

LAKE TOWNSHIP
Monthly Meeting Minutes - **AMENDED**



LAKE TOWNSHIP

December 4, 2025

7:00PM Meeting called to order by Mary Pitcher. **Pledge of Allegiance** recited by all.

Present: Treasurer Maryanne Goodman, Trustee Kyle Orr, Supervisor Mary Pitcher and Clerk Penny Georgevich.

Addition of Budget Adoption meeting and Laketwp.gov added to agenda under New Business.

Motion to approve Minutes from Board Meeting November 6, 2025 by Goodman, supported by Orr; Ayes: All. Motion carried.

Motion to approve Minutes from Special Meeting November 11, 2025 by Orr, supported by Goodman; Ayes: All. Motion carried.

Motion to approve Minutes from Electon Committee Meeting October 20, 2025 by Goodman, supported by Pitcher; Ayes: All. Motion carried.

Motion to approve Minutes from Budget Meeting March 6, 2025 as amended (Pitcher excused) by Orr, supported by Goodman; Ayes: All. Motion carried.

Financial Reports:

Treasurer Report - **General Fund** presented by Maryanne Goodman. Motion by Goodman to approve the General Fund report as read; supported by Georgevich. Roll Call - Ayes: Orr, Pitcher, Georgevich, Goodman; Motion carried.

Fire Fund presented by Maryanne Goodman. Motion by Goodman to approve the Fire Fund report as read; supported by Orr; Roll Call - Ayes: Pitcher, Orr, Georgevich, Goodman; Motion carried.

Budget Amendments General Fund - Motion by Goodman to accept General Fund Budget Amendments as presented; supported by Georgevich; Roll Call – Ayes: Pitcher, Goodman, Orr, Georgevich; Motion carried.

Budget Amendments Fire Fund - Motion by Goodman to accept Fire Fund Budget Amendments as presented; supported by Orr; Roll Call – Ayes: Georgevich, Pitcher, Goodman, Orr; Motion carried.

Clerk's Report – **Gen Fund** – Motion by Georgevich to approve the payment of township accounts in the amount of \$34,459.89; supported by Orr; Roll Call – Ayes: Goodman, Georgevich, Pitcher, Orr. Motion carried.

Fire Fund – Motion by Georgevich to approve payments in the amount of \$240.45: supported by Goodman – Orr, Georgevich, Pitcher, Goodman. Motion carried.

No Public comment on agenda



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Guests: None

Township Depts.:

- a) Zoning Administrator report: Written report submitted and highlighted. Joint hearing with Planning Commission and ZBA for property at 1080 Crystal Drive, December 18 5:00pm at Township Hall;
- b) Planning Commission: Continuing work on Zoning Ordinance. Consultant attending next meeting January 15, starting ~~early at 6:00pm~~ later at 7:00pm.
- c) Code Enforcement Officer & Maintenance: Put up Christmas lights; Written report submitted.
- d) Assessor: Written report submitted.
- e) Park Committee:
- f) Supervisor's report: included within agenda.
- g) Website Committee: new logo on agenda.
- h) Fire Report: Written report submitted.

Community Updates:

- Commissioner Jeannot, District 2 – written report submitted.
- Commissioner Trigg, District 3 – written report submitted, highlights provided. Shared further details on Materials Management Planning Committee meeting and Road Commission information.

New Business:

- A. Trustee Opening – received four applications for open trustee position. Special meeting to interview candidates on Monday, December 8, 5:00pm at Township Hall.
- B. IntraFi from Honor Bank – Motion to investigate further and leave it open as a possibility for the treasurer to invest money with IntraFi with Honor Bank by Goodman; supported by Georgevich; Roll Call – Ayes: Goodman, Pitcher, Georgevich, Orr; Motion carried.
- C. 2026 Board Meeting dates & Holiday Schedule – Motion to set 2026 Board Meeting dates with January meeting amended to Friday, January 2, by Georgevich; supported by Goodman; Ayes: All. Motion carried. Motion to adopt Holiday Schedule for 2026 by Goodman; supported by Orr; Ayes: All. Motion carried.
- D. Email provider – Motion by Georgevich to move email to Microsoft 365 Business Standard through Anavon with making this effective January 1, 2026; supported by Orr; Roll Call – Ayes: Pitcher, Orr, Goodman, Georgevich. Motion carried.
- E. Policies – Motion to adopt Credit Card Use Policy with amendment to add Treasurer with Clerk to review monthly statements by Pitcher; supported by Orr; Ayes: All. Motion carried. Motion to adopt Technology Acceptable Use Policy as presented; supported by Goodman; Ayes: All. Motion carried.



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- F. Short Term Rentals Ordinance review – nothing at this time.
- G. Summer School Property Taxes – Motion by Goodman to enter into agreement with Northwest Education Services for collection of Summer School Property Taxes; supported by Orr; Roll Call – Ayes: Pitcher, Orr, Georgevich, Goodman. Motion carried.
- H. ARPA reporting assistance – Motion by Goodman to have auditor do the SLFRF project expenditure report; supported by Orr; Roll Call – Ayes: Goodman, Georgevich, Orr, Pitcher. Motion carried.
- I. Resolution for Poverty Exemption for 2026 Assessments – Motion by Georgevich to adopt Resolution 2025-12-05 for Poverty Exemption for 2026 Assessments as amended; supported by Goodman; Ayes: All. Motion carried.
- J. Budget Workshop discussed for January 26, 2026, 1:00pm. Motion to set Budget Public Hearing on February 9, 2026, 5:00pm for the 2026-2027 Budget by Orr; supported by Georgevich; Ayes: all. Motion carried. Motion by Goodman to set Budget Adoption Meeting on March 5, 2026, 6:30pm; supported by Georgevich; Ayes: All. Motion carried.
- K. Laketwp.gov – Clerk is researching a .gov web address for township.

Unfinished Business:

Correspondence reviewed

General Board Discussion:

- A. Georgevich mentioned savings on Republic Services for township.

Public Comment heard.

8:33PM **Motion to adjourn** meeting by Orr; supported by Goodman; Ayes: All; Motion carried.

Public In Attendance: 13

Penny Georgevich, Clerk