



Monthly Meeting Minutes

November 11, 2025

i. Call to order

Supervisor Bergeron called the meeting to order at 7:00 pm. Attendees: Trustees Brian McQueen, Tim Gulotta, and James Hutcheson, Supervisor Lisa Bergeron and 3 members of the public. Absent: Trustee Kingsnorth, Highway Commissioner Durand Pigott.

ii. Approval of prior meeting minutes

Trustee Hutcheson motioned to approve, Trustee McQueen seconded. The motion carried unanimously.

iii. Acceptance of Trustee resignation

Trustee Kingsnorth submitted his letter of resignation. Supervisor Bergeron motioned to accept the resignation, Trustee McQueen seconded. The motion carried unanimously. Supervisor Bergeron indicated the mandated process for filling Trustee positions would be followed which requires posting and acceptance of interest/resumes from all eligible residents, with interviews and a board vote to follow. The goal is to fill the Trustee opening which he will be appointed to complete the 3+ years of the term beginning 1/13/2026.

iv. Review of Budget to Actual FY26 (8 months)

Supervisor Bergeron reviewed the 8-month budget to actual for FY26 which shows a small difference in revenues for the year due primarily to lower State Revenue Sharing and interest income than budgeted. Salaries are expected to be lower than budgeted by 8% due to several months without a Supervisor in April/May and an expected 10-month period with Supervisor Bergeron serving as interim Clerk. The combined savings for these salary reductions is \$5,000.

All other expenses are expected to be 17% less than budgeted given no expected need for legal counsel, contingencies and with anticipation that the 23-year-old furnace will continue to be operational for the upcoming winter months. Supervisor Bergeron suggested that replacement of the furnace should be done proactively. Trustee McQueen and Trustee Gulotta expressed concern about the need to replace the furnace and believed that the furnace could just be fixed if it breaks down rather than replaced.

Supervisor Bergeron indicated that despite the savings in expenses and after receiving the audit bill for FY25, the Township will end the fiscal year with a \$53,000 net loss, reducing reserves to around \$37,000. Supervisor Bergeron indicated that the reserve balance should be closer to \$60,000 to ensure the Township has sufficient funds to cover the first quarter expenses of the next fiscal year since the first installment of tax revenues will not be received until the end of June.



Tax Levy Ordinance for 2026

Supervisor Bergeron reviewed the Township Levy Ordinance which increases by 2.9% for 2026. This increase will add approximately \$1 dollar per \$1,000 of property taxes paid. For example, a taxpayer who paid \$5,000 in property taxes in 2025 will see ~ \$5 increase for Township taxes. Farm acreage will increase by around .19 cents per acre or \$19 per 100 acres. Supervisor Bergeron motioned to approve, Trustee Gulotta seconded. The motion carried with one dissent by Trustee Hutcheson. Supervisor Bergeron reviewed the Road District Levy which increases by 2.9% for 2026. Supervisor Bergeron motioned to approve, Trustee McQueen seconded. The motion carried with one dissent by Trustee Hutcheson.

v. Financial reports & authorization of expenditures

Supervisor Bergeron reviewed the Township bills. Trustee Gulotta motioned to approve, Trustee McQueen seconded. The motion carried with one dissent by Trustee Hutcheson. Supervisor Bergeron reviewed the road district bills. Trustee Gulotta motioned to approve, Trustee McQueen seconded. The motion carried with one dissent by Trustee Hutcheson.

vi. Old and/or New business

Supervisor Bergeron reported an anonymous donation of lightly used office chairs was received and requested thoughts on disposition of the old chairs. The Board was indifferent to the disposition of the old chairs.

Supervisor Bergeron spoke to the need for the Township Board and Highway Commissioner to maintain a collaborative and professional relationship given past meetings have occasionally devolved into tense exchanges often due to Trustees interjecting topics outside of the topic at hand and beyond the authority of the Board. Supervisor Bergeron reminded the Board that there are 4 Trustees and 1 Highway Commissioner making it imperative for the Board make efforts to improve the relationship.

vii. Public comment

There was no additional public comment.

viii. Adjournment

Next Meeting December 9, 2025 – 7 PM

South Grove – Mayfield Multi-Township Assessors District

Next Meeting December 9, 2025 – 6:30 PM

Location: South Grove Township, 2491 Old State Rd, Kirkland

Trustee Hutcheson motioned to adjourn at 7:45 pm, Trustee McQueen seconded. The motion carried unanimously.