



BROCKWAY TOWNSHIP
 7645 Sayles Road
 Brockway, MI 48097
 Phone (810) 387-3375 Fax (810) 387-4571
 Email: brockway@greatlakes.net



**BROCKWAY TOWNSHIP
 BOARD MEETING MINUTES - DRAFT**

Date: January 20, 2025
Time: 7:05pm
Place: Township Hall
Pledge of Allegiance led by: Bill McMurtrie

Present: Bill McMurtrie, Cheryl Wadsworth, Tim Stasik, Connie True
Absent: Terry Wright (called in via phone)
Staff Present: Marcy McClelland

CLERK’S REPORT:

- Terry and I both attended the MTA training in Frankenmuth – Joined the TGA. Learned a lot about policies and will be implementing what we learned to improve and tighten up procedures.
- Quickbooks has been reconciled Sept-year end for our main account.
- We are getting ready for our bi-annual audit though King and King, which will happen in the next couple months.
- I am going through election training and will hold a training shortly after for volunteers.
- John Johnson from Nickel and Saff, stopped by the office and went over our Township and Fire Deptment insurance policies.
- Blue Water Mini Storage unit has been emptied and final bill in included in this month’s expenses.

AGENDA

Additions to agenda from the board: Guest Speaker Kurt Sutton, YPSD

Motion to approve agenda if amended: Connie
 Second: Cheryl Roll Call: Bill, Tim - yes Motion Carried: yes

MINUTES

Motion: Bill Second: Tim Motion Carried: yes

TREASURER’S REPORT:

- Taxes went out later than usual, but still on time according to the state.
- Property tax check payments must be written for the amount on the check. IE: \$586.10 must be written out as five hundred, eighty six and 10/100. Some people are not writing the 10/100 or ten cents.



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BILLS

Motion to pay:

Township bills in the amount of: \$73,585.28 - Connie, Bill, All in favor

Fire Department bills in the amount of: \$11,560.78 – Bill, Tim, All in favor

Parks and Rec bills in the amount of: \$290.00 – Bill, Cheryl, All in favor

Motions Carried: yes

1. **GUEST SPEAKERS-** Kurt Sutton, YPSD

- a. Bomb threat at the Junior High on Jan 20. They have done exercises to prepare for situations in case they happen. Would like to use the township hall for evacuation if necessary. Use of the township hall was approved at the December 9, 2025 meeting. We are waiting on KnoxBox information.
- b. Also addressed the millage that will be on the ballot in May. It's a total of 1.4 mils, but 0.5 mils is coming off, so it would be 0.9 mils. He provided the board and attendees with data sheets. They are asking for \$14 million, which would provide 80 more parking spots and the sportatorium. It would include a walking track (with dedicated community use hours), practice areas and theatre. This millage would also go towards HVAC at the High School that hasn't been completed. They have done 5 meetings over the past 2 years and sent out surveys to which 400 people responded.
 - a. Bill asked about adding trade classes, Mr. Sutton replied that the kids go to RESA in Marysville for the more expensive programs, but YHS does have a geometry building class.
 - b. Changing the football field from the park to the school grounds is not connected to this millage, it is not paying for the field to be moved. They have other funds they can use for the lighting and bleachers. The sportatorium's concession stand and restrooms could be used for games etc.
 - c. Moving the football field to school property is a business decision, investing in their own property rather than the City's. They will invest about \$1.5 million to refurb the school's football field.
 - d. *If you have any questions or comments regarding the above information, please contact the Yale School District Offices.*

2. **CITIZENS TO ADDRESS THE BOARD** – One member of the audience addressed the board.

3. **PARK AND RECREATION DEPARTMENT**

- A. Spring Soccer Registration has started
 - a. John would like a registration form on our website at a max cost of \$200. Parents would still need to pay during office hours or on another registration date.



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- b. Vote on cost of updates to existing website form
Bill motioned to pay up to \$200, Cheryl seconded. All in favor.
 - c. John created a Facebook page for the Soccer League
4. **BUILDING DEPARTMENT & ENFORCEMENT**
A. Add International Building Code to agenda for workshop on Feb 17 – seems like it’s similar to what Michigan already has.
5. **PLANNING COMMISSION** – information only
A. Per MTA, Supervisors appoints, board approves
B. Meeting Dates in 2026 - February
6. **ASSESSMENT**
A. Hardships – Approved Resolution 2026-1, Motion by Connie, Second by Bill. Roll call – Tim, Cheryl – yes. All in favor. Motion carries.
a. Mailing expenses of \$967.95, motion to pay by Bill, second by Tim, All in favor. Motion carries.
B. Board of Review- Meeting is March 3 at 5pm, here at Brockway Twp.
7. **FIRE DEPARTMENT**
A. Chief’s report
a. Fire Runs – Medicals 37, Fire 3, PI 1, Misc 8, total 49.
B. Fire truck tires – working on getting the trucks to Discount Tire.
C. Water heater – Should be installed in the next couple weeks.
D. New truck – Frame is at the manufacturer, 8-10 weeks for delivery.
E. Accidents / Down Wires – The twp will start billing for these incidents.
F. Greenwood Township contract renewal – Vote to send renewal – Bill motioned to renew previous contract with no changes, Cheryl second. All in favor. Motion passes.
G. Dennis Buckmaster, Lieutenant 1, has resigned effective Dec 31, 2025
8. **ROADS AND DRAINS**
A. Jeddo Road Culvert / Duquette will use \$32,791 in ARPA funds
9. **OLD BUSINESS**
A. VC3 vs Centaris- information only at this time
a. There is a comparison letter in the board members packets
b. Centaris handles tech, phone, internet, cameras, etc. One call and done. Their cameras are purchased outright, no monthly service charges.
B. Metro Contract



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- a. Vote – on sending original letter as typed to Metro Wireless along with the outages the fire department provided. Motion by Connie, Second by Bill, All in favor. Motion passes.

C. Comcast

- a. Vote – on signing contract for services to be installed at both the fire department and township hall when the Metro Wireless contract has been absolved. Comcast will hold our contract so we can get in the queue for the services to be installed. We have the option to cancel. Tim motioned to sign the contract, contingent on the success of cancelling Metro Wireless. Bill second. All in favor. Motion passes.

10. NEW BUSINESS

A. Parking lot lights

- a. Temporary motion activated lights have been installed above doors
- b. Cost and bids received – We had 2 bids returned – Gentner Electric, TMA Electric. Board would like additional companies to be called locally for more bids.

B. Quickbooks vs BS&A vs other financial programs

- a. QB is going to charge us a fee per payroll check processed effective Feb 1, fee schedule was provided in board packets.
 - . Fist 1-9, \$3/ employee fee
 - . 10-29, \$2.50/ employee fee
 - . 30-99, \$1.50/ employee fee
 - . A company with 25 employees would pay:
 - . 9 employees x \$3 = \$27.00 +
 - . 16 employees x \$2.50 = \$40.00 =
 - . 25 employees at a total of \$67.00 per month
 - . Quickbooks also renews in July – old rate was \$2342.60 per year for desktop access.
- b. Options – left a message with the MTA

C. RSI – Security Cameras

- a. We need to add/move cameras to the corners of building. We lease the cameras on a 3 year contract.
- b. Adding 3 cameras outside, and one in the meeting room increases our monthly cost to \$325/month for both the Fire Dept and Township Hall (additional \$50/mo). Cheryl motioned to add 3 cameras outside only, with \$100 due at installation. Connie second. All in favor. Motion passes.



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- D. Facebook page for Township
- a. Vote on creating a page for the Township hall to communicate meeting dates, vacancies, election info, minutes available, soccer, office hours etc.
 - b. Create a Social Media policy – unbiased posts regarding millage renewals, no comments on posts (direct to call or email office) etc
- E. Elections – information only
- a. Two millages are up for renewal – working on details
 - b. Trustee, Clerk and Treasurer will all be on August’s ballot
 - . I provided the three board members with the appropriate paperwork to fill out.

ADJOURNMENT

Time: 846pm Motion: Connie Second: Bill

Cheryl Wadsworth, Clerk Bill McMurtrie, Supervisor