

Liberty Township Special Meeting Minutes
June 29, 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, Trustee Jim Heady, Trustee Brian Neihardt, Clerk Amanda Kimbel-Sparks
 - b) Absent: None
- III. **Public Comment:** Members of the public spoke.
- IV. **Approve Agenda**
 - a) Motion by Neihardt to approve agenda, adding approval of Cemetery power reinstall estimate from Northern Winn, seconded by Moffit. All in favor.
- V. **Guest Speaker:** Adam Hill, Halls Holdship
- VI. **Action Items**
 - i) **Clarify fee structure for the Cemetery**
 - (1) Motion by Swanson to separate the administrative fees on the cemetery fee structure, seconded by Kimbel-Sparks. Roll Call Moffit, yes; Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes; Heady, yes. All in favor.
 - (2) Motion by Swanson to keep cemetery closed for health and safety until power repair is made. The walking gate to remain open with signage "enter at your own risk". Seconded by Neihardt. All in favor.
 - ii) **Closed Session (requested by employee)**
 - (1) Motion to enter closed session at employee's request made by Neihardt, seconded by Heady. Roll Call Moffit, yes; Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes; Heady, yes. All in favor.
 - (2) Motion to come out of closed session made by Kimbel-Sparks, seconded by Heady. Roll Call Moffit, yes; Neihardt, yes; Swanson, yes; Kimbel-Sparks, yes; Heady, yes. All in favor.
 - iii) **Hall Manager/Assistant Hall Manager Job Description & Sexton/Assistant Sexton Job Description**
 - (1) Motion by Swanson to re-evaluate the job description duties and salary of Hall Manager and Sexton, seconded by Moffit. All in favor.
 - iv) **Future Planning and Zoning Questions** Discussion only
- VII. **Public Comment (3-minute limit)** Members of the public spoke.
 - a) Motion to close public comment made by Neihardt, seconded by Swanson. All in favor.
- VIII. **Adjourn** Motion to adjourn made by Heady, seconded by Moffit at 9:49 pm. All in favor.

Minutes prepared by Amanda Kimbel-Sparks, Clerk