

Liberty Township Regular Meeting Minutes
January 20, 2026
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:**
 - a) Present: Supervisor Brad Swanson, Trustee Brian Neihardt, Clerk Amanda Kimbel-Sparks, Trustee Jim Heady
 - b) Absent: Treasurer Tanja McCane-Clark
 - c) Guest: Cynthia Wotila of McCurdy, Wotila and Porteous, Liberty Township Attorney
- III. **Public Comment:** Several members spoke. Mary Hallett presented each board member with a copy of a letter.
- IV. **Approve Agenda** Motion by Neihardt to approve the agenda adding Tanja McCane-Clark's resignation to action items seconded by Heady. All in favor.
- V. **Guest Speaker** Tiffany March and Ginette Haines, Wexford County Treasurer's office
- VI. **Action Items**
 - a) **Accept Tanja McCane-Clark's resignation** Motion by Kimbel-Sparks to accept Tanja McCane-Clark's resignation as treasurer effective January 20, 2025, seconded by Heady. All in favor.
 - i) Motion by Swanson to invoke the supervisor's emergency powers and authorize Bradley Swanson as a signer on the Tax Account at Forest Area Federal Credit Union in Manton on a temporary basis subject to review by the township attorney and auditor, seconded by Heady. Roll Call: Heady, yes; Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes. All in favor.
 - a) **Enter Closed session pursuant to MCL 15.268(1)(h)- to consider material exempt from disclosure** Motion by Neihardt to go into close session, seconded by Heady. Roll Call: Heady, yes; Neihardt, yes; Kimbel-Sparks, yes; Swanson, yes. All in favor.
Back in Open session. State Police joined the meeting at board's request.
 - b) **Attention to FOIA Appeal: Liberty Ladies Aid** Mary Hallett and Carol Gorman presented a verbal appeal, written appeal emailed to the board over Christmas. Supervisor asked for more clarification. Supervisor Swanson read the township denial. Hallett and Gorman asked for clarification. Liberty Ladies Aid requested attorney communications.
 - i) Motion by Kimbel-Sparks to uphold the denial of Liberty Ladies Aid/Mary Hallett FOIA appeal based on statutory basis in the denial, seconded by Newhart. Roll Call: Kimbel-Sparks, yes; Neihardt, yes; Heady, yes; Swanson, yes. Denial upheld. All in favor.
 - ii) Motion by Swanson to authorize a letter to send to the ladies, seconded by Heady. All in favor.
 - c) **Discuss and decide on private property stored at the township hall**
 - i) Motion by Kimbel-Sparks that only Liberty Township property to be stored at the hall, seconded by Neihardt. All in favor.
 - d) **WJPC - Update** Verbal. Still waiting on an Agenda from WJPC for January 26th meeting.

- e) **Approve Item 11 Alcohol in Rental agreement**
- f) Motion by Swanson to add Item #11 Alcohol and add 70 persons indoors to item #13 Building Capacity, seconded by Heady. All in favor.
- g) **Board of Review- Discuss recruitment/training of new BOR workers**
 - i) Motion by Kimbel-Sparks to approve training for 2 new members and the supervisor for Board of Review, seconded by Swanson. Roll Call: Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes; Heady, yes. All in favor.
- h) **Approve training opportunities: MTA Conference and Retreats.**
 - i) Motion by Swanson to approve board members and their deputies to attend the MTA Expo at the Grand Travers Resort April 20-23, 2026, seconded by Heady. Roll Call: Neihardt, yes; Heady, yes; Swanson, yes; Kimbel-Sparks, yes. All in favor.

VII Approve Minutes of December 16, 2025, Regular Board Meeting

- i) Motion by Swanson to approve Minutes of December 16, 2026, Regular Board Meeting, seconded by Neihardt. All in favor.

VIII. Approve Minutes of January 13, 2026, Public Hearing

- i) Motion by Heady to approve Minutes of January 13, 2026, Public Hearing, seconded by Neihardt. All in favor.

IX. Budget vs Actual Report

- j) **Approve Budget Adjustments** Motion by Kimbel-Sparks to approve the budget adjustments, seconded by Heady. All in favor.

X. Consent Agenda (All can be approved with one motion)

a) Accounts payable

b) Officer's Reports

(i) Supervisor's Report Same as last month

(ii) Treasurer's Report None

(iii) Clerk, Sexton, Hall Manager, FOIA Coordinator Report Emailed

- ii) Motion by Heady to approve the consent agenda second by Neihardt. All in favor.

Motion by Kimbel-Sparks to post advertisement in the paper for Treasurer, Board of Review and Election workers for a week, seconded by Swanson. Roll Call: Neihardt, yes; Kimbel-Sparks, yes; Swanson, yes; Heady, yes. All in favor.

XI. Public Comment (3-minute limit) Members spoke.

Motion by Swanson to supplement the December 16, 2025, minutes to add the decisions taken on Action Items and correct other omissions seconded by Kimbel-Sparks. All in favor.

Motion BY SWANSON to appoint Jennifer Moffit as new Liberty Township Treasurer, seconded by Kimbel-Sparks. All in favor.

- XII. **Adjourn** Motion to adjourn made by Heady, seconded by Neihardt at 9:45 pm. All in favor.