

Minutes - Brookfield Township Board Meeting  
April 7th, 2025

Supervisor Spotts called the meeting to order at 7:00 pm. Present were Larson, Miller, Spotts, Orr and Williams. Also present were Chris Garrison and Brandy Miller from EC Planning & Zoning Office, Frank Holmes, Commissioner, Ken & Laura Coats and Canda Anthony.

Clerk Miller read the minutes from the February meeting. Motion by Williams, second by Orr to approve as read. Motion Carried - 5 Yes - 0 No

Treasurer Larson presented the Treasurer's Report

General Fund balance: \$125,328.10

Presented February and March invoices #5251 to #5284 for Trustees approval

General Fund Expenses: \$148,299.43

General Fund Income: \$52,011.52

Tax Account balance: \$141,970.36

Per the auditor, funds in the cemetery savings account can be moved to the general fund savings and the cemetery savings account will be closed.

Motion by Spotts, seconded by Williams to accept the Treasurer's report. Motion Carried - 5 Yes - 0 No

Clerk Miller presented the Narrow Lake Sewer System report.

Narrow Lake Sewer System checking balance: \$40,532.85

Income: \$210,998.52

Expenses: \$191,775.92

Presented invoices paid #2586 to #2594 for Trustees approval which included the mortgage/bond payment to the county for \$167,681.25

Special Assessment savings balance: \$35,183.31

NLSS regular savings balance: \$8,739.62

Moved by Larson, seconded by Williams to accept financials. Motion Carried - 5 Yes - 0 No

—Regarding J. Smith, 8655 Narrow Lake Rd (150-040-600-023-00), who has never connected to the sewer system, but has paid M&O since its existence, it was moved by Orr, seconded by Larson to suspend M&O charges going forward with no refund for previous payments, since township was never informed it was an unfinished structure unable to generate waste water.

Motion Carried - 5 Yes - 0 No

—Regarding T. Sweet who's lift tank has collapsed on his second, unimproved property at 8681 Lake Drive (150-045-600-088-02). Motion by Spotts, seconded by Williams to send a letter that the township/NLSS will replace the tank at which time that the property is sold or being built upon. Motion Carried - 5 Yes - 0 No

Chris Garrison and Brandy Miller presented the new pay for services structure for the county Planning and Zoning Department. Townships will pay up to \$15,600 annually, unless the county Commissioners agree to cover 25% of the annual fee, then it would be \$11,700 annually. The

county will not cover a higher percentage. They will inform us as soon as they have a final decision, and this will start in October with the county's new fiscal year.

Commissioner Holmes reported from the Board of Commissioners that there will be more cuts on the administration side. Ways & Means have added an additional meeting each month and are now scheduled for the second and fourth Friday mornings and can be viewed online.

Larson gave the Rural Fire Report which last met on February 19th. Charlotte City Manager told Carmel Township Supervisor Don Ramsey that he needed to meet with Rural Fire regarding rejoining when their current agreement/contract with the city expires. The city would not be doing a separate agreement with Carmel, outside of Rural Fire. Also reported there would be no new vehicles purchased in their next fiscal year - July 2025 to June 2026. We have a \$47,000 (+) payment due in May for the purchase of the new truck.

Township internet and website was revisited and Larson moved, seconded by Williams to proceed with the website platform Wix for up to \$348 per year. Motion Carried - 5 Yes - 0 No  
Moved by Larson, seconded by Orr to use MEC for internet service to the township hall. Motion Carried - 5 Yes - 0 No

Spotts gave a report from the county Road Commission meeting and upcoming projects in Brookfield Township.

Miller presented ordinance renewals from SEMCO and Consumers to allow those utilities to service Brookfield Township. Moved by Orr, seconded by Williams to renew, Motion Carried - 5 Yes - 0 No

During public comment, Kenny & Laura Coats stated the wire at their rental house at 8667 NLR has not been buried yet and Laura stated it was very concerning with mowing lawn and maneuvering around the wire. Miller stated she had contacted JR Underground with no response, and Apex Excavation who said they planned to get there weeks ago, but it has not happened yet. Miller will contact Richardson Electric to see if they can do it.

Motion was made by Larson to adjourn the meeting at 8:50 pm, seconded by Williams. Motion Carried - 5 Yes - 0 No

Respectfully submitted,

Tara Miller, Clerk