

# Three Oaks Township Board of Trustees

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## Regular Meeting Minutes May 12, 2025

Regular meeting called to order at 7:00pm.

Roll call, Present: Swanstrom, Mitchell, Osburn, Smith, Miles

Public comment: None

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

Motion by Swanstrom and supported by Mitchell to approve the April 14<sup>th</sup> meeting minutes. Motion carried 5-0.

Osburn made several recommendations regarding several bank accounts. Motion by Smith and supported by Mitchell for the treasurer to follow through with those recommendations. Roll Call. Ayes: Miles, Swanstrom, Mitchell, Osburn, Smith. Nays: None

Roll call to pay the bills for May in the amount of \$22,178.06. Motion by Swanstrom supported by Miles. Roll call. Ayes: Osburn, Mitchell, Swanstrom, Miles, Smith. Nays: None

Committee Reports: Thank you to George Mangold and Tom Jelinek for their work at the Cemetery. Parks and Rec will be looking at a joint venture next month. The fire department is looking at different building options for a fire department building and fire truck. Also looking at different options for funding of the fire station and fire truck.

### OLD BUSINESS

1. Spring Creek School update- seal needs to be done this summer for the ADA parking.
2. Forest Lawn Annual Spring Clean-up is going well.

### NEW BUSINESS

1. Resolution for Township Investment and Depository Designation was presented. Motion by Swanstrom and supported by Osburn to approve. Motion carried 5-0. Supervisor declares it adopted.
2. The clerk and deputy clerk will be submitting their application for Public Notary and getting sworn in on Friday, May 16<sup>th</sup>. Smith motioned to have the Notary Service Policy approved and effective today May 12<sup>th</sup> Mitchell supported. Motion carried 5-0.
3. A draft of the Resolution for Collaborative Economic Opportunities was presented and discussed. The board tabled the resolution pending more information.

4. Office will be closed Monday, May 26<sup>th</sup> for Memorial day
5. The Region of Three Oaks Museum requests the use of the grass lawn area east of the fire station on August 8-10. Motion by Smith supported by Mitchell. Motion carried 5-0.
6. Motion by Smith to look into switching credit card companies and increase the credit limit to \$5,000 on the credit cards. Supported by Miles. Roll call. Ayes: Swanstrom, Osburn, Miles, Mitchell, Smith Nays: None
7. Clerk Miles let it be known that pursuant to the IRS the township assessor will be added to the payroll as an employee starting June 1<sup>st</sup> 2025.
8. Smith requested to get and estimate on having weeds sprayed.

Final Public Comment:

The fire chief mentioned some unsightly properties that need to be looked at pursuant to ordinance violations.

Meeting adjourned at 7:51pm

Next meeting June 9, 2025 at 7:00pm

Minutes submitted by

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Marcie Miles

Three Oaks Township Clerk