

Liberty Township Regular Meeting Minutes
July 15, 2025
Liberty Township Hall
7478 N 41 Rd, PO Box 334
Manton MI 49663

- I. **Call to Order:** The meeting was called to order at 6:30PM by Supervisor Swanson.
- II. **Roll Call:** Present: Supervisor Brad Swanson, Clerk Amanda Kimbel-Sparks, Treasurer Tanja McCane-Clark, Trustee Jim Heady, Trustee Brian Neihardt. Absent: None
- III. **Agenda** Motion to approve agenda made by Heady, seconded by McCane-Clark. All in favor.
- IV. **Minutes of last meeting** Motion to approve minutes from June 17, 2025 made by McCane-Clark, seconded by Neihardt. All in favor.
- V. **Minutes of Public Hearing June 26, 2025** Motion to approve the Public Hearing minutes of June 26, 2025 made by Neihardt, seconded by McCane-Clark. All in favor.
- VI. **Petitions/Communications**
 - a) Email read aloud from Cynthia Deibert requesting her name be removed from the bank accounts.
 - b) Message read aloud from Mary Hallett on behalf of Ladies Liberty Aid requesting the contract stay intact and listed the free services they provide to the community.
- VII. **Guest Speaker** None
- VIII. **Public Comment (3-minute limit)** Members of the public spoke.
- IX. **Accounts payable**
 - a) Accounts Payable
 - i) Motion to approve the expense report including Thin Blue Line Farms invoice made by McCane-Clark, seconded by Heady. Roll call: McCane-Clark, yes; Neihardt, yes; Heady, yes; Kimbel-Sparks, yes; Swanson, yes. All in favor
- X. **Reports**
 - i) **Supervisor Report**
 - (1) Update about the Board of Review meeting on July 22, 2024, 1p-4p at Colfax Township. Linda Stewart will be our representative and Mr. Mix will be the Supervisor on duty.
 - ii) **Treasurers Report** Verbal
 - (1) Motion to approve the Administrative Request Change to BS & A Software adding Tanja McCane-Clark as an authorized user made by Kimbel-Sparks, seconded by Swanson. All in favor
 - iii) **Clerk's, FOIA Coordinator, Sexton, Hall Manager report** Verbal and written
 - (1) Motion to approve Kimbel-Sparks applying for the scholarship available for the Township Governance Academy made by Kimbel-Sparks, seconded by Heady. All in favor.
 - (2) Motion to set the standard rate of administrative fees for foundations at \$0.05 per square inch made by Kimbel-Sparks, seconded by McCane-Clark. All in favor.
 - (3) Motion to send Clerk Kimbel-Sparks to three training opportunities: TGA in Bellaire for approximately \$531.60, Bureau of Elections in Lansing for approximately \$420, and Professional Development in Frankenmuth for approximately \$715.20 made by Kimbel-Sparks, seconded by McCane-Clark. Roll call: Heady, yes; Neihardt, yes; McCane-Clark, yes; Kimbel-Sparks, yes; Swanson, yes. All in favor.
- XI. **Budget vs Actual Report** Discussion and review
- XII. **Unfinished Business**
 - a) **WJPC – Public Hearing**
 - i) Motion to allow Supervisor Swanson and Clerk Kimbel-Sparks to meet and sit down with Dave Porteous of McCurdy, Wotila and Porteous to discuss WJPC removal made by Neihardt, seconded by McCane-Clark. Roll call: McCane-Clark, yes; Neihardt, yes; Heady, yes; Kimbel-Sparks, yes; Swanson, yes. All in favor.

- b) **Hall Use** Tabled
- c) **Paving the Parking lot** Verbal update.

XIII. **New Business**

- a) **Trespass of the hall, destruction of the flag, tampering with the voter box**
 - i) Swanson acknowledged conflict of interest.
 - (1) Motion to allow Wexford County to pursue charges against the juvenile trespasser made by Kimbel-Sparks, seconded by McCane-Clark. Roll call: Heady, yes; Neihardt, yes; McCane-Clark, yes; Kimbel-Sparks, yes; Swanson Abstained. Motion carried.
- b) **660 Audit Report** Swanson gave update. Kimbel-Sparks and Swanson are working with Assessor Joel Bremer to complete it.
- c) **Hall use** Supervisor Swanson presented Liberty Ladies Aid Contract from 2013.
 - i) Motion for Hall use to be uniform regardless of person or group renting effective immediately. No storage allowed other than day of event made by McCane-Clark, seconded by Kimbel-Sparks. Roll call: Neihardt, no; Heady, no; Kimbel-Sparks, yes; McCane-Clark, yes; Swanson, no. Motion failed.
 - ii) Motion to remove all outside items from the hall and only allow township owned items to be stored at the township property made Kimbel-Sparks, seconded by McCane-Clark. Roll call: McCane-Clark, yes; Kimbel-Sparks, yes; Heady, yes; Neihardt, no; Swanson; no. Motion carried. Clerk to send a 30-day notice to the Liberty Ladies Aid.
 - iii) Motion to void the 2013 contract between Liberty Ladies Aid and Liberty Township based on the fact that it is not based on exchanging like for like services made by Kimbel-Sparks, seconded by McCane-Clark. Roll call: Kimbel-Sparks, yes; McCane-Clark, yes; Heady, yes; Neihardt, no; Swanson, no. Motion carried. Contract voided. Clerk to prepare letter to notify Liberty Ladies Aid that effective August 1, 2025 they will be required to pay the standard fee and go through the Hall Manager to rent the hall and return all keys.

XIV. **Public Comment** (3-minute limit) Members spoke.

XV. **Adjourn** Motion made by Heady, seconded by Neihardt to adjourn at 8:50pm. All in favor.

Minutes prepared by *Amanda Kimbel-Sparks, Clerk*