



## BOARD OF TRUSTEES MEETING

Date: November 10, 2025

Time: 6:00pm

309 S. Lincoln Ave, Lakeview MI

Pledge of Allegiance Brandi Clark-Hubbard

Roll Call  
☒ Brandi Clark-Hubbard, Supervisor  
☒ Jamie Boehm, Treasurer  
☒ Ginger Imhoff, Clerk  
☒ David Behrenwald, Trustee  
☒ Marcy Myers, Trustee  
Also Present: Dave Kelsey, Zoning Administrator

Agenda  
Motion #1 Boehm Support Imhoff Yes 5 No 0  
Motion to approve the agenda as presented.

Minutes  
Motion #2 Myers Support Behrenwald Yes 5 No 0  
Motion to approve 10/13/2025 meeting minutes as presented.

Public Comment  
None

Treasurer  
Motion #3 Behrenwald Support Myers Yes 5 No 0  
Motion to approve Treasurer's report as presented.

Clerk  
Motion #4 Behrenwald Support Boehm Yes 5 No 0  
Motion to approve bills list for November 2025 in the amount of \$22,255.91  
Roll Call Vote Myers—Yes; Boehm—Yes; Imhoff—Yes; Behrenwald—Yes; Clark-Hubbard—Yes. Motion carried.

Zoning  
Dave Kelsey  
Permits  
o Farm Building 9144 Fitzner  
Violation  
o 10916 M-66 The trailer has been removed; property is now in compliance.  
o A blight complaint originated with an incorrect address. A violation notice was sent; the case will be pursued even though the initial address was in error. Any existing ticket on the original address will be left for the magistrate to decide.

### Land Divisions – Marcy Myers

Working with an inquiry from a property owner in the Agricultural district wishing to split less than five (5) acres.

### Planning Commission - Behrenwald

The Planning Commission will hold a public hearing on short-term rentals and a special land use request for a flower shop at its upcoming Wednesday November 12<sup>th</sup> meeting.

Upcoming Planning and Zoning Training on November 13<sup>th</sup> at the Maple Valley Township Hall.

Training  
Motion #5 Clark-Hubbard Support Myers Yes 5 No 0  
Motion to approve training pay and attendance costs, including meals, in the total amount of \$360.00, and to authorize Cato Township's shared cost of up to \$250.00 for the multi-township training session November 13<sup>th</sup> at Maple Valley Township.  
Roll Call Vote Myers—Yes; Boehm—Yes; Imhoff—Yes; Behrenwald—Yes; Clark-Hubbard—Yes. Motion carried.

Fire Department  
Imhoff  
The department continues to work through issues with repairing the ladder truck hydraulics.

## Supervisor Clark-Hubbard

**Assessing:** Tax tribunal matters remain pending. The December Board of Review will be held during the week of December 8.

**Insurance:** The township's Michigan Municipal League (MML) policy renews February 1; renewal forms have been received and in the process of obtaining a new quote.

**Roads:** A liner solution for Satterlee Road was significantly higher than anticipated. The Road Commission is revisiting a culvert solution and is checking potential grants to help cover costs.

The annual December meeting with the Road Commission to review their recommended 2026 road projects is scheduled for December 3, with the Supervisor and Trustee Behrenwald attending.

**Drains:** The township paid its annual drain assessment bill of \$3,284.00 for its share of county drain work.

**Cemetery:** The Supervisor expressed appreciation to Matt Hubbard and Mason Myers for installing new fencing on the east side of the cemetery. The project is complete.

**Audit:** A draft of the annual financial statements was received from the auditor and was sent back for revision. The final audit will be reviewed at the December meeting and needs to be filed by December 31. The Supervisor will complete the required qualifying statement.

**Trail:** The Village received a grant to plant a tree wall along the trail to help address visual concerns raised by nearby property owners. They are currently waiting on a DNR grant before determining whether the trail will cross Tamarack Road or loop around Collard and return on the same side. Construction is not expected to begin until next spring or summer.

**Meetings and Community Events:** The MTA Montcalm Chapter meeting will be held on Tuesday, December 9 at Douglas Township 6:00 p.m. The Road Commission will present, and the meal cost for elected officials is covered.

"Christmas in Lakeview" is scheduled for December 6.

Cato and Belvidere Township will host the April MTA meeting.

## Old Business

**Office Carpet:** A final quote was received from Decorating Depot for replacement of the office carpet, including cove base and transition metal, in the amount of \$2,257.00.

Motion #6	Clark-Hubbard	Support	Behrenwald	Yes 5	No 0
Motion to authorize a 50% deposit (approximately \$1,200.00) to Decorating Depot for the office carpet project, contingent upon receipt and review of proof of general liability and workers' compensation insurance.					
<b>Roll Call Vote</b> Myers—Yes; Boehm—Yes; Imhoff—Yes; Behrenwald—Yes; Clark-Hubbard—Yes. Motion carried.					

**Hall Tables:** Discussion on purchasing 10 (8 ft) tables from Sam's club for a total of \$850.00.

Motion #7	Clark-Hubbard	Support	Myers	Yes 5	No 0
Motion to purchase 10 tables from Sam's club for a total of \$850 to be paid from the \$1,000 Gus Macker donation.					
<b>Roll Call Vote</b> Myers—Yes; Boehm—Yes; Imhoff—Yes; Behrenwald—Yes; Clark-Hubbard—Yes. Motion carried.					

**Exterior Building Sign:** The board discussed options for a new exterior sign. The Lakeview DDA offers a sign grant that will reimburse up to one-third of eligible sign costs. The application deadline is December 15. Clerk will work with a sign company in Howard City to obtain design options and quotes including material recommendations, mounting method, and any needed façade preparation.

**Furnace / HVAC Maintenance:** The Clerk will contact Sunrise Heating to have the building's heating system inspected and filter changed. It was recommended this to be done yearly.

**Generator Discussion:** The township did not receive the grant previously sought for a standby generator. The board discussed options and agreed not to pursue installation of a permanent or hook-up system at this time. The board plans to apply for the Lakeview Area Community Foundation in August 2026.

Rental agreements will be updated to clarify that the hall does not have backup power and that renters should plan accordingly. Renters will not be permitted to tie into the building electrical system with their own generators

## New Business

No New Business

## Public Comment

None

## Adjourn

Motion #11	Behrenwald	Support	Myers	Yes 5	No 0
Motion to adjourn at 6:40 pm.					

Ginger Imhoff  
Cato Township Clerk