



THOMAS TOWNSHIP
REGULAR BOARD MEETING MINUTES
8215 Shields Drive, Saginaw, MI 48609
March 3, 2025
7:00 p.m.

1. The Regular Board Meeting was called to order at 7:00 p.m. by Supervisor Sommers.
2. PRESENT: Sommers, Thayer, DeLine, Witt, McDonald, List
ABSENT: Monahan

ALSO PRESENT: Township Manager, Deidre Frolo; Deputy Clerk/Administrative Assistant, Connie Watt; Financial Services Director, Aleigha Crowl; DPW Director, Trevor Schultz; Community Development Director, Dan Sika; Parks Director, John Corriveau; Nature Center Coordinator, Lynda Thayer; Fire Chief, Mike Cousins; Police Chief, Eric Cowles; and one interested party.

3. The Pledge of Allegiance was recited.
4. Motion was made by McDonald, seconded by Thayer, to approve the agenda as presented. Motion carried unanimously.

THOMAS TOWNSHIP REGULAR BOARD MEETING
8215 Shields Drive, Saginaw, MI 48609
March 3, 2025 @ 7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approve the February 3, 2025, Regular Board Minutes.
 - B. Approve the February 10, 2025, Special Board Minutes.
 - C. Approval of the Expenditures.
 - D. Approve amendments to Administrative Policy #900; Poverty Exemption.
 - E. Approve the wage increase for on-call firefighters.
 - F. Approve the promotion of Susan Prevost to full-time Parks Secretary.
 - G. Approve the hiring of Dylan Pattullo as Parks and Recreation Assistant.
 - H. Approve promotion of Tyler Branch to DPW Foreman effective April 1, 2025.
 - I. Approve wage increase for non-bargaining unit employees.
6. Communications-Petitions-Citizen Comments

It is requested that you state your name and address for the record.
7. Public Hearing
 - A. Receive comments pertaining to the proposed 2025/2026 fiscal year budget.
 - B. Receive comments on the amendments to the Thomas Township Water & Sewer Schedule F and Water & Sewer Quarterly Ready to Serve Charges.
8. Unfinished Business
 - A. None.
9. New Business

- A. Approve Resolution 25-02, to adjust the water and sewer rates and quarterly ready to serve charges.
- B. Approve Resolution 25-03, to implement 2025/2026 Fees Resolution.
- C. Approve Resolution 25-04, the annual Appropriations Resolution for the 2025/2026 Fiscal Year.
- D. Approve amended Appropriations Resolution to balance the 2024/2025 Fiscal Year Budget.
- E. Approve Letter Agreement with Spicer Engineering to perform Design, Construction Administration, and Inspection for the Pump Station #1 Upgrades for \$52,500.
- F. Approve Letter Agreement with Spicer Engineering to perform GIS improvements in fiscal year 2025-26.
- G. Approve text amendment to add Section 18.38, "Renewable Energy", to the existing ordinance.
- H. Approve the contract with Spicer Group in the amount of \$19,500.00 to complete the Thomas Township 5-Year Master Plan.
- I. Approve the bid from Main Street Branded Merchandise (SKM) in the amount of \$14,949.95 to produce t-shirts for the Parks & Recreation programs, events and staffing for 2025-2027.

10. Reports

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|---------------|--------------------------|-----------------------|
| A. Supervisor | E. Community Development | I. Police Dept |
| B. Clerk | F. DPW | J. Parks & Recreation |
| C. Treasurer | G. Finance | K. Nature Center |
| D. Manager | H. Fire Dept. | L. Board Members |

11. Executive Session

- A. None

12. Adjournment

5. Motion was made by DeLine, seconded by List, to approve the Consent Agenda as presented. Motion carried unanimously.

- A. Approval of the Board Minutes from the February 3, 2025 regular meeting.
- B. Approval of the Board Minutes from the February 10, 2025 special meeting.
- C. Expenditures consisting of: \$9,930,571.57

Clearing Fund	\$3,249.58
General Fund	\$169,560.40
Public Safety-Fire Department	\$24,610.37
Fire Apparatus	\$11,156.25
Public Safety-Police Department	\$38,244.63
Public Safety-Drug Law Enforcement	\$0.00
Downtown Development Authority	\$82,160.79
Revolving Road Fund	\$0.00
SSRP Grant	\$862,485.30
Sewer Fund	\$47,256.77
Sewer Improvements Grant Fund	\$299,462.20
Water Fund	\$295,151.89
Municipal Refuse	\$61,761.26
Technology Fund	\$128.88
Tax	\$8,035,343.25
- D. Approved the amendments to Administrative Policy #900; Poverty Exemption.
- E. Approved the wage increase for on-call firefighters.
- F. Approved the promotion of Susan Prevost to full-time Parks Secretary.
- G. Approved the hiring of Dylan Pattullo as Parks and Recreation Assistant.
- H. Approved the promotion of Tyler Branch to DPW Foreman effective April 1, 2025.
- I. Approved the wage increase for non-bargaining unit employees.

6. Communications-Petitions-Citizen Comments
 - A. None.
7. Public Hearing
 - A. A Public Hearing to receive comments pertaining to the proposed 2025/2026 fiscal year budget was opened at 7:01 p.m. There was comment by Witt concerning moving the Police/Fire Fund to cover costs of the loan for the Fire Station #1 addition. A motion was made by Witt to move the Police/Fire Fund, without support the motion died. McDonald requested an evaluation be given of the pros and cons of moving the fund (which can be done at any point) that will be given to the Board to review by April. With no further comment, the Public Hearing was closed at 7:09 p.m.
 - B. A Public Hearing to receive comments pertaining to the amendments to the Thomas Township Water & Sewer Schedule F and Water & Sewer Quarterly Ready to Serve Charges was opened at 7:10 p.m. With no comment the Public Hearing was closed at 7:10 p.m.
8. Unfinished Business
 - A. None.
9. New Business
 - A. It was moved by Witt, seconded by DeLine, to approve Resolution 25-02 to adjust the water and sewer rates and quarterly ready to serve charges.
Roll Call:
Ayes: DeLine, Witt, List, McDonald, Thayer, Sommers
Nays: None
Abstain: None
Absent: Monahan
Resolution was adopted.
 - B. It was moved by Thayer, seconded by List, to approve Resolution 25-03 to implement the 2025/2026 Fee Schedules.
Roll Call:
Ayes: Sommers, DeLine, Witt, List, McDonald, Thayer
Nays: None
Abstain: None
Absent: Monahan
Resolution was adopted.
 - C. It was moved by List, seconded by McDonald, to approve Resolution 25-04 the annual Appropriations Resolution for the 2025/2026 fiscal year.
Roll Call:
Ayes: Thayer, Sommers, DeLine, List McDonald
Nays: Witt
Abstain: None
Absent: Monahan
Resolution was adopted.
 - D. It was moved by Witt, seconded by List, to approve the amended Appropriations Resolution to balance the 2024/2025 fiscal year budget. Motion carried unanimously.
 - E. It was moved by McDonald, seconded by Witt, to approve the Letter Agreement with Spicer Engineering to perform design, construction, administration, and inspection for the Pump #1 upgrades for \$52,500.00. Motion carried unanimously.

- F. It was moved by Witt, seconded by Thayer, to approve the Letter Agreement with Spicer Engineering to perform GIS improvements in fiscal year 2025-2026. Motion carried unanimously.
 - G. It was moved by Witt, seconded by List, to approve the text amendment to add Section 18.38, "Renewable Energy", to the existing ordinance. Motion carried unanimously.
 - H. It was moved by Witt, seconded by DeLine to approve the contract with Spicer Engineering in the amount of \$19,500.00 to complete the Thomas Township Five-Year Master Plan. Motion carried unanimously.
 - I. It was moved by DeLine, seconded by List to approve the bid from Main Street Branded Merchandise (SKM) in the amount of \$14,949.95 to produce t-shirts for the Parks and Recreation programs, events, and staffing for 2025-2027. Motion carried unanimously.
10. Report of Officers and Staff:
- A. Supervisor's Report – none.
 - B. Clerk's Report –none
 - C. Treasurer's Report – none.
 - D. Manager's Report – thank you to all of the Department Heads and Allie for all of their work on the budget.
 - E. Receive and file Community Development Reports.
 - F. Receive and file the DPW Report. Expressed how lucky the Department is to have an employee like Tyler Branch. Thank you for approval of his promotion.
 - G. Receive and file the Finance Department Report. Will be closing with the County on taxes. Everything has gone extremely well.
 - H. Receive and file the Fire Department Report; Saturday clocks get changed-will be the change clocks-change battery event. Delivering smoke detectors to residents.
 - I. Receive and file the Police Department Report; the motivational speaker that was approved for SVHS and SVMS was phenomenal.
 - J. Receive and file the Parks and Recreation Report; septic field started at Roethke. Thank you for the approval of Dylan; will start this week. Thank you for Sue's promotion to full-time. Cannot say enough how good she is.
 - K. Receive and file the Nature Center report; will be having a fundraiser on March 22nd.
 - L. Board Member Reports-None.
11. Executive Session:
- A. None.
12. It was moved by DeLine, seconded by Thayer, to adjourn the meeting at 7:40 p.m. Motion carried unanimously.

Michael Thayer, Clerk

Dated