Liberty Township Meeting Minutes
September 15, 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, Clerk Amanda Kimbel-Sparks
   b) Absent:Trustee Brian Neihardt
III. Public Comment: Members of the public spoke.
IV. Approve Agenda
   a) Motion by Moffit to approve agenda with additions of adding Correspondence and Training Opportunities under action items and adding John Roth, Michigan House of Representatives, Cindy Wotila, township attorney as guest speakers separately, seconded by Heady. All in favor.
V. Guest Speaker
   a) John Roth, Michigan House of Representatives: Came to introduce himself and listen to any concerns, open lines of communication.
   b) Cindy Wotila, township attorney: Zoning options and Blight Ordinance explanation
VI. Action Items a) Approve Property Tax Assessment L4029
      i) Motion by Kimbel-Sparks, to approve the Property Tax Assessment rate at the 0.7649 rate, seconded by Swanson. Roll Call: Moffit, yes; Heady, yes; Swanson, yes; Kimbel-Sparks, yes. All in favor.
   b) Approve Cemetery Ordinance Edits/Publish in paper
      i) Motion by Swanson, to approve the Cemetery Ordinance edits and publish in the paper according to requirement by law, seconded by Moffit. All in favor
   c) Sexton Flag raising/lowering policy discussion Present new draft policy next month.
   d) Approve edited Sexton Job Description Present board with job descriptions.
      i) Motion by Moffit to table until next meeting, seconded by Heady. All in favor.
   e) Approve Policy on Hall Rental Fees
      i) Motion by Moffit to table until next meeting, seconded by Heady. All in favor.
   f) Approve precinct kit for Election training
      i) Motion by Kimbel-Sparks to provide election training at the hall and pay 5 election inspectors up to two hours of additional training to include purchasing a precinct kit for a total of $200, seconded by Heady. Roll Call: Swanson, yes; Heady, yes; Moffit, yes; Kimbel-Sparks, yes. All in favor.
      ii) CORRESPONDENCE Assorted notices discussed. Passed our property tax assessment audit.
   g) TRAINING OPPORTUNITY

i) Motion by Swanson to approve any board member to attend the MTA regional training in Thompsonville to include mileage and meal reimbursement, seconded by

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

VII. Consent Agenda (All can be approved with one motion) a) Approve Minutes of August 18, 2026, Regular Board Meeting b) Budget vs Actual Report

c) Accounts payable

i) Motion by Moffit to approve the consent agenda, seconded by Swanson. Roll Call: Moffit, yes; Heady, yes; Swanson, yes, Kimbel-Sparks, yes. All in favor.

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