

Township of Greenbush
Alcona County, MI
Township Board of Trustees
Special Meeting March 31, 2026 - MINUTES

1. Call to Order
Supervisor Major called the Township of Greenbush Board of Trustees (Board) meeting to order at 5:00 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: Trustee Franks, Supervisor Major, Trustee Parent, and Treasurer Kehoe. The Clerk position is vacant. All board members were present; there was a quorum present. County Commissioner Brummund and Melissa Curth were also present.
3. Agenda
Motion by Trustee Parent, seconded by Trustee Franks to accept the agenda as presented. Motion carried.
4. Approval of Minutes from Last Meeting
 - a. Regular board meeting – March 10, 2026
 - i. Revise item 9.d to add “*No action until David Dailey formally submits his resignation.*” to end of section. Motion by Trustee Franks, seconded by Treasurer Kehoe to accept minutes of regular board meeting of March 10, 2026 as amended. Motion carried.
 - b. Special board meeting – March 17, 2026
 - i. Revise item 4.a to change “*March 10, 2025*” to “*March 10, 2026*”. Motion by Supervisor Major, seconded by Trustee Parent to accept minutes of special board meeting of March 17, 2026 as amended. Motion carried.
 - c. Budget public hearing – March 17, 2026
 - i. Motion by Trustee Franks, seconded by Treasurer Kehoe to accept minutes of budget public hearing of March 17, 2026 as presented. Motion carried.
5. Public Comment – First
Opened at 5:06 pm. Melissa Curth made the comments that she was glad to be in attendance and appreciated the board considering her for appointment to township clerk. Closed at 5:07 pm.
6. Pending Business
 - a. Fire Department fuel card
Treasurer Kehoe advised Huron Community Bank (HCB) can’t issue two separate credit cards in Fire Chief Franks’ (Trustee Franks) name. Treasurer Kehoe requested HCB issue a duplicate of Trustee Franks’ township credit card for use as a fire department fuel card.
 - b. Board of Review
Supervisor Major advised the Townships of Greenbush and Mikado Board of Review (combined Board of Review) was a success and functioned perfectly for the March 2026 meetings.
 - c. Cedar Lake Improvement Board representative appointment
Supervisor Major read letter of interest and reviewed resume of individual interested in the Township of Greenbush representative to the Cedar Lake Improvement Board. Supervisor Major expressed interest in being the representative as well. The Board will appoint a representative following receipt of David Dailey’s formal resignation letter.
 - d. Missing township employee W2s
Treasurer Kehoe advised she had received copies of missing W2s from former Clerk Story who advised she would deliver copies to employees. Treasurer Kehoe communicated with the employees to verify former Clerk Story had delivered the W2s and has had no response so assuming they received W2s. Treasurer Kehoe expressed concern that the W2s she received from former Clerk Story were not generated by the township accounting software

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rather they were typed and possibly not acceptable by the IRS because they likely were not submitted electronically as required by the Paperwork Reduction Act. Treasurer Kehoe following up on concerns.

e. Clerk appointment

Supervisor Major advised that Melissa Curth's letter of interest submitted to the Board was the only one received.

Motion by Treasurer Kehoe, seconded by Trustee Franks to appoint Melissa Curth to Township of Greenbush Clerk position immediately. Roll call vote: Trustee Franks – yes, Supervisor Major – yes, Trustee Parent – yes, Treasurer Kehoe – yes. Clerk – vacant. Motion carried.

Supervisor Major Administered the Oath of Office to Melissa Curth as new Township Clerk. (Note that Clerk Curth's appointment is not for the balance of the term, "*rather until a successor is elected at the next general November election. That person elected then holds the office for the remainder of the term. (MCL 168.362)*" (MTA, 2020))

Motion by Treasurer Kehoe seconded by Trustee Franks to assign Clerk Melissa Curth as authorized signer on all township checking accounts at Huron Community Bank as Township Clerk. Roll call vote: Trustee Franks – yes, Supervisor Major – yes, Trustee Parent – yes, Treasurer Kehoe – yes. Clerk Curth – yes. Motion carried.

f. Planning Commission appointment

No additional letters of interest have been received to date. Deadline to submit letter of interest is April 6, 2026. No appointments made pending response to published notice.

g. Spencer Park resolution on park rental policy and agreement

Treasurer Kehoe offered comments on the draft rental agreement resulting in changes. Supervisor Major will prepare resolution on park rental policy and agreement.

h. Township hall standby generator

No update.

7. New Business

a. Spencer Park ice storm cleanup

Treasurer Kehoe asked if township lawn care contractor's insurance has been reviewed lately? Some discussion on email and text from lawn contractor regarding cleanup and repairs. Supervisor Major will ask lawn care contractor for an estimate of proposed work.

b. Status of documents and equipment return from previous Clerk

Treasurer Kehoe advised the township should have everything from former Clerk Story and her Township Hall access code can be deleted.

8. Public Comment – Second

Opened at 5:52 pm. There were no public comments. Closed at 5:53 pm.

9. Adjournment

There being no further business to conduct Supervisor Major declared the meeting closed at 6:01 pm.

Minutes prepared by Supervisor Major on March 31, 2026. Minutes approved on April 14, 2026.