

Three Oaks Township Board of Trustees

Regular Meeting Minutes December 8, 2025

The regular meeting was called to order at 7:00 pm by Supervisor Smith.

Pledge to the Flag.

Roll call, Present: Miles, Swanstrom, Mitchell, Osburn, Smith
Absent: None

Public Comment: None

Motion by Mitchell, supported by Swanstrom, to approve the Agenda as presented.
Motion Carried. 5-0

Motion by Swanstrom, supported by Mitchell, to approve the consent agenda as presented.
Motion carried. 5-0

Motion by Miles, supported by Swanstrom, to approve the November 10, 2025 meeting minutes. Motion carried 5-0.

Roll call to pay the bills for December in the amount of \$35,939.29. Motion by Swanstrom supported by Mitchell. Roll Call. Ayes: Osburn, Mitchell, Swanstrom, Miles, Smith
Nays: None Motion carried.

COMMITTEE REPORTS:

1. Inspectors: Report submitted
2. Cemetery: Report submitted.
3. Fire: Report submitted.
4. Ambulance: Report submitted
5. Parks & Recreation (Village & Township Joint Committee): Nothing to report
6. Planning: Nothing to report.
7. Police: Report submitted.

CORRESPONDENCE: None

OLD BUSINESS:

1. Spring Creek School House: Nothing new
2. Mobile Clinic Update: The clinic will be available the 1st and 3rd Wednesday of each month.

3. Economic Development Update: Service agreement has been signed. To date there have been at least 28 applicants for the new position.
4. The approved 2026 Holiday Schedule was discussed.
5. Motion by Mitchell, supported by Miles, to approve the 2026 Road Project. Roll Call. Ayes: Mitchell, Swanstrom, Osburn, Miles, Smith Nays: None Motion carried.

NEW BUSINESS:

1. Motion by Miles, supported by Swanstrom, to reappoint Karen Seifert to the Planing Commission for a 3 year term beginning January 1, 2026 to December 31, 2028 and to also appoint Joe Moore as an alternate to the Planning Commission for a 3 year term beginning January 1, 2026 to December 31, 2028. Motion carried 5-0.
2. Motion by Miles, supported by Swanstrom, to appoint Hal Rockwell to carry out the remainder of Roy Brown's 3 year term on the Zoning Board of Appeals beginning January 1, 2026 to December 31, 2027 and to appoint George Mangold to be an alternrate to the Zoning Board of Appeals beginning January 1, 2026 to December 31, 2028. Motion carried 5-0.
3. Motion by Smith, supported by Miles, to appoint John Swanstrom to carry out the remainder of Joan Brown's 5 year term on the Three Oaks Parks and Recreation Board beginning January 1, 2026 to December 31, 2027. Motion carried 5-0
4. Miles presented the board with two different proposals for website design due to the need of becoming ADA compliant. She also asked for board input on the web design in the future.
5. Miles presented to the board information on a Michigan Historical Marker for the Springcreek School House.
6. Motion by Smith, supported by Mitchell, to appoint Miles to the CGA Advisory Board. Motion carried 5-0.
7. Motion by Swanstrom, supported by Mitchell, to accept the Snowbusters Snowmobile Club contract allowing the trail on Parcel #11-20-0015-0010-00-7, the North end of the Forest Lawn Cemetery along Stickles Road, for a \$75.00 a year fee. Motion carried 5-0.
8. Motion by Mitchell , supported by Smith , for Miles to purchase the supplies needed to print and mail voter ID cards to all Three Oaks registered voters. Roll Call. Ayes: Swanstrom, Osburn, Mitchell, Miles, Smith Nays: None Motion carried.
9. The Three Oaks Township Hall will be closed on Thursday December 25 and Friday, December 26, 2025 in observance of Christmas and January 1, 2026 in observance of New Year's Day.
10. Motion by Smith , supported by Mitchell, to replace three toilets in bathrooms. Roll Call. Ayes: Swanstrom, Mitchell, Osburn, Smith Nays: Miles Motion carried.

Final Public Comment: Resident inquired about the Township Ordinance for snowmobiles

Meeting adjourned by Supervisor Smith at 7:42pm.

Next meeting will be held Monday, January 12, 2026 at 7:00pm at the Three Oaks Township Hall.

Minutes Submitted by:

Marcie Miles
Three Oaks Township Clerk