

Three Oaks Township Board of Trustees

Regular Meeting Minutes July 14, 2025

Regular meeting called to order at 7:00pm by Supervisor Smith.

Pledge to the Flag

Roll call, Present: Miles, Swanstrom, Osburn, Mitchell, Smith
Public comment: None

Approval of Agenda/Additions: Motion by Swanstrom supported by Mitchell. Motion carried. 5-0

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

Motion by Swanstrom and supported by Miles to approve the June 9th meeting minutes and the June 24th Special Meeting Minutes Motion carried 5-0.

Roll call to pay the bills for June in the amount of \$26,277.33. Motion by Miles supported by Mitchell.
Roll call. Ayes: Osburn, Mitchell, Swanstrom, Miles and Smith. Nays: None

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

CORRESPONDENCE:

1. Save with Michigan 529 Plan

OLD BUSINESS

1. Spring Creek School House: Three rentals and two more coming up. Swanstrom motioned to use up to \$500 from the restoration account to purchase 20 chairs and 2 tables for the school house. Osburn supported. Roll Call. Ayes: Miles, Swanstrom, Mitchell, Osburn and Smith Nays: None
2. Economic Development Collaboration: The village did not pass the resolution to pay for the development and would like the township to pay both parts. It will be discussed again at the next meeting.
3. Miles reported that there will be no change in the credit card company currently used due to fees charged by other banks.

4. Robin Snyder gave us an update on the Master Plan. At their next scheduled meeting the planning commission will have a virtual meeting with a representative from Williams and Works to discuss the different processes and options.

NEW BUSINESS:

1. Proposal for 4 new office computers and an election laptop of \$4,180. Motion by Miles supported by Swanstrom to approve with the stipulation that Windows 11 is included. Roll call. Ayes: Mitchell, Osburn, Smith, Miles and Swanstrom. Nays: None
2. Discussed getting an audit assistant to help with bookkeeping. Will discuss again at next meeting when there is an amount that will be spent.
3. Supervisor Smith will be attending the Cemetery Conference August 20th – 22nd.
4. Open house at the Three Oaks Fire Station will be held July 22nd from 5pm to 7pm

FINAL PUBLIC COMMENT: Robin Snyder commented that Microsoft Office would be a great to have loaded on the new computers.

Meeting adjourned at 7:46pm

Next meeting will be held August 11, 2025 at 7:00pm at Three Oaks Township Hall.

Minutes submitted by

Marcie Miles

Three Oaks Township Clerk