Approved
3-12-2026

February 12, 2026
Koylton Twp Board Meeting

Location: Village of Kingston Hall
3655 Ross St, Kingston, MI 48741

Call Meeting to Order:

The regular Koylton Twp meeting was called to order by Supervisor Justin Boyl @ 7:00 pm. Pledge to the Flag. Board Members present: Justin Boyl, Melissa Kelly, Shari Boyl, Elliot Hubbard and Larry Sabin. _7_others were present.

Agenda/Minutes Approval:

Motion made by Kelly seconded by Hubbard to approve the agenda as presented with the exception of moving Land Divisions/Combination after the Treasurer's Report. Motion carried.

Motion made Hubbard seconded by S. Boyl to approve the minutes of the January 8, 2026 meeting as presented. Motion carried.

Presentation/Approval of Treasurer's Report:

Motion made by Hubbard seconded by Sabin to approve the Treasurer's Report with an ending balance of $189,810.49 in the General Fund as of January 31, 2026. Motion carried.

Motion made by Kelly seconded by Hubbard to pay bills from the General Fund in the amount of $31,876.33 for February 2026. Motion carried.

Motion made by S. Boyl seconded by Hubbard to approve the transfer of the budgeted Road money of $50,000.00 from the General Fund into the Road Account. Motion carried.

Motion made by Hubbard seconded by S. Boyl to approve the adjustment to the January 2026 Expense Report by adding $3,264.60 to the total for the annual renewal of Quickbooks. Motion carried.

*Postmark changes taking place with the mail. This will cause changes with Tax Bills, Tax Receipts and Election Mail.

*Discussion on wireless microphone system for the hearing impaired.

*S. Boyl received training on Website ADA compliance. Only municipalities with more than 50,000 residents are required to be compliant by April 2026 all others need to be compliant by April 2027.

Land Divisions/Combinations:

Motion made by S. Boyl seconded by Kelly to approve the combination of Parcel ID number #016-019-000-0200-05 and Parcel ID #016-019-000-0200-07 owned by Elliot and Rashel Hubbard. Motion carried.

Public Comment:

Kingston Fire Department
Burlington Fire Department

Supervisor's Report:

Kingston Police Department January 2026 Activities Report.

*Discussion of Roads

Clerk's Report:

*Discuss outstanding Burlington Twp Fire Runs

Motion made by S. Boyl seconded by Hubbard to approve the cost share payment of $425.00 to Burlington Township for an occupied vehicle accident that occurred on 11/28/25. Motion carried.

Motion made by Hubbard seconded by Kelly to approve payment in the amount of $2,450.00 to Burlington Twp for the following fire runs: McGarvie $550.00 and Gottler $1900.00, These fire run totals are to be added to the February Expense Report. Motion carried.

*Discuss Resolution to add limited minutes to each individual during Public Comment. 5 minutes if on the Agenda and 3 minutes for other attendees.

Motion made by Kelly seconded by Hubbard to approve Resolution #2026-07 to establish Regular Board Meeting Rules. Motion carried.

Roll Call Vote: "Aye" Larry Sabin, Elliot Hubbard, Shari Boyl, Justin Boyl and Melissa Kelly
"Nay" Ø Abstain: Ø Absent: Ø
Resolution declared adopted by: Supervisor Justin Boyl

Motion made by S. Boyl seconded by Sabin to designate Elliot Hubbard as the time keeper during the Public Comment. Motion carried. Elliot Hubbard: abstained.

*The MTA is encouraging every township board to deliberate on and adopt the Principles of Governance.

Motion made by Kelly, seconded by Hubbard to adopt the Principles of Governance as an official policy of the Koylton Township Board. Motion carried.

Roll Call Vote: "Aye" Larry Sabin, Elliot Hubbard, Shari Boyl, Justin Boyl and Melissa Kelly
"Nay" Ø Abstain: Ø Absent: Ø
The Principles of Governance is declared adopted by : Supervisor Justin Boyl

*Bureau of Election Conference informed us of a grant for ballot drop boxes and security cameras. Kelly submitted application and received a new Drop Box valued approximately $3,000.00.

*Will be purchasing an ADA-compliant and easy to use wireless system for voters so it may alert poll workers on election day if they need assistance entering the building. Purchase Price is $99 plus shipping and handling.

*Ad for Board of Review dates and times along with Annual meeting followed by Budget/Truth in Taxation Hearing date and times have been emailed to Eric at the Tuscola Advertiser.

Trustee's Report:

Sabin stated Fire Authority Quarterly Meeting & Budgetary Review will be held Wednesday February 25, 2026 @ 6:30 pm.

Planning Commission Report: N/A

Code Compliance Officer Report: January 2026 CCO Report

Any other Township Business: N/A

Adjourn:

Motion made by Hubbard seconded by S. Boyl to adjourn @ 9:16 pm. Motion carried.

Respectfully submitted by:
Melissa Kelly, Koylton Twp Clerk