

Liberty Township Regular Meeting Minutes
February 17, 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, Treasurer Jennifer Moffit Absent: None
- III. **Public Comment:** None
- IV. **Approve Agenda** Motion by Neihardt to approve the agenda adding approve Jennifer Moffit as an authorized user to section VI. b., Par Plan Grant, Playground Grant to action items VI. i. and j. respectively and add VIII. Approve Closed session minutes of January 20, 2026, seconded by Heady. All in favor.
- V. **Guest Speaker** None
- VI. **Action Items**
 - a) **Approve Treasurer and Deputy Treasure addition to bank accounts**
 - i) Motion to authorize Clerk Amanda Kimbel-Sparks and Deputy Clerk Sara Swanson, and Treasurer Jennifer Moffit and Deputy Treasurer Amy Howell as signatories and authorized users on the General Fund Checking bank account at Forest Area Federal Credit Union and remove Tanja McCane-Clark and Sharon Godell. Roll Call: Heady, yes; Kimbel-Sparks, yes; Neihardt, yes; Swanson, yes; Moffit, yes. Motion carried.
 - ii) Motion to add Treasurer Jennifer Moffit and Deputy Treasurer Amy Howell to the Tax Account at Forest Area Federal Credit Union and remove Tanja McCane-Clark and Sharon Godell made by Kimbel-Sparks, seconded by Heady. Roll Call: Swanson, yes; Neihardt, yes; Heady, yes; Kimbel-Sparks, yes; Moffit, yes. Motion carried.
 - b) **Approve/Deny credit card processing on the website from BS&A AND MAKE JENNIFER MOFFIT AN AUTHORIZED USER**
 - i) Motion by Kimbel-Sparks to add Credit Card payment option from BS&A to Liberty Township's website for tax payment processing, seconded by Moffit. Roll Call: Moffit, yes; Neihardt, yes; Kimbel-Sparks, yes; Swanson, yes; Heady, yes. Motion carried.
 - ii) Motion by Kimbel-Sparks, to add Jennifer Moffit to Liberty Township's BS&A account as an Enterprise Administrator, seconded by Swanson. Roll Call: Neihardt, yes; Kimbel-Sparks, yes; Heady, yes; Moffit, yes; Swanson, yes. Motion carried.
 - c) **Set Budget Hearing**
 - i) Motion by Swanson to set the Annual Budget Hearing for March 17, 2026, and to make the appropriate publications, seconded by Neihardt. Roll Call: Moffit, yes; Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes; Heady, yes. Motion carried.
 - d) **Approve/Deny Liberty Township signing up with MERS**
 - i) Motion by Kimbel-Sparks to approve all township employees signing up with MERS with zero contributions from the township, seconded by Swanson. Roll Call: Moffit, yes; Kimbel-Sparks, yes; Heady, yes; Swanson, yes; Neihardt, yes. Motion carried.

- e) **Approve/Deny MiClass resolution**
 - i) Motion by Kimbel-Sparks to approve the resolution allowing investment of township funds using MiClass, seconded by Moffit. Roll Call: Kimbel-Sparks, yes; Neihardt, yes; Heady, yes; Swanson, yes; Moffit yes. Motion carried.
- f) **Approve/Deny MTA Principles of Governance**
 - i) Motion by Swanson to adopt the MTA Principles of Governance, seconded by Heady. Roll call: Heady, yes; Neihardt, yes; Kimbel-Sparks, yes; Moffit, yes; Swanson, yes. Motion carried.
- g) **Approve/Deny/Research Great Lakes Energy franchise request**
 - i) Motion by Swanson to send the Great Lakes Energy franchise request to the attorney for advice and table until we receive further guidance, seconded by Kimbel-Sparks. Roll Call: Heady, yes; Swanson, yes; Moffit, yes; Kimbel-Sparks, yes; Neihardt, yes. Motion carried.
- h) **Approve/Deny Clerk's Institute Training**
 - i) Motion by Heady to approve clerk attending second year of Clerk's Institute, seconded by Neihardt. Roll Call: Heady, yes; Swanson, yes; Neihardt, yes; Kimbel-Sparks, yes; Moffit, yes. Motion carried,
- i) **PARPLAN GRANT**
 - i) Motion by Kimbel-Sparks to approve applying for the Par Plan safety grant, seconded by Neihardt. Roll Call: Heady, yes; Moffit, yes; Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes. Motion carried.
- j) **PLAYGROUND GRANT**
 - i) Motion by Kimbel-Sparks to pursue a playground grant, seconded by Heady. Roll Call: Moffit, yes; Heady, yes; Kimbel-Sparks, yes; Swanson, yes; Neihardt, yes. Motion carried.
- VII. **Approve Minutes of January 20, 2026, Regular Board Meeting**
 - a) Motion by Kimbel-Sparks to approve the Minutes of January 20, 2026, Regular Board Meeting, seconded by Neihardt. All in favor. Motion carried.
- VIII. **Approve Minutes of January 13, 2026, Public Hearing**
 - a) Motion by Heady to approve Minutes of January 13, 2026, Public Hearing, seconded by Kimbel-Sparks. All in favor. Motion carried.
- IX. **APPROVE MINTUES OF JANUARY 20, 2026, CLOSED SESSION MINUTES**
 - a) Motion by Swanson to approve minutes of January 20, 2026, Closed Session minutes, seconded by Heady. All in favor. Motion carried.
- X. **Budget vs Actual Report** Reviewed report. Amendments next month.
- XI. **Consent Agenda (All can be approved with one motion)**
 - a) **Accounts payable** PULL OUT WEXFORD JOINT PLANNING PAYMENT FOR INDIVIDUAL APPROVAL
 - b) **Officer's Reports**
 - i) **Supervisor's Report** PULL OUT FOR VERBAL REPORT
 - ii) **Treasurer's Report**
 - iii) **Clerk, Sexton, Hall Manager, FOIA Coordinator Report**

(1) Motion by Neihardt to approve Consent Agenda except Check 6784 to Wexford Joint Planning Commission for \$7400, seconded by Heady. Roll Call: Heady, yes; Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes; Moffit, yes. Motion carried.

(2) Motion by Neihardt to approve the \$7400 payment to remove Liberty Township from the Wexford Joint Planning Commission, seconded by Heady. Roll Call: Moffit, yes; Heady, yes; Swanson, yes; Kimbel-Sparks, yes; Neihardt, yes. Motion carried.

XII. **Public Comment (3-minute limit)** Several members spoke.

XIII. **Adjourn**

X. **Adjourn** Motion to adjourn made by Heady, seconded by Moffit at 8:10 pm. All in favor.

Minutes prepared by Amanda Kimbel-Sparks, Clerk

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