

# Minutes of the Brookfield Township Board

Minutes for April 6th, 2026

The meeting of the Brookfield Township board was called to order by Supervisor Spotts at 7:03 pm. Present were: Spotts, Larson, Miller, Orr and Williams. Also present was: Dawn Sherman, Terry Smyth, Frank Holmes, Jeannie Anthony, Doug Sherman, Ken Coats, Justin Southern, Mark McManus, Jonah Wilson, Dan Lalone, Hamlin Fire Chief - Francis D'Huyvetter and Hamlin Assistant Chief Arthur Reist.

There were no changes to the agenda presented.

With the large attendance, Spotts announced the meeting conduct policy and limited public comment times on the agenda.

Minutes from the February 3rd, 2026 general meeting, and the special meetings on March 9th and March 24th were presented for approval. Spotts asked for any additions or corrections, seeing none, Larson moved, supported by Williams, the minutes be approved as presented. 5/0 MC

**Treasurer's Report** – Larson presented the financials for February and March.

General Fund balance: \$75,641.61

Invoices submitted for Trustee approval: #5365 - 5396

General fund expenses: \$190,453

General fund income: \$64,428.74

Tax account balance: \$42,406.58

Spotts asked for any questions regarding the report, seeing none, Miller moved, supported by Williams the financials were approved as presented.

**Narrow Lake Sewer System Report** -- Miller presented the financials for February and March

NLSS checking balance: \$32,028.06

Invoices submitted for Trustee approval: #2666 - 2678 and 1 ACH payment.

NLSS income: \$196,880.63 (includes pass through of \$13,000 and \$166,340.63 from Special Assessment savings)

NLSS expenses: \$209,830.11 (includes pay outs of \$13,000 and \$166,340.63)

Special Assessment Savings balance: \$798.40 - The Narrow Lake Sewer Bond has been paid off.

NLSS Regular Savings: \$23,766.87

Spotts asked for any questions regarding the report, seeing none, Spotts moved, supported by Larson, the NLSS financials were approved as presented.

Limited public comment - none

In old/other business, Orr, who is the Brookfield Twp representative for organization of the new Eaton Area Joint Planning Commission updated the board on progress. We received the proposed budgets and the resolution to approve and officially join. Moved by Orr, supported by Williams that Brookfield Township approve the resolution to join the Eaton Area Joint Planning Commission. By roll call vote, 5 yes, 0 no. Motion Carried. The resolution is 26-01. The Board appointed Orr as our Joint Planning Commission member on a one year term. Orr accepted and it was moved by Spotts, supported by Larson. 5/0 MC

In new business, Spotts opened the discussion on the Hamlin Township Fire coverage and the annual fees they have proposed. Miller stated that our actual fire run cost for the Hamlin coverage area of Wilcox Rd east to Royston Rd and Spicerville Hwy south to Baseline Hwy has been under \$5500 for each of the past two years. Our current

contract with them dates back to 2012 and is on a per run basis of \$1000 per fire run, \$450 per rescue assist with an ambulance call, and \$500 per non-emergency type call. Hamlin has proposed that Brookfield pay 10% of their annual fire department budget within 3 years. They have proposed for the next three years starting this FY 26/27 we pay \$15,000, then \$17,400 in year two, and \$19,800 in year three with a 7% annual increase each year after. This was briefly discussed at our Special Budget meeting on March 24th and Miller responded by email to Hamlin informing them we feel we were able to afford an annual payment of \$10,000 which is nearly double what the actual fire runs cost each year for the past two years. There was no response from Hamlin, so Spotts moved, supported by Miller to table the decision. 5/0 MC

At the March 24th Special Budget meeting the board discussed implementing a Special Assessment District to fund Emergency Services. Since that discussion we have collected further information and discussed it with our attorney. Miller stated since speaking with the attorney and reviewing the information they provided which was applying 1 or 2 mills to each parcel, she found further information to establish a S.A.D. by a flat fee assessment. With a flat fee assessment we can levy the fee against the property types that would most use emergency services and we can set different fees for the different property types. Miller presented this scenario to the attorney but did not have a response by meeting time so Miller moved to table and set a Special Meeting for April 20th at 7 pm, supported by Williams. 5/0 MC.

Commissioner Holmes gave an update from the county. Controller/Administrator Connie Sobie retired and they hired the Assistant Controller Ben Dawson which was a very good decision as the transition has already been noticeably smooth. He said there was some push back that a few commissioners wanted to do a national search but they were told there is actually a shortage of qualified candidates and they had a very capable and qualified individual already. County Clerk Diana Bosworth has announced her retirement effective April 30th. Judges Cunningham and Morton will conduct the appointment process for her interim successor until her term expires in 2028. Holmes reported on the upcoming road millage. It must be classified a new millage because of the updated verbiage going on the ballot, but it is for the same amount and length of term of the one that has been in place.

Limited public comment - none

Moved by Larson to adjourn, supported by Williams at 8:45 pm

Respectfully submitted,

Tara Miller, Clerk