

Liberty Township Meeting Minutes

**May 19, 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, Treasurer Jennifer Moffit, Clerk Amanda Kimbel-Sparks, Trustee Jim Heady, Trustee Brian Neihardt
 - b) Absent: None
 - III. **Public Comment:** Noone spoke. Motion by Neihardt to close public comment, seconded by Heady. All in favor.
 - IV. **Approve Agenda** Motion by Swanson to approve the agenda, adding items from Liberty Ladies aid
 - a) In-kind services for rentals
 - b) Reduce rates for any and all groups
 - c) MCL 4.571 Senior Citizens
 - d) Reduce rates during the week as opposed to weekend rates
 - e) No charge for rent
 - f) Disposition of cups mentioned in Saturday paper to Action Items b2And add Shepler's invoice and Treasures' expenses before consent agenda seconded by Moffit. All in favor.
 - V. **Guest Speaker** None
 - VI. **Action Items**
 - a) **Come up with Questions for the attorney**
 - i) Zoning for Liberty Township Motion by Swanson to invite neighboring township board members to speak at next meeting about their experiences with zoning before seeking further Attorney advice, seconded by Moffit. All in favor.
 - ii) Great Lakes Energy franchise agreement - Motion by Kimbel-Sparks to postpone to next meeting for more research utilizing local contacts such as Joe Porterfield, Carl Hansen, on right-of-way agreements, seconded by Neihardt. All in favor.
 - b) **Discuss basement repairs**
 - i) **Approve Chimney repair-** Motion by Moffit to hire Positive Chimney to repair and clean chimney for estimate of \$333.60, seconded by Kimbel-Sparks. Roll call: Swanson, yes; Heady, yes; Neihardt, yes; Moffit, yes; Kimbel-Sparks, yes. All in favor.
 - ii) **Approve furnace repair** Motion by Swanson to repair furnace and add Air Conditioning unit to the hall by Total Comfort quote, seconded by Heady. Roll Call Swanson, yes; Heady, yes; Neihardt, yes; Moffit, yes; Kimbel-Sparks, yes. All in favor.
- B2) Ladies aid public comment requests**
- a) **In-kind services for rentals**
 - b) **Reduce rates for any and all groups**

- c) **MCL 4.571 Senior Citizens**
- d) **Reduce rates during the week as opposed to weekend rates**
- e) **No charge for rent**
- f) **Disposition of cups mentioned in Saturday paper**

After discussion:

Motion by Swanson to look at a reduced rate structure for those renting more than 20 times in a fiscal year, April 1-March 30, to include a one-time deposit of \$100, must be a rental occurring on Monday, Tuesday, Wednesday, or Thursdays, the rate will be reduced to \$25 per rental and the first 20 rentals must be paid for upfront a minimum of \$500 plus the security deposit to continue to receive the reduced rate for the full fiscal year, seconded by Heady. Roll Call: Swanson, yes; Heady, yes; Neihardt, yes; Moffit, yes; Kimbel-Sparks, yes. All in favor.

Motion by Swanson to ask Liberty Ladies Aid to present a itemized expense document for the items they believe were disposed of without their permission, seconded by Heady. Roll Call Swanson, yes; Heady, yes; Neihardt, yes; Moffit, yes; Kimbel-Sparks, yes. All in favor.

c) **Approve 30-day notice of property removal**

- i) Motion by Moffit to approve letter of notice of property removal, seconded by Neihardt. Roll call: Swanson, yes; Heady, yes; Neihardt, yes; Moffit, yes; Kimbel-Sparks, yes. All in favor.

d) **Approve ADA compliance procedures with Allpro Technologies**

- i) Discussion about upcoming costs associated with making the website ADA complaint.

e) **Acknowledge Seventh-Day Adventist Student literature evangelists**

- i) Motion by Neihardt to announce the group's presence in our township this summer on our Facebook page, seconded by Moffit. All in favor.

f) **Memorial Day ceremonies May 25, 2026, at 11am reminder**

VII. **Approve Minutes of April 28, 2026, Special Board Meeting**

- a) Motion by Moffit, seconded by Neihardt, to approve April 28, 2026, Special Board Meeting minutes. All in favor.

VIII. **Budget vs Actual Report** Clerk gave update on meeting with Auditor

- a) **Shepler's invoice** Motion by Swanson to pay Shepler's invoice of \$187 for service call, seconded by Heady. All in favor
- b) **Treasurer expense**

IX. **Consent Agenda (All can be approved with one motion)** Supervisor and Clerk gave verbal reports.

a) **Accounts payable**

- i) **Supervisor, Clerk and Treasurer Expenses**

b) **Officer's Reports**

- i) **Supervisor's Report**

- ii) **Treasurer's Report**

- iii) **Clerk, Sexton, Hall Manager, FOIA Coordinator Report**

- (1) Motion by Kimbel-Sparks to add Treasurer Jenifer Moffit and Deputy Treasurer Amy Howell to the Mercantile Bank Accounts and remove former Treasurer Tanja McCane-Clark and former Deputy Treasurer Sharon Lutke-Godell,

seconded by Heady. Roll Call: Swanson, yes; Heady, yes; Neihardt, yes; Moffit, yes; Kimbel-Sparks, yes. All in favor.

(2) Motion by Moffit to approve consent agenda, seconded by Swanson. All in favor.

- X. **Public Comment (3-minute limit)** One member asked about the cost for cookies on Memorial Day. One member pointed out the Liberty Ladies Aid claimed that all their items had no value a few months ago when we were discussing the need for liability insurance for the items they wanted to store at the hall so why should Liberty Township now be liable for broken cups if everything was donated or had no value.
 - a) Motion by Moffit, seconded by Heady to close public comment. All in favor.
- XI. **Adjourn** Motion to adjourn made by Moffit, seconded by Heady at 8:50 pm. All in favor.

Minutes prepared by Amanda Kimbel-Sparks, Clerk

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