

CLARENCE TOWNSHIP
Regular Meeting
DECEMBER 8, 2025

CALL TO ORDE: The meeting was called to order at 7:00 P.M. by Supervisor Linda Kubiak

PLEDGE TO FLAG:

ROLL CALL: Present Linda Kubiak, Sheryl Proteau, Steve Lake, Ben Dancer, and absent: Will Smith

ADDITION OR DELETION: Motion by B. Dancer and supported by S. Lake to add to the Agenda: Email that 3 members received under correspondence, and information on the computers under unfinished business. motion approved

MINUTES: The minutes November 10, 2025 were presented, motion by B. Dancer and supported by S. Lake to accept minutes as printed. Motion approved

TREASURER REPORT: The Treasurer: Report was given by B. Dancer total of all funds for November \$1,437,720.30 motion by S. Lake and supported by S. Proteau to accept the treasurer’s report subject to Audit. Roll call vote: Lake yes, Proteau yes, L. Kubiak yes, Dancer yes motion approved 4 ayes 0 nays. Motion by approved.

GUEST SPEAKER: 7th District County Commissioner Gary Thompkins talked about things happening in our district and around the county. Wished everyone a Merry Christmas and Happy New Year.

CITIZENS COMMENTS: None at this time

CORRESPONDENCE: A. Letter from Harkness Law Firm PLLC re: Clarence Township Audit.
B. Email from Willard Smith on Hardware lifecycle report
C. 3 Board members received an email concerning the Fire Department.

COMMITTEE REPORT: **Fire Department: Steve/Linda/ Chief Ott:** We have had 43 rescues and 18 fires since July 1st.
Calhoun Road Dept: Ben/Walt/Linda going over list of roads
Planning Commission: Will: Next meeting is December 9, still updating Master Plan.
Website: Sheryl: Still working to improve website
Five Year Township Recreation Plan: Linda, we are gathering information for permanent restroom for the pavilion.
Sewer: Sheryl/Kent: No report.
Zoning Official: 3 permits last month.

UNFINIDHED BUSINESS: A. Vote on road project. We had 3 options, motion by Steve Lake and supported by Ben Dancer to go with option B Country club way to golf course, M Drive North 24 -26-mile road and P drive north 26 to Hatch Road. Roll Call vote: Lake yes, Dancer yes, Proteau yes and Kubiak No. Motion passed.
B Survey on video surveillance at township hall, waiting on result.
C. Computer update will talk to Kelly for all computers.

NEW BUSINESS: A. Stephen Moore, hookup on Morse Drive, Mr. Moore talked about how much he had paid to locate hookup for his sewer. He asks the board to reduce the sewer hookup fee. Board will look in to this.

B. Richard Collins just purchased a property on S Drive that had a large sewer bill, and he did not feel that it was his responsibility. After some discussion Steve Lake moved and seconded by Sheryl Proteauu to decline Mr. Collins request. Roll call vote taken: Lake yes, Proteau Yes, Dancer yes and Kubiak No. motion passed.
C. Township Audit and Fire Board Audit moved to January meeting 2026.

CITIZENS COMMENTS: One of the firemen talked about a letter that 3 of the board members had received, and asked for a meeting with the board.

PAY BILS: Motion by S. Lake and supported by D. Dancer to pay bills for last part of November \$27,634.21 and payroll for November \$11,439.90 and first part of December \$22,525.71, roll call vote taken: 4ayes 0 motion approved.

ADJOURN: Motion by S. Lake supported by B. Dancer to adjourn the meeting at 7:50 p.m. Approved.

Next regular meeting January 12, 2026

Clarence Township Clerk
Sheryl Proteau

Minutes Approved as Corrected_____