



## BROCKWAY TOWNSHIP

7645 Sayles Road  
Brockway, MI 48097  
Phone (810) 387-3375

Email: [brockway@greatlakes.net](mailto:brockway@greatlakes.net)



### BROCKWAY TOWNSHIP BOARD MEETING MINUTES

Date: August 11, 2026  
Time: 7:02pm  
Place: Township Hall  
Pledge of Allegiance led by: Bill

#### **ROLL CALL**

Present: Tim Stasik, Connie True, Terry Wright, Bill McMurtrie, Cheryl Wadsworth

Absent: none

Staff Present: Karlene Bogner, Kevin Booth, Marcy McClelland

#### **AGENDA**

Motion: Terry                      Second: Bill                      Motion Passed: yes

#### **CLERKS REPORT**

Motion to approve minutes: Tim – both 7/14 and 7/21 minutes

Second: Terry                      Motion Passed: yes

#### **Clerk's Notes:**

Nationwide is paid through July payroll.

Audit is complete. Total invoice is \$6,350 and included in the bills we're approving today. We have already addressed "segregation of duties" by keeping jobs separate with multiple checks and balances. Our reports do not include footnotes, we're hoping to find a resolution to this within Quickbooks.

Motion to accept the audit: Terry                      Second: Connie                      Motion Passed: yes

Motion to approve King & Messing to file state, federal taxes and forms quarterly at a rate of \$750/quarter and \$1500 at the end of the year to include W-2s and 1099s.

Motion: Bill                      Second: Connie                      Motion Passed: yes

I also completed the Accident Fund Audit, waiting on the results.

Waiting on MERS to confirm "black out dates" to start transition which takes about 30 days. There will be new paperwork to fill out for each participant.

Office and Quickbooks cleanup – working with the Department of Treasury to ensure we are up to date.

#### **TREASURER'S REPORT**



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Finance – A fraudulent check was created and cashed from the Fire Department account in the amount of \$4,750 at a bank in Florida. Tri-County Bank in Brown City caught the check and has returned the funds to our account.

Summer taxes are going good, payments are coming in, due date is September 14.

Joel Champ from BS&A – guest speaker – The company is transitioning to the cloud, and the county is going live with their online platform next summer. The transition will become mandatory if we continue using their services. There are many features and upgrades – residents can see their tax bills online, the county can import and export data they need, we get unlimited users and backups. The County is offering to help with the cost of the transition in the amount of \$5,000. The offer expires October 31. The county will also pay for the training in Port Huron. Financials is a separate training and cost. Joel will get us that information. There is also online training and webinars that we will have access to once we agree to upgrade.

### **BILLS**

Township bills in the amount of: \$36,486.42

Motion to pay: Terry      Second: Connie      Motion Passed: yes

Fire Department bills in the amount of: \$4,719.61 when checks are available

Motion to pay: Terry      Second: Tim      Motion Passed: yes

Park and Recreation bills in the amount of: \$3,648.50

Motion to pay: Connie      Second: Bill      Motion Passed: yes

### **CITIZENS TO ADDRESS THE BOARD**

4 citizens addressed the board.

#### **A. PARK AND RECREATION DEPARTMENT**

1. Local millage distribution – completed by our CPA. We're expecting \$11,900
  - a. Motion: Terry      Second: Tim      Motion Passed: yes
2. Soccer Program
  - a. Updates – Fall season starts in a couple of weeks.
  - b. Clarification on newspaper article from the desk of Cheryl Wadsworth, Clerk - I love our soccer program; my kids have grown up in it, they even referee. We want to see it succeed and we are trying to tighten things up. If this means finding a program to help John automate some of the work he does, to make his job easier, or creating policies that protect our program and everyone involved, that's what we want to do. John does an incredible job maintaining the fields and running the program. The conversation started because we want to make sure we have done our due diligence to make the program the best it can be.



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### B. BUILDING DEPARTMENT AND ENFORCEMENT

1. Building Official Report
2. Blight Complaints – 3 in process
3. Enforcement Report

### C. PLANNING COMMISSION

1. Data center ordinances and changes have been received from the attorney. Now we proceed with the next steps. We cannot extend the moratorium.

### D. ASSESSMENT

### E. FIRE DEPARTMENT

1. Chief's Report – 45 runs. 35 of which were medical runs in Yale.
  - a. Jaws of Life training at Bologna Festival
  - b. Austin Colden – Motion by Cheryl to hire on a one-year probation, Second by Bill, All in favor.
  - c. Chief is sending certified letters to inactive fire fighters
  - d. Filter on the ladder truck was cut in half, and found traces of rubber, no metal in the system. The truck is at R&R having the down riggers repaired.
2. Motion to approve officer changes as follows:
  - a. Donnie Priess to regular fire fighter, Doug Nowicki to Captain, 1<sup>st</sup> Lieutenant Will Priess, 2<sup>nd</sup> open, 3<sup>rd</sup> Lieutenant (in training) Kristy Bissett,
3. Grant available – due by Sept 30
4. Fire Hall Roof Bids
  - a. Bill motioned to accept estimate #10108 in the amount of \$73,800 from Special Touch Builders, for the fire hall roof replacement, to be completed by when the cold weather sets in. \$65 per sheet of plywood if needed.
  - b. Has it been temporarily repaired -yes by Moza Construction.

### F. ROADS AND DRAINS

1. Approved resolution 2026-8 for the road assistance program funding to replace a large culvert on Middleton drain.

Motion: Terry                      Second: Tim                      Motion Passed: yes

### G. OLD BUSINESS

1. Hall Custodian Proposals
  - a. Terry motioned to hire Doug Huston at \$450/month for 30 hours with 5 additional hours to be paid after 3 parties per month. Yays- Connie, Tim. Nays - Bill and Cheryl.
2. Parking lot light – Added a large solar light on the pole temporarily. Tim stated Mike Moody has not gotten back to us about the original light wiring.



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3. Elections – 461 voters, all millage propositions passed in Brockway except for St Clair Community College. SC4 did pass county wide.
  - a. Tori and the team all did an amazing job! Thank you!

### H. NEW BUSINESS

1. Policies – will have them available to board members prior to next meeting for review and suggestions, and to vote on at next meeting. FOIA, address changes, foreign bank fees, park signs.
2. Employee handbook – REVIEW only

### I. ADJOURNMENT

Time: 9:11pm

Motion: Connie

Second: Tim

All in favor