



THOMAS TOWNSHIP
REGULAR BOARD MEETING MINUTES
8215 Shields Drive, Saginaw, MI 48609
February 2, 2026
7:00 p.m.

1. The Regular Board Meeting was called to order at 7:00 p.m. by Supervisor Sommers.
2. PRESENT: Thayer, Sommers, Monahan, DeLine, Witt, List, McDonald
ABSENT: None.

ALSO PRESENT: Township Manager, Deidre Frolo; Deputy Clerk/Administrative Assistant, Connie Watt; DPW Director, Trevor Schultz; Community Development Director, Dan Sika; Parks Director, John Corriveau; Fire Chief, Mike Cousins; Police Sergeant, Randy Kumm; Township Attorney, Otto Brandt and several interested parties.

3. The Pledge of Allegiance was recited.
4. Motion was made by DeLine, seconded by McDonald, to approve the agenda as presented. Motion carried unanimously.

THOMAS TOWNSHIP REGULAR BOARD MEETING
8215 Shields Drive, Saginaw, MI 48609
February 2, 2026 @ 7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda
 - A. Approve the January 5, 2026, Regular Board Minutes.
 - B. Approval of the Expenditures.
 - C. Approve the 2025 Annual Planning Commission Report.
 - D. Approve changes to Administrative Assessing Policy #900; Poverty Exemption.
 - E. Approve proposed Administrative Assessing Policy #902; Personal Property Canvas and New Construction, Policy #903; Assessing Office Hours and Customer Service, and Policy #904; Property Tax Exemption.
 - F. Approve proposed Administrative Policy #453; Rounding Policy.
 - G. Approve the promotion of Kaylee Ortner-Jackson from probationary to regular Medical Responder.
 - H. Approve the promotion of Kelly Campbell from probationary to regular Fire Fighter.
 - I. Approve the promotion of Amanda Gillis from probationary to regular Fire Fighter.
 - J. Approve the promotion of Steven Orloff from probationary to regular Fire Fighter.
 - K. Approve the wage adjustments for the paid-on-call Fire Department members.
 - L. Approve the promotion of Ari Mantalvanos from probationary to regular part-time Police Detective.

6. Communications-Petitions-Citizen Comments
It is requested that you state your name and address for the record.
 7. Public Hearing
 - A. None.
 8. Unfinished Business
 - A. None.
 9. New Business
 - A. Approve Resolution 26-01; for the Intent to Expand the Downtown Development District.
 - B. Approve Letter Agreement with Spicer Engineering for \$115,000 to complete Design, Bidding, and Construction Administration for 2026 Water System Improvements.
 - C. Approve Letter Agreement with Spicer Engineering for \$20,000 to complete GIS improvements as well as a Risk and Resilience Assessment and updating our Asset Management Plan.
 - D. Approve Draft Waiver of Liability between Thomas Township and Thomas and Jackie Kennedy regarding water in the basement at 540 North Orr.
 - E. Approve the Road Improvement plan.
 - F. Consider the amendment to the NRDA Agreement.
 10. Reports
 - A. Supervisor
 - B. Clerk
 - C. Treasurer
 - D. Manager
 - E. Community Development
 - F. DPW
 - G. Finance
 - H. Fire Dept.
 - I. Police Dept
 - J. Parks & Recreation
 - K. Nature Center & Preserve
 - L. Board Members
 11. Executive Session
 - A. None
 12. Adjournment
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5. Motion was made by McDonald, seconded by Witt, to approve the Consent Agenda. Motion carried unanimously.
 - A. Approval of the Board Minutes from the January 5, 2026 regular meeting.
 - B. Expenditures consisting of: \$6,127,379.03

Clearing Fund	\$5,761.62
General Fund	\$92,799.90
Public Safety-Fire Department	\$26,705.36
Fire Apparatus	\$1,484.23
Public Safety-Police Department	\$30,509.87
Public Safety-Drug Law Enforcement	\$0.00
Downtown Development Authority	\$9,485.86
Revolving Road Fund	\$0.00
SSRP Grant	\$61,834.18
Sewer Fund	\$48,275.92
Sewer Improvements Grant Fund	\$0.00
Water Fund	\$353,218.58
Municipal Refuse	\$83,336.94
Technology Fund	\$1,111.25
Tax	\$5,412,855.32
 - C. Approved the 2025 Annual Planning Commission Report.
 - D. Approved the changes to Administrative Policy #900; Poverty Exemption.
 - E. Approved the proposed Administrative Policy #902; Personal Property Canvas and New Construction, Policy #903; Assessing Office Hours and Customer Service, and Policy #904; Property Tax Exemption.
 - F. Approved proposed Administrative Policy #453; Rounding Policy.
 - G. Approved the promotion of Kaylee Ortner-Jackson from probationary to regular Medical Responder.
 - H. Approve the promotion of Kelly Campbell from probationary to regular Fire Fighter.

- I. Approved the promotion of Amanda Gillis from probationary to regular Fire Fighter.
 - J. Approved the promotion of Steven Orloff from probationary to regular Fire Fighter.
 - K. Approved the wage adjustments for the paid-on-call Fire Department members.
 - L. Approved the promotion of Ari Mantalvanos from probationary to regular part-time Police Detective.
6. Communications-Petitions-Citizen Comments
- A. Mary Catherine Hannah, Saginaw County Administrator introduced herself and Offered assistance on any of the Boards needs relating to the County Administrator’s Office. Gilbert Ramirez II, Deputy County Administrator also introduced himself and gave his contact information for the Board.
7. Public Hearing
- A. None.
8. Unfinished Business
- A. None.
9. New Business
- A. It was moved by Thayer, seconded by DeLine, to approve Resolution 26-01; Intent to Expand the Downtown Development District.
Roll Call:
Ayes: McDonald, Thayer, Sommers, Monahan, DeLine, Witt, List
Nays: None.
Abstain: None.
Absent: None.
Resolution was adopted.
 - B. It was moved by Witt, seconded by Monahan, to approve the Letter Agreement with Spicer Engineering for \$115,000.00 to complete design, bidding, and Construction administration for 2026 Water System Improvements. Motion carried unanimously.
 - C. It was moved by McDonald, seconded by List, to the Letter Agreement with Spicer Engineering for \$20,000.00 to complete GIS improvements as well as Risk and Resilience Assessment and update our Asset Management Plan. Motion carried unanimously.
 - D. It was moved by Monahan, seconded by McDonald, to approve the draft Waiver of Liability between Thomas Township and Thomas and Jackie Kennedy regarding water in the basement at 540 North Orr Road. Motion carried unanimously.
 - E. It was moved by Witt, seconded by Thayer to approve the Road Improvement Plan. Motion carried unanimously.
 - F. It was moved by Monahan, seconded by Witt, to deny approval of the Cooperative Agreements with the NRDA Board regarding the Nature Preserve.
Roll Call:
Ayes: List, McDonald, Sommers, Monahan, DeLine, Witt
Nays: Thayer
Abstain: None
Absent: None
Motion carried.

10. Report of Officers and Staff:
 - A. Supervisor's Report – looking for interested Board members for Roethke Park Committee (DeLine and Monahan expressed interest).
 - B. Clerk's Report – none.
 - C. Treasurer's Report – none.
 - D. Manager's Report – Thank you to the DPW workers for their efforts in keeping the parking lots and sidewalks around the Township offices clear.
 - E. Receive and file Community Development Reports.
 - F. Receive and file the DPW Report.
 - G. Receive and file the Finance Department Report. Final drafts of the audit have been distributed tonight along with the draft budget binders.
 - H. Receive and file the Fire Department Report; received final installment of FEMA check (\$3,789.00) for the 2020 floods.
 - I. Receive and file the Police Department Report.
 - J. Receive and file the Parks and Recreation Report; weekend programs are underway. Discussion with Sinclair Recreation on possibilities at Roethke Park.
 - K. Receive and file Nature Center and Preserve Report; full moon walk was a success.
11. Executive Session:
 - A. None.
12. It was moved by Monahan, seconded by Witt, to adjourn the meeting at 7:27 p.m. Motion carried unanimously.

Michael Thayer, Clerk

Dated