

Maple Grove Township  
March 17, 2025 Meeting Agenda  
7:00 p.m.

Call Meeting to Order

Pledge of Allegiance

Roll Call:     \_\_\_ Supervisor Peterman     \_\_\_ Treasurer Jaster     \_\_\_ Clerk Yaros  
               \_\_\_ Trustee Erhardt         \_\_\_ Trustee Ebenhoeh

Welcome guest

Approval of Minutes

Public Comment

County Commissioner Harris Report

Fire Chief Andres Report

Treasurer Jaster Report

Clerk Yaros Report

Trustee Ebenhoeh Report

Trustee Erhardt Report

Supervisor Peterman Report

Approval of Bill Report

Public Comment

Adjourn Time: \_\_\_\_\_

# Maple Grove Township Board Meeting Minutes

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Meeting Date: 2025/02/17 Presented by: Tish Yaros - Clerk

The meeting was held in person and called to order at 7:00 p.m. Supervisor Peterman, Treasurer Jaster, Clerk Yaros, Trustee Erhardt and Trustee Ebenhoeh were present.

A motion was made by Clerk Yaros to approve the January 20th, 2025 meeting minutes, seconded by Trustee Ebenhoeh. Motion passed.

Zoning Administrator Kirk Yaros presented a report of open complaints that are currently being worked on. Discussed the fee for Special Meetings, Pond Permits and training expenses. It was also noted that the Municipal Civil Infractions are a non-felony citation that can be issued to residents in violation of ordinances. If a resident admits the violation and rectifies the issue right away, the fee can be waived or the resident can be taken to court.

Chief Andres noted that the Jaws training was well attended and that 4 officers and 3 firefighters are about to complete their training. Andres also discussed recent issues the fire department has been handling.

Treasurer Jaster will be dispersing taxes this week.

Clerk Yaros provided an update on the new website and the network infrastructure upgrades that were done. Yaros also noted that there will be a May 6th Special Election for Montrose Schools only. Yaros motioned to move the April 21st Board Meeting to April 14th to accommodate the Election Commission Meeting, seconded by Supervisor Peterman. Motion passed. Clerk Yaros noted that Gina Sharpe has resigned as Deputy Clerk and Kirk Yaros has been appointed as the new Deputy Clerk. Yaros motioned to approve Resolution 2025-02-01 to update the bank signature authorities to replace Gina Sharpe with Kirk Yaros, seconded by Trustee Ebenhoeh. Motion passed.

Trustee Ebenhoeh provided a report on the Planning Commission Meeting and noted that the new dates for the 2025 Planning Commission Meetings will be April 9, June 11, August 13, October 8, and December 10, 2025. Ebenhoeh also discussed the Sick Leave Act. No action was taken on this as the legislature is still working on tweaking the law before it goes into effect. It was noted that we can approve our Policy in March and retroactively calculate what is due once the law becomes official.

Supervisor Peterman discussed the following:

- Tabled the MDOT resolution that was presented at the last Board Meeting until March as the responses to his inquiries went unanswered.
- The Board of Review training was attended by Ralph Krupp, Cody Simons, Ron Birchmeier and Wes Peterman as required by the State.
- Peterman attended a park grant meeting and the grant should be submitted by the next board meeting.
- Attended the Saginaw County Road Commission meeting to discuss Maple Groves Road project plan for this year and the next 5 years were discussed. It was noted that the Bishop Road Bridge will be among our first projects.
- Discussed the extensive hall repairs needed and will bring quotes and options to the budget workshop meeting.
- Working on the Liability Insurance renewal
- Discussed an email about potentially creating a Solar/Wind Ordinance - No action taken on this.
- Discussed the following potential policies. These will be discussed more at our March board meeting
  - Cost of Living Adjustment Policy
  - Public Comment Policy
  - Attendance Policy for employees Policy
  - Pet Policy in Township owned properties Policy

Clerk Yaros motioned to pay bills 21448 thru 21484 for a total of \$41, 081.74, seconded by Trustee Ebenhoeh. Motion passed.

Public Comment: A question was asked about the missing member from the Board of Review Training. A question was raised regarding deer processing operations in the area, Peterman will provide a list to the Zoning Administrator to look into so they are all treated the same.

Trustee Ebenhoeh motioned to adjourn the meeting, seconded by Treasurer Jaster. Motion passed. The meeting adjourned at 7:59 p.m.

# Maple Grove Township Tax Collection

(July 2024 - February 2025)

<b>Total Tax Collected</b>	<b>\$4,516,247</b>	<b>100.0%</b>
<b>County (millages)</b>		<b>30.3%</b>
County Operating	\$512,459	11.3%
Event Center	\$47,482	1.1%
Hospital	\$42,271	0.9%
Mosquito	\$105,690	2.3%
Castle Museum	\$21,068	0.5%
County Parks	\$31,035	0.7%
Senior Citizens	\$62,258	1.4%
Animal Control	\$44,839	1.0%
Sheriff	\$184,675	4.1%
Zoo	\$21,100	0.5%
Dial 911	\$29,535	0.7%
Health	\$50,642	1.1%
Delta	\$217,335	4.8%
<b>Township</b>		<b>18.5%</b>
Roads (millage)	\$211,386	4.7%
Sp. Asses (Ambulance)	\$203,600	4.5%
Sp. Asses (Trash)	\$200,266	4.4%
Sp. Asses (Drains)	\$85,626	1.9%
Sp. Asses (Mist Lighting)	\$1,140	0.0%
* Local Admin	\$41,859	0.9%
* Local Operating	\$90,183	2.0%
<b>Schools (millages)</b>		<b>51.2%</b>
New Lothrop	\$995,688	22.0%
Shiaw. ISD	\$470,972	10.4%
Montrose	\$35,002	0.8%
Gen ISD	\$13,397	0.3%
Chesaning	\$99,893	2.2%
Sag ISD	\$63,426	1.4%
State Edu. Trust	\$633,420	14.0%

\* Stays with the township

## Sick Time Policy

Maple Grove Township is committed to providing its employees with the time off necessary to address medical needs for themselves and their family members. The Township will adhere to the Earned Sick Time Act, as amended.

### A. Accrual.

1. Hourly, non-exempt Township employees shall accrue one (1) hour of paid sick time for every thirty (30) hours worked for the Township.
2. Salaried, ~~non~~-exempt Township employees will also accrue one (1) hour of paid sick time for every thirty (30) hours worked. Salaried, ~~non~~-exempt employees shall be assumed to work their ordinary number of hours per week and ~~must track and submit to the number of hours worked per month. These hours must be reported to the clerk by the end of each month. Failure to report hours may be subject to discipline up to and including termination of employment.~~ ~~or forty (40) hours per week, whichever is less.~~

### B. Sick Time Usage & Carryover.

1. All employees shall be entitled to use up to 72 hours of paid sick time per calendar year.
2. Employees shall carry over any unused sick time from one calendar year to the next.
3. Employees will ~~not~~ be paid out for accrued but unused sick time, ~~up to 72 hours,~~ when they separate from employment with the Township for any reason.
4. Sick time will be paid at the employee's ordinary hourly rate of pay.
5. Employees hired after February 21, 2025 are required to wait 120 days after beginning their employment before using accrued sick time.
6. Any employee without continuous employment who is rehired within ~~two~~~~six~~ (26) months of separation will have their sick bank reinstated to the level it was prior to their separation. Any employee separated from Township employment for ~~two~~~~six~~ (26) or more months will have their sick bank reset to zero upon rehire.

**C. Permitted Uses for Sick Time.** Employees may use paid sick time under any of the following circumstances:

1. An employee or family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee or mental or physical illness, injury, or health condition; or preventative care for the employee or their family member.
2. An employee or a family member is the victim of domestic violence or sexual assault and needs time off for medical / psychological care, to obtain services from a victim services organization, to relocate, to obtain legal services, or to participate in any civil or criminal proceedings.
3. For a meeting at the employee's child's school or place of care related to the child's health or disability or the effects of domestic violence or sexual assault on the child.
4. For the closure of the employee's workplace or the employee's child's school or place of care if such locations are closed due to a public health emergency or it is determined by a health care provider that the employee or a family member's presence in the community would jeopardize the health of others due to exposure to a communicable disease.

An employee using sick time for any reason other than listed in this Section may be subject to discipline up to and including termination of employment.

D. **Requests for Sick Time.** When requesting sick time, employees shall adhere to the following rules:

1. If the need for sick time is foreseeable, the employee must provide notice at least seven (7) days in advance.
2. If the need for sick time is not foreseeable, the employee must provide notice as soon as practical~~able~~.
3. All time off requests must be emailed to the Office Manager and Clerk for tracking purposes.
4. If an employee fails to provide notice as required in this Section may be subject to discipline up to and including termination of employment.

E. **Retaliation.**

1. Retaliation for exercising rights guaranteed under the Earned Sick Time Act is prohibited by Township policy and state law. The Township will not take action against an employee for engaging in any activities covered under this Policy.

2. An employee who believes their rights under this Policy and/or state law have been violated may bring a civil action against the Township or may file a complaint with the Wage & Hour division of the Bureau of Employment Relations.

RESOLUTION FOR SUBMISSION OF APPLICATION TO DNR RECREATION PASSPORT GRANT

MAPLE GROVE TOWNSHIP

SAGINAW COUNTY, STATE OF MICHIGAN

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Minutes of a regular meeting of the Township Trustees of Maple Grove Township, Saginaw County, State of Michigan, held on the 17th day of March, 2025 at 7:00 p.m., prevailing Eastern Time.

RESOLUTION #: 2025-\_\_\_\_\_

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION TO THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT PROGRAM FOR DEVELOPMENT OF MAPLE GROVE TOWNSHIP PARK

WHEREAS, the location of the proposed project is within the jurisdiction of Maple Grove Township.

WHEREAS, the TOWNSHIP has determined that the proposed project, if completed, will be a benefit to the community.

WHEREAS, the amounts that are being requested under this grant is from the Michigan DNR's Recreation Passport grant program in an amount not to exceed \$100,000.00.

WHEREAS, the amount referenced above will be matched with funds from Maple Grove Township in an amount not to exceed \$25,000.00.

IT IS THEREFORE RESOLVED THAT:

1. The board supports submission of an Application to the Michigan Department of Natural Resources Recreation Passport Grant Program for Development of Maple Grove Township Park for an amount not to exceed \$100,000.00.
2. The amount referenced above will be matched with funds from Maple Grove Township in an amount not to exceed \$25,000.00.
3. The Supervisor is authorized to sign the Applications.



4. Any resolution or part of a Resolution in so far as they conflict with the provisions of this resolution are hereby rescinded.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Tish Yaros, Maple Grove Township Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Trustees of Maple Grove Township, Saginaw County, State of Michigan, at a regular meeting held on March 17, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

03/17/2025 12:17 PM  
 User: KIRK  
 DB: Maple Grove Twp

CHECK DISBURSEMENT REPORT FOR MAPLE GROVE TWP, SAGINAW COUNTY  
 CHECK DATE FROM 02/27/2025 - 03/17/2025  
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
03/17/2025	GEN	189 (E)	CONSUMERS ENERGY	02/01 - 02/28	920.001	265	112.08
03/17/2025	GEN	190 (E)	CONSUMERS ENERGY	FEB MISTEGUAY LIGHTING	804.003	450	140.18
03/17/2025	GEN	191 (E)	CONSUMERS ENERGY	LIGHTING - TWP PROP	920.001	265	144.86
03/17/2025	GEN	192 (E)	CONSUMERS ENERGY	02/06 - 03/06	920.003	751	28.69
03/17/2025	GEN	193 (E)	CONSUMERS ENERGY	02/05 - 03/05	920.002	336	741.12
03/17/2025	GEN	194 (E)	CONSUMERS ENERGY	02/05 - 03/05	920.000	265	732.07
03/17/2025	GEN	195 (E)	CONSUMERS ENERGY	02/01 - 02/28	920.001	265	24.21
03/17/2025	GEN	196 (E) #	VISA	OFFICE SUPPLIES	727.000	210	83.31
				JAN - OFFICE BRIGHTSPEED	850.000	210	153.18
				JAN - OFFICE INTERNET	850.000	210	99.99
				JAN - GOOGLE HOSTING	705.002	228	100.80
				TONER FOR PRINTING	727.000	262	115.54
				JANUARY FUEL	759.000	336	280.56
				JAN - FIRE BRIGHTSPEED	850.000	336	156.54
				CHECK GEN 196(E) TOTAL FOR FUND 101:			<u>989.92</u>
03/17/2025	GEN	197 (E) #	VISA	TONER	727.000	210	103.49
				PAGER/PHONE/INTERNET/RADIO	850.000	210	154.45
				FEBRUARY HOSTING	705.002	228	99.16
				DOOR CLOSER	930.000	265	64.63
				FEB PAYMENT	852.000	336	156.74
				CHECK GEN 197(E) TOTAL FOR FUND 101:			<u>578.47</u>
03/17/2025	GEN	21485	DELTA FIRE PROTECTION LLC	MAINTENANCE (EQUIP)	931.000	336	40.00
03/17/2025	GEN	21486	FAHEY SCHULTZ BURZYCH RHODES PLC	INVOICE 27407	803.001	266	130.00
				INVOICE 27408	803.001	266	302.50
				INVOICE 27409	803.001	266	113.33
				CHECK GEN 21486 TOTAL FOR FUND 101:			<u>545.83</u>
03/17/2025	GEN	21487	MICHIGAN STATE FIREMEN'S	DUES/TRNG/CONV/SCHOOLS/SEMINARS	957.000	336	305.10

03/17/2025 12:17 PM  
 User: KIRK  
 DB: Maple Grove Twp

CHECK DISBURSEMENT REPORT FOR MAPLE GROVE TWP, SAGINAW COUNTY  
 CHECK DATE FROM 02/27/2025 - 03/17/2025  
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
03/17/2025	GEN	21488	MICHIGAN TOWNSHIPS ASSOCIATION	DUES/TRNG/CONV/SCHOOLS/SEMINARS	957.000	701	150.00
03/17/2025	GEN	21489	MID MICHIGAN WASTE AUTHORITY	REFUSE COLLECTION	804.004	528	16,944.60
03/17/2025	GEN	21490	SPECTRUM PRINTERS, INC.	ENVELOPES	727.000	262	774.53
03/17/2025	GEN	21491#	VIEW NEWSPAPER GROUP	NOTICES, EXPENSES, PRINTING	900.000	210	48.60
				NOTICES, EXPENSES, PRINTING	900.000	247	60.75
				NOTICES, EXPENSES, PRINTING	900.000	253	60.75
				NOTICES, EXPENSES, PRINTING	900.000	701	24.30
				CHECK GEN 21491 TOTAL FOR FUND 101:			<u>194.40</u>
03/17/2025	GEN	21492	KCI	ASSESSMENT SENDING POSTAGE	900.000	701	596.25
03/17/2025	GEN	21493	AUTO-WARES GROUP	BRUSH 7 BATTERY	932.000	336	168.36
03/17/2025	GEN	21494	LIONBEAR VENTURES, LLC	BILL DATE 02/01 - 02/28	801.002	751	375.00
03/17/2025	GEN	21495	JACKSON TRUCKING LLC	DIAMOND DUST INVOICE 12328	930.000	751	9,422.71
03/17/2025	GEN	21496	TREETOP PROPERTIES LLC	SNOW PLOW BALL FIELDS	930.000	751	160.00
03/17/2025	GEN	21497	ROBERT MILLER	20 HR VEHICLE STAB AND EXTRACTIONS	957.000	336	700.00
03/17/2025	GEN	21498	DANNY EVANS	20 HR ADVANCE VEHICLE STAB / EXTRACTION	957.000	336	900.00
03/17/2025	GEN	21499	SHANA ESPINOZA	SHANA E	255.000	000	200.00
03/17/2025	GEN	21500	JULIE BITTERMAN	JULIE BITTERMAN	255.000	000	200.00
03/17/2025	GEN	21501	NORTH BREATHING AIR, LLC	BUILDING MAINTENANCE	930.001	336	170.00
				Total for fund 101 GENERAL FUND			35,338.38
			TOTAL - ALL FUNDS				35,338.38

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Check Register Report For Maple Grove Twp, Saginaw County  
For Check Dates 03/10/2025 to 03/17/2025

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
03/17/2025	GEN	21502	CICALO, CYNTHIA J.	672.00	517.04	0.00	Open
03/17/2025	GEN	21503	SHARPE, REGINA I.	931.00	820.21	0.00	Open
03/17/2025	GEN	21504	VINCKE, NANCY A	616.00	542.70	0.00	Open
03/17/2025	GEN	21505	ANDRES, PATRICK G.	666.67	587.34	0.00	Open
03/17/2025	GEN	21506	EBENHOEH II, JOHN F.	4,000.00	3,694.00	0.00	Open
03/17/2025	GEN	21507	GARCIA, ALEX G	416.67	367.08	0.00	Open
03/17/2025	GEN	21508	GRAY JR, JAMES R.	150.00	132.14	0.00	Open
03/17/2025	GEN	21509	JASTER, JOSIAH R	333.33	307.83	0.00	Open
03/17/2025	GEN	21510	KOEPPLINGER, DAWN M.	333.33	293.66	0.00	Open
03/17/2025	GEN	21511	NEUHAUS III, WILLIAM J.	60.00	52.86	0.00	Open
03/17/2025	GEN	21512	TALLON, SCOTT M.	333.33	207.83	0.00	Open
03/17/2025	GEN	21513	YAROS, KIRK D.	541.67	290.22	0.00	Open
03/17/2025	GEN	21514	YAROS, KIRK D.	333.33	293.65	0.00	Open
03/17/2025	GEN	21515	EBENHOEH, MARC S	350.00	308.34	0.00	Open
03/17/2025	GEN	21516	ERHARDT JR, JOSEPH	350.00	308.34	0.00	Open
03/17/2025	GEN	21517	JASTER, RONALD H	1,416.67	1,283.29	0.00	Open
03/17/2025	GEN	21518	PETERMAN, WESLEY C.	1,500.00	1,296.50	0.00	Open
03/17/2025	GEN	21519	YAROS, TISH R.	1,833.33	1,106.08	0.00	Open
03/17/2025	GEN	21520	BIRCHMEIER, RONALD J.	437.50	385.44	0.00	Open
03/17/2025	GEN	21521	KRUPP, RALPH C.	437.50	385.44	0.00	Open
03/17/2025	GEN	21522	PETERSON, HAILEY M	362.50	334.76	0.00	Open
03/17/2025	GEN	21523	SYMONS, CODY A	437.50	404.03	0.00	Open
Totals:			Number of Checks: 022	16,512.33	13,918.78	0.00	
Total Physical Checks:			22				
Total Check Stubs:							