

Township of Greenbush
Alcona County, MI
Township Board of Trustees
Regular Meeting March 10, 2026 - MINUTES

1. Call to Order

Supervisor Major called the meeting to order at 6:00 pm at the Greenbush Township Hall and led in the Pledge of Allegiance.

2. Roll Call

Supervisor Major conducted a roll call. The following board members were present: Supervisor Major, Treasurer Kehoe, Trustee Franks, and Trustee Parent. The Clerk’s position is vacant. There was a quorum present. Additionally, Zoning Administrator Scott, Constable Giannetti, Planning Commission Chair Przybylinski, County Commissioner Brummund, NEMCOG Executive Director/CEO Doug Baum, and Melissa Curth (guest) were present.

3. Agenda

The agenda was amended to add item 11.c – NEMCOG. Motion by Supervisor Major, seconded by Trustee Franks to accept the agenda as amended. Motion carried.

4. Approval of Minutes from Last Meeting

- a. Regular Board Meeting of February 10, 2026.
 - i. Revise item 11.a to change “seconded by Trustee” to “seconded by Trustee Franks”. Motion by Trustee Parent, seconded by Trustee Franks to accept minutes of Regular Board Meeting of February 10, 2026 as amended. Motion carried.
- b. Special Board Meeting of February 17, 2026.
 - i. Motion by Trustee Franks, seconded by Treasurer Kehoe to accept minutes of Special Board Meeting of February 17, 2026 as presented. Motion carried.

5. Public Comment – First

Opened at 6:14 pm. There were no public comments. Closed at 6:15 pm.

6. Financial Report

- a. Treasurer Kehoe introduced her guest Ms. Melissa Curth.
- b. Treasurer Kehoe presented the financial report:

Fund	Balance, \$	MI CLASS Balance, \$
General	305,531.08	522,564.31
Fire	128,925.25	317,644.80
Road	175,170.92	472,453.09
Prince Drive	13,146.12	N/A

Motion by Trustee Franks, seconded by Trustee Parent to accept the financial report as presented and place on file for audit. Roll call vote: Trustee Franks – yes, Supervisor Major – yes, Trustee Parent – yes, Treasurer Kehoe – yes. Motion carried.

7. Presentation of Bills and Budget

The Clerk position is vacant. No bills can be paid while Clerk position is vacant. Table February bills and budget review until Clerk position is filled. The Township Board of Trustees (Board) noted no cost center expenditures exceeded budgeted amount.

8. Miscellaneous Reports

- a. Planning Commission
 - i. Chair Przybylinski updated the board:
 - 1. The township should hear by May or June 2026 if the grant associated with State of Michigan Coastal Zone Management Application is awarded to update the zoning ordinance. If awarded, NEMCOG wouldn’t start updating until spring 2027.

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2. The Planning Commission is down to 3 members. Member Muncie will be resigning, hopefully temporarily. Member Story (previous Township Board member) no longer member. Chair Przybylinski asked Shannon Story to be member and serve as secretary. Some discussion. The Board advised Member Muncie will have to formally resign before a replacement can be appointed. Trustee Parent asked Chair Przybylinski to ask Shannon Story to submit a letter of interest to serve on the Planning Commission.
 - b. Zoning Administrator
 - i. Zoning Administrator Scott presented her February 2026 report to the Board.
 - c. OWAA
 - i. OWAA Representative Franks (Trustee Franks) reported to the Board on OWAA activities discussed at the last meeting:
 1. 2025 audit completed and reported clean
 2. Jack Brown, Airport Manager is retiring with May 15, 2026 his last day
 - d. Constable
 - i. Constable Giannetti reported that all township liquor license holders are in compliance.
 - e. County Commissioner
 - i. Commissioner Brummund presented her packet to the Board. Commissioner Brummund asked the Board to submit a letter of opposition to House introduced bills 5529-5532 to state representatives as these are “a direct affront to local government determining what is best for their individual area”. Chair Przybylinski supports Commissioner Brummund’s recommendation.
 - f. Fire Chief
 - i. Fire Chief Franks (Trustee Franks) reported to the Board that for February 2026 there were 5 fire calls and 19 medical first responder calls. The Fire Department will attend a joint USFS and MDNR wildland fire refresher on March 19, 2026. Fire Chief Franks asked Treasurer Kehoe if there was any information on a Fire Department fuel card from Huron Community Bank (HCB). Treasurer Kehoe reported HCB would issue if in one person’s name, not the Township and would limit to 1 card. Fire Chief Franks advised Treasurer Kehoe that the card could be issued in his name and requested a limit of \$500. Treasurer Kehoe will proceed with HCB.
 - g. Hall Rental
 - i. Supervisor Major advised the next scheduled rental is April 10, 2026. Treasurer Kehoe asked about a previously discussed rental to celebrate a resident’s 100th birthday. Supervisor Major advised agreement is incomplete as required insurance information is outstanding.
 - h. GRAC
 - i. No report. GRAC not meeting until spring.
 - i. Assessor
 - i. No report. Supervisor Major advised the Board the Board of Review organizational meeting was held March 3, 2026, the first meeting for petitions was held March 9, 2026, and the second meeting for petitions is scheduled for March 11, 2026.
9. Correspondence
- a. Trustee Franks had no correspondence to share.
 - b. Trustee Parent had no correspondence to share.

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- c. Treasurer Kehoe had the following correspondence to share:
 - i. Received a request for Township's Michigan Unemployment Insurance Agency (UIA) account number. Shannon Story (previous Township Clerk) was unable to determine if the Township had an account number and State of Michigan unable to find that an account number was previously issued. Treasurer Kehoe is working to get a UIA account number for the township.
 - ii. Received Early Voting Agreement from Alcona County. Supervisor Major will forward to Trustees Franks and Parent to be able to discuss at next meeting.
- d. Supervisor Major had the following correspondence to share:
 - i. David Dailey advised he is ready to resign from the Cedar Lake Improvement Board as the Township representative. Supervisor Major advised he is interested in serving as the Township representative. Received letter of interest from Township resident to serve as the Township representative, will share with the Board. [No action until David Dailey formally submits his resignation.](#)

10. Pending Business

- a. American Rescue Plan Act – no update
- b. Action items – no update
- c. FOIA request policy – no update
- d. Hotspot – no update
- e. Outhouses – no update
- f. Speed limit on Main Street – no update
- g. ESTA
 - i. Supervisor Major followed up with Township Attorney. Attorney White will follow up with NEMCOG again.
- h. Park play equipment/extra soil
 - i. Some discussion
- i. Cedar Lake Park bath house bids
 - i. Board was waiting on grounds contract from previous Township Clerk to understand agreement. Treasurer Kehoe advised previous Township Clerk returning township records and previous Township Clerk advised there is a book of contracts.
- j. Microsoft/Adobe – complete/remove
- k. Fiscal Year 2026-27 Budgets, GAA, and Budget Public Hearing
 - i. Agenda items for special meeting scheduled for March 17, 2026. Treasurer Kehoe asked if the Clerk is required to sign the GAA. Supervisor Major will check into requirements.
- l. Clerk Position
 - i. Supervisor Major advised that a notice requesting letters of interest for the Clerk position.
 - ii. Treasurer Kehoe advised that the individual previously identified as potentially interested in the Clerk position is not eligible, they are however eligible for the deputy Clerk position. Trustee Franks and Supervisor Major both advised they have been mentioning the available position with no interest received. Treasurer Kehoe advised she may have identified an interested person.

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- iii. Treasurer Kehoe advised Shannon Story has more township property/records to return. Treasurer Kehoe has the Clerk's phone and is answering it. Shannon Story is interested in helping with elections.

11. New Business

- a. Draft revised Township Hall Rental Agreement
 - i. Supervisor Major advised revision was reviewed and revised by Township Attorney and insurance provider. There is one final question to resolve before draft presented to the Board for consideration.
- b. Draft revised Spencer Park Pavillion Rental Agreement
 - i. Supervisor Major advised revision was reviewed similar to Hall Rental Agreement and will be presented to the Board for consideration.
- c. NEMCOG
 - i. Doug Baum, NEMCOG Executive Director/CEO provided the Board information and briefing on the Michigan Coastal Management Program and NEMCOG Coastal Leadership Academy – Adaptation Strategies for Coastal Hazards workshop and invited the Board to participate.

12. Public Comment – Second

- a. Opened at 7:19 pm.
 - i. Commissioner Brummund:
 - 1. When with the Board remove Shannon Story from Township accounts?
 - a. Some discussion
 - 2. Asked what will be covered in upcoming special meeting schedule for March 17, 2026? Stated notice must include details of what will be covered.
 - a. Some discussion
 - ii. Tim Giannetti:
 - 1. Asked about new playground equipment at Spencer Park and new bathrooms, believes it is important for kids to have a place to play, asked about Spencer Park Pavillion rental, and appreciative of Board's efforts to provide new playground equipment and park. Board clarified the new playground equipment is smaller in size than anticipated, discussion was regarding demolishing the bathhouse at Cedar Lake Park and 2 outhouses at Spencer Park, and Spencer Park Pavillion rentals are limited to residents and property owners of the township.
 - iii. Melissa Curth:
 - 1. Introduced herself as resident of township for 10 years, loves the township, retired and looking for something to do.
- b. Closed at 7:31 pm.

13. Adjournment

There being no further business to conduct Supervisor Major declared the meeting closed at 7:31 pm.

Minutes prepared by Supervisor Major on March 12, 2026. Minutes approved on March 31, 2026.