



BOARD OF TRUSTEES MINUTES

Date: July 13, 2026

Time: 6:00 PM

309 S. Lincoln Ave, Lakeview MI

Pledge of Allegiance

Brandi Clark-Hubbard

Roll Call

☒ Supervisor: Brandi Clark-Hubbard

☒ Treasurer: Jamie Boehm

☒ Clerk: Ginger Imhoff

Absent: None

☒ Trustee: Marcy Myers

☒ Trustee: David Behrenwald

Other Officials Present: Dave Kelsey, Zoning Administrator

Agenda

The Board added the following items under New Business: 1) Additional cemetery tree removal work 2) Annual review of the Township Purchasing Policy.

Motion 1 Moved by Clark-Hubbard
Motion to approve the agenda as amended.

Vote: Voice vote – all ayes

Supported by Myers

Motion carried.

Minutes

Motion 2 Moved by Behrenwald
Motion to approve the June 8, 2026 Regular Meeting Minutes as presented.

Vote: Voice vote – all ayes

Supported by Boehm

Motion carried.

Public Comment on Agenda Items

Public comment was opened. Lane Leppink discussed Townline Lake bubblers and provided sample ordinances. The Board noted safety concerns and will continue researching the issue before winter. Public comment was closed.

Treasurer's Report

Motion 3 Moved by Behrenwald
Motion to approve the Treasurer's Report as presented.

Vote: Voice vote – all ayes

Supported by Myers

Motion carried.

Clerk Report

Motion 4 Moved by Imhoff
Motion to approve the July bills totaling \$49,218.25.

Roll Call Vote: Myers – Yes; Boehm – Yes; Imhoff – Yes; Behrenwald – Yes; Clark-Hubbard – Yes

Motion carried.

August 4, 2026, Election

The Township Election Commission held a public meeting on July 10, 2026, to appoint election inspectors and the chairperson for the August 4, 2026 election.

The public accuracy test will be held Friday, July 17, 2026, at 10:00 a.m. The test has been properly published and is open to the public

Zoning *Reported by Dave Kelsey.*

Permits:	Tomkinson	10661 Satterlee Rd	Deck
	Adrus	8712 N. Greenville Rd	Shed 16x 20

Violations:	Jenkins	Schmeid Rd	In compliance
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Land Divisions *Reported by Marcy Myers.*

Working with property owners who wish to combine several lots.

Working with the Village of Lakeview regarding annexation of a landlocked parcel into the Village.

Planning Commission *Reported by David Behrenwald.*

The Planning Commission's next meeting will be held Wednesday evening. They recently completed work on comprehensive ordinance amendments addressing general matters and data centers.

ZBA

The Zoning Board of Appeals met Tuesday July 7, 2026 and denied a variance request after determining that the request did not satisfy the standards required by the Township Zoning Ordinance.

Fire Department *Reported by Ginger Imhoff*

No July meeting.

Supervisor's Report

Assessing Department

The July Board of Review is scheduled for **July 20, 2026, at 11:00 a.m.**

No decision has been received in the pending Michigan Tax Tribunal case.

The Township successfully passed its Public Act 660 Assessment Roll audit. The State audits the assessing practices of municipalities within a county every five years.

Roads

The second chloride application was completed on or about July 2, 2026. The final chloride application is expected near the end of August.

The Nimberger Road project has been completed.

Roadwork has begun near Lakeshore Drive, Hazel Road, and the area near Ford Lincoln Park.

MTA Meeting

The Montcalm County 911 coordinator discussed the county's emergency notification system, which provides residents with severe-weather and urgent public-safety alerts. The Township will consider adding registration information to its website.

Library Millage

The library submitted Form L-4029 for inclusion on the winter tax bill.

Old Business

None.

New Business

L-4029

The proposed rates for the 2026 winter tax bills are 0.7306 mills for township operations and 0.9480 mills for the voted fire millage.

Motion 5

Moved by Clark-Hubbard

Supported by Myers

Motion to approve the 2026 Cato Township Form L-4029 Tax Rate Request as presented.

Roll Call Vote: Myers – Yes; Boehm – Yes; Imhoff – Yes; Behrenwald – Yes; Clark-Hubbard – Yes

Motion carried.

Cemetery Building Damage

Bunker Tree Service completed emergency tree removal for \$2,000. Building repair quotes obtained from Keiff's Roofing, Griffith Builders, and Tissue Construction. After consideration of insurance reimbursement (less deductible) for building repairs and insurance % reimbursement for tree removal, the lowest overall NET cost to the township was Keiff's Roofing, including a 2-year warranty.

Motion 6

Moved by Clark-Hubbard

Supported by Boehm

Motion to approve Keiff's Roofing proposal for \$3,550, contingent upon receipt of current general-liability and workers' compensation insurance certificates.

Roll Call Vote: Myers – Yes; Boehm – Yes; Imhoff – Yes; Behrenwald – Yes; Clark-Hubbard – Yes

Motion carried.

Amendment of Purchasing Policy

Motion 7 Moved by Clark-Hubbard

Supported by Behrenwald

A motion was made and supported to amend the purchasing policy to provide: "Purchases over \$2,500 require a minimum of three quotes, unless such requirement is waived by the Township Board, submitted in writing to the Township Board for selection and approval prior to purchase."

Roll Call Vote: Myers – Yes; Boehm – Yes; Imhoff – Yes; Behrenwald – Yes; Clark-Hubbard – Yes

Motion carried.

Additional Cemetery Tree Work

The Board reviewed the second portion of Bunker Tree Service's proposal for preventive tree maintenance at the cemetery. The Board determined to waive the three quote requirement for this purchase since it is a recurring / maintenance type item with an established service provider the township has used in the past. The Board also discussed creating a preferred vendor list for use in the future.

Motion 8 Moved by Clark-Hubbard

Supported by Behrenwald

A motion was made and supported to approve the second portion of the Bunker Tree Service proposal in the amount of \$4,400.

Roll Call Vote: Myers – Yes; Boehm – Yes; Imhoff – Yes; Behrenwald – Yes; Clark-Hubbard – Yes

Motion carried.

Public Comment

Public comment was opened. Steve Charnley asked about Township sponsorship of Music in the Park; the Board discussed legal limits on public-fund sponsorships. Lane Leppink announced the U.S. Angling national ice-fishing event for February 11-14, 2027, and again raised bubbler safety concerns. The Township will continue researching the issue. Public comment was closed.

Adjournment

Motion 9 Moved by Myers

Supported by Boehm

Motion to adjourn the meeting.

Vote: Voice vote – all ayes

Motion carried.

The meeting adjourned at **6:49 PM.**

Respectfully submitted,
Ginger Imhoff
Cato Township Clerk