year extension was approved to include plowing Platte River Park. The bid for Platte River Park is: $45 per time to provide services of: Snow removal of parking area, when snow accumulates six (6) inches or more. Covering seven (7) days of the week.

Moved by: Holbrook Supported by: Cooley

Roll Call: Supervisor Cooley-AYE; Treasurer Holbrook-AYE; Trustee Mead-AYE; Trustee Purchase, ABSENT; Clerk Brown-AYE. No NAYS. Motion Carried

The Clerk will notify the plow contractor that we accept his proposal and he is awarded a one-year extension.

Memorial Tree: We were contacted by the Road Commission regarding a tree they need to remove on the grounds of the former Platter River Elementary School. It is thought that the tree was planted as a memorial for a female student who attended the school and passed away. The Clerk and Treasurer have used numerous methods of outreach to confirm the information and to contact the family. Since the tree needs to be moved very soon, if no contact can be made with the family of the student, a motion was made to move the tree to Homestead Park.

Moved by: Cooley Supported by: Holbrook

All Ayes, No Nays, Motion carried.

Township Cleanup: Discussion was held about a Spring Cleanup. The tentative date for the cleanup is May 22, 2027. Postcards would be sent to residents, allowing them one load to be brought to the appointed site. A motion was made to go forward with this plan. Cooley will begin reaching out to haulers.

Moved by: Holbrook Supported by: Cooley

All Ayes, No Nays, Motion carried.

Old Business:

On Call Policy: The discussion was tabled until the next meeting.

Insurance Add-On's: The discussion was tabled until the next meeting.

AED Quotes: The discussion was tabled until the next meeting.

Public Comment: None.

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Adjournment: The meeting was adjourned by Supervisor Cooley at 7:14PM

I hereby certify that the minutes contained herein are the DRAFT minutes of the November 11, 2026 Regular Homestead Township Board Meeting.

Respectfully submitted,

Cathy Brown

Homestead Township Clerk

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