

CLAYBANKS TOWNSHIP

Meeting Minutes

Monday, March 9, 2026

A regular meeting of the Claybanks Township Board was called to order on Monday, March 9, 2026 at 7:14 p.m. by Supervisor-Dan Lombard.

Present: Supervisor-Dan Lombard; Cheryl Rabe-Treasurer; Trustees-David Rabe and Larry Burmeister

Absent: Clerk-Mark Kutches

Agenda Additions: There were no additions to the agenda.

Minutes Approval: Trustee-Larry Burmeister moved, supported by Trustee-David Rabe, to approve the meeting minutes from February 9, 2026. Voice vote, motion carried.

Account Payables: Trustee-Larry Burmeister moved, supported by Trustee-David Rabe, to approve the March 2026 payables in the amount of: General Checking-\$9,890.78/Payroll-\$4,696.84 and Park Checking-\$5,547.31. Roll call vote, motion carried.

Correspondence: Literature from Shelby Library and road closure notice from Oceana County Road Commission.

Public Comments: Dan Yost, chief of Grant Township fire department, gave their annual report of number of calls, etc. He also mentioned they ordered a new truck and are waiting for delivery. They are also checking on grants to purchase eight self-contained breathing apparatus. Supervisor Lombard mentioned to Chief Yost that if they need funding, to let Claybanks Township Board know and something can be arranged to help.

Reports:

Financial Balances as of Feb. 28, 2026: general checking-\$38,781.92/MI Class-\$16,349.71; fire fund-MI Class-\$231,917.71; road improvement fund-MI Class-\$97,443.82; cemetery fund-MI Class-\$5,924.75; park fund checking- \$49,131.17/MI Class-\$215,682.01; tax checking-\$847,309.17.

ZBA: The ZBA board will meet on March 11, 2026 at 3 p.m. to wrap up their decisions. Their meeting minutes will be submitted at a later date.

Planning Commission: Will meet April 15, 2026 to look over the zoning re-write proposals that have been submitted.

Clerk: The following items were tabled until the clerk is back: the purchase of a camera for ballot drop box surveillance, the August election, ballot bags, equipment cost; presentation of the cemetery program bids from BS&A and Jamie Way; the guidelines for renting the town hall; the 2026/2027 budget approval was tabled until March 23, 2026.

Clerk: The Unemployment Insurance Agency has a new website and training; the ADA website needs updated by 2027 in regard to elections with an estimated cost of \$2,500 to be in compliance.

Trustee-David Rabe moved, supported by Trustee-Larry Burmeister to approve a one time brining for \$26,865.56 from the County Road Commission. Roll call vote, motion carried.

Trustee-David Rabe moved, supported by Trustee-Larry Burmeister to approve the 2025 township park administration fee of \$5,000 be paid to the township. Roll call vote, motion carried.

Old Business-Township

The water testing warning signs at the park will need to be posted for this year's camping season.

The planning Commission has some member's terms expire. Rodney Stevens and David Huston need to be sworn in before the April meeting.

Peace Cemetery is still on hold as the church is still in the process of resolving a deed issue.

Bids for mowing of cemeteries and town hall were reviewed. Four bids were presented:

Lawn Rover Services – Season total \$2,310.00 for Pine Grove Cemetery/Season total \$2775 for Flower Creek Cemetery. Total for both cemeteries is \$5085.00.

Scottie's Hometown Lawn Care LLC - \$1100.00/per mowing

Sean Smith - \$1300.00/per mowing

Northern Lawn Care & Property Mgmt. LLC – Season total - \$13,650.00

Trustee-David Rabe moved, supported by Trustee-Larry Burmeister to purchase a Skag mower for \$5200.00 and have the park part-time employee handle the cemetery and town hall mowing. Roll call vote, motion carried.

The board decided to purchase the new election computer in FY 26/27 and to review quarterly budget amendments.

Cemetery clean up is the last Saturday of April.

Old Business-Park

Trustee-Larry Burmeister moved, supported by Trustee-David Rabe to purchase a 2010 Gator for the park to replace the current one that has developed engine issues. Roll call vote, motion carried.

The dump station sign should be replaced, the crack in the playground slide needs repaired, two dumpsters are needed instead of one, Campspot is now live and Leisure International/Hercules needs to be cancelled, a new life preserver needs to be ordered to replace the one that was stolen, Stovall Construction is obtaining quotes from contractors before presenting a quote for the new bath facilities at the park.

Trustee-David Rabe moved, supported by Trustee-Larry Burmeister to purchase ten picnic table frames at \$258.80/ea from Jamestown Products. Roll call vote, motion carried.

Supervisor Comments

Town Hall update – there are still items that need completed by Stovall Construction. There is one final draw to be taken.

The Budget – budget approval was tabled. A special meeting will be held Monday, March 23, 2026 at 7:00 p.m.

Upcoming Meetings

The ZBA will hold their meeting on March 11, 2026 at 3 p.m.

Board of Review will be at the town hall on Monday, March 9, 2026 from 9 a.m.-12 p.m., 1-4pm. and Tuesday, March 11, 2026 1-4, 6-9 p.m.

The next regular board meeting will be Monday, April 13, 2026 at 7:00 p.m.

There being no further business, meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Cheryl Rabe