

SHERIDAN TOWNSHIP BOARD MEETING  
MINUTES

Minutes of the Regular Meeting, February 18, 2025, held at the Sheridan Township Hall at 7:00 p.m. Present were Supervisor Kelly Crocker, Clerk Marlynn Gulembo, Treasurer Jennie Borema, Trustee Jennifer Tyndall, Trustee Rich Rouwhorst and 13 guests.

Pledge to the Flag.

Clerk read minutes of the last regular meeting and the February 5, 2025, Special Meeting. Hearing no corrections or additions, Supervisor approved the minutes.

Treasurer's report was given; motion to approve by Tyndall, supported by Rouwhorst; carried.

Clerk reported that the Clerk's and Treasurer's books balance at \$41,967.07, prior to the meeting.

Motion by Gulembo to dispense with reading the minutes at the meeting. Clerk will email the minutes to Board members and have 2 copies available at the next regular meeting. Motion supported by Borema and carried.

Sheriff Cole reported that there were 4 calls in the Township in January. He gave details on a large FOIA request that the Sheriff's Department is wrapping up from a news outlet in Las Vegas regarding the fire/homicide in the Township in November 2021.

Commissioner Ron Bacon reported that the CHILL Grant had 129 applications. The amount to be distributed is approximately \$900,000.

Clerk Gulembo gave the Oath of Office to Larry Hoffman for the position of Assisting with Elections.

Discussion was held on posting the Robinson Scholarship information on our website. The scholarship is available to juniors, seniors, or graduate students enrolled in a Michigan college or university and who are pursuing a career in local government administration. Clerk will have it posted.

Clerk presented the preliminary budget that was discussed at the February 5 Special Meeting. She will update after income and expenses through March are determined and will present the final budget for adoption at the March meeting.

Clerk Gulembo offered the Resolution to Establish Poverty Exemption Guidelines, supported by Supervisor Crocker. Upon roll call vote, Supervisor declared the Resolution adopted.

Clerk Gulembo offered the Resolution Authorizing Local Residents to Appeal in Writing to the March Board of Review, supported by Treasurer Borema. Upon roll call vote, Supervisor Crocker declared the Resolution adopted.

Discussion was held on the Budget Hearing and it was decided to hold the Hearing at 6:30 p.m. on March 18, prior to the regular monthly meeting. Clerk will publish and post the Budget Hearing Notice.

Clerk Gulembo offered the Meeting Dates Resolution, supported by Treasurer Borema. Upon roll call vote, Supervisor Crocker declared the Resolution adopted. Clerk will publish and post meeting dates for Fiscal Year 2025-2026.

Clerk Gulembo offered the Resolution Designating Depositories, approving the use of West Shore Bank as the depository for all public funds for Fiscal Year 4/1/2025 through 3/31/2026. Support was given by Supervisor Crocker, and upon roll call vote, Supervisor declared the Resolution adopted.

Assessor Nancy Vandervest reported that the 2025 assessment roll has been turned in to Equalization. Assessment Change Notices will be mailed at the end of the month. Poverty Exemptions need to be applied for each year after January 1 and before December 1. Veteran Exemptions need to be applied for in 2025 and they will remain active until rescinded. She will not be in attendance for the March meeting and will report Board of Review numbers in April.

Clerk reported that she discovered that the contract with Assessor Vandervest did not state a period of time and Vandervest has agreed to extend her contract through 5/31/2026 at the same rate, \$24,638.25.

Clerk presented the engagement agreement for the biannual audit with Lake Michigan CPA. The cost will not exceed \$3,250. Motion to sign the agreement by Crocker, supported by Tyndall; carried.

Motion by Crocker, second by Gulembo, to contribute \$469.80 to the Household Hazardous Waste collection event to be held on August 16. Motion carried.

Treasurer reported on an unusual check she received for property taxes. West Shore Bank looked into it and found that the check cannot be accepted at the bank. They notified the property owner and subsequent correspondence was sent to the Treasurer from the property owner. Discussion was held and a motion was made by Treasurer Borema, supported by Crocker, to retain consultation services from an attorney, if needed. Motion carried.

Clerk made a motion to transfer \$40 from Contingencies to Elections and \$84 from Contingencies to Insurance. These are budget transfers. Motion supported by Crocker; carried.

Supervisor presented the following road contracts:

Dewey Rd., select wedging and restoration, from Morse Rd. to Campbell Rd, 1.52 miles--\$35,894.50

Dewey Rd., chip and fog seal, from Morse Rd. to Campbell Rd.--\$54,577.93

Dewey Rd., chip and fog seal, from Morse Rd. east 0.76 miles--\$28,168.22

Deer Rd., select ditching, gravel, HMA paving with valley gutter and restoration, Larson Rd. west ½ mile--\$268,550.99

Motion by Crocker to sign the wedging and restoration contract and the chip and fog seal contract for Dewey Rd. from Morse Rd. to Campbell Rd., at a total cost of \$90,472.43. Motion supported by Tyndall; carried. Crocker will deliver the contracts to the Road Commission.

Motion to pay bills by Crocker, including a bill the Clerk will pay when received from ElectionSource for approximately \$35, second by Tyndall; carried.

Motion to adjourn by Tyndall, supported by Borema; carried.

Respectfully submitted,

Marlynn E. Gulembo

Marlynn E. Gulembo, Clerk