# Approved
# *Concord Township Board Meeting*
# *Minutes*
# *September 8, 2025*

The Concord Township Board held a regular meeting at the Township Office at 121 Grove Street, Concord, Michigan, 49237.

**Board members present:** Treasurer Judy Clark, Supervisor David Saenz, Clerk Terri Butts, Trustee Stephanie Finegan and Trustee Guthrie Colburn.

**Board members absent:** None

**Public Attendance**:
Russ Carson, Ken Wyatt, Richard Kline, Deputy Larry Jacobson, Janis Caruso-Russell and Jeff Haines.

Supervisor David Saenz called the meeting to order at 5:30 pm.

Pledge of Allegiance was recited.

**Approval of Agenda:**
Meeting Agenda was approved after changing spelling errors and under new business revise budget dates. Trustee Colburn made a motion to accept and Trustee Finegan seconded.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

**Public Comments:** Commissioner Poleski was not present. Earl will not be at the September or October meetings. You can visit the County website at https://www.mijackson.org/365/Jackson-County-Commissioners for additional information.

**Board Minutes:**
Motion was made by Trustee Colburn and seconded by Trustee Finegan to accept the minutes from August as printed.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

**Approval Agenda - General Fund Bills for September 2025:** The General Fund bills were presented by Clerk Butts in amount of $22,556.98. Motion was made by Trustee Colburn and seconded by Trustee Finegan to approve the disbursements.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

**Consent Agenda:**
Reports accepted by the Consent Agenda;

- Revenue & Expenditure Report and Financials Report - Treasurer Clark.

The following questions were asked and clarified by Treasurer Clark:

1. 3 CDs referenced for cemetery = 1 is for only chapel and the other 2 can be used for other cemetery expenses with no restrictions.

2. 2 CDs for cemetery with no restrictions can we combine both accounts into 1 account? Next year in June they will be combined.

- Elections Report – Clerk Butts
- Assessing Report - Supervisor Saenz – No Report
- Fire Reports - Trustee Colburn
- Police Blotter Report – Deputy Jacobson
- Planning Commission – Trustee Finegan

**Old Business/Unfinished Business:**

a. Verkada Camera System – Meeting with company and asking for a quote tomorrow.

b. Sheryll Dishaw resignation of deputy clerk position presented.
Trustee Colburn made a motion to accept and Treasurer Clark seconded.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

c. Liberty Plumbing Cemetery Water quotes presented by Clerk Butts. Motion made by Trustee Colburn and seconded by Clerk Butts to approve only the quote for winterization to be completed this year. Obtain and review other Plumbing company's quotes for water repairs and improvements for the water system at the cemetery.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

**New Business:**

a. July 1, 2023-June 30, 2025 completed audit by Drake Accounting

b. Hiring of Deputy clerk position- introduced Janis Caruso-Russell and the newly hired deputy clerk for Concord Township.

**Board Comments:**

Butts - None
Clark - None
Colburn - None
Finegan - None
Saenz -
a. Hutchisson Road/level one communication & cemetery and encampment. Talking points only
b. Meeting with Carr brothers. Talking points only
c. Meeting with DTE. Talking points only

**Adjournment:**

A motioned by Trustee Colburn, seconded by Treasurer Clark to adjourn at 6:29pm.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried***

Terri Butts, Concord Township Clerk 09/09/2025.

Minutes approved at the October 2025 Regular Board Meeting.