

**TOWNSHIP OF BURLINGTON**  
**MINUTES OF REGULAR MEETING**

**HELD June 10, 2025**

**Candy Albertson, Clerk**

**Burlington Twp.**

The regular meeting was called to order at 7:00 p.m., by Supervisor Howland. Board Members present: Howland, Horen, Wilson, & Albertson, Castle – in at 8:00 p.m. Guests: Chief Jim Rye, Asst. Fire Chief Chad Conquergood, Nathan Haag of Raymond James and Residents of Burlington Twp.

All joined in the Pledge of Allegiance.

**Raymond James Retirement Options** – Nathan Haag from Raymond James came and discussed retirement options for the board and firefighters. Summary of Simple IRA with a 3% match. Nathan to come back July 16<sup>th</sup> @ 6:00 p.m. to meet with board and FF to go over packets to get the ball rolling on getting accounts set up

**Minutes from:** May 13, 2025, MEETING – Albertson made a motion to accept minutes as presented, Horen 2<sup>nd</sup> to accept minutes as presented, board voted and passed.

**Financial Report:** Horen presented Financial Reports. Albertson made a motion to accept financials, Wilson 2<sup>nd</sup> to accept financials, board voted and passed.

\*Deb got the 2<sup>nd</sup> CD opened at Choice One in the amount of \$100K. \* Marsh donation for lift assist was mistakenly put into fire checking account. Clerk cut check # 1020 from fire checking account to be deposited into TCB GF to correct error.

**Fire Department: Chief Jim Rye** – \* May was Professional Volunteer FF training. Trainor was from New York, Chief took him around Lapeer County. 10 members attended training. \* May was also pump recertification class \* June was Rural water setup/site prep work/training. Looking into setting up a water setup/site committee. \* This Saturday, June 14<sup>th</sup> will be another pump recertification class, also will be testing out a new nozzle. \* July 13<sup>th</sup> will be RIT (Rapid Intervention Team) Training \* The side x side run had about 96 units that participated. Went through lots of food. Chief to get donations to Deb from that run and table donations. \* Henry Cheney completed FF1/FF2 training, graduation in September. Congratulations Henry!! \* Fire Newsletter completed and to be sent to Office Depot for print. \* MFR, still working with state and trainer. Neighboring counties are looking to send officers to MFR training, this will help offset our cost. \* Water Tower maintenance postponed. \* Dispatch Center is holding a Patio Fundraiser, purchase a patio stone to be engraved. \* Getting Help wanted signs out and posted, discussed the craig signs check, OK to keep on budget. \* This Friday, June 13<sup>th</sup> will be Hose

testing if it is not raining. \* Chad drafted an Incident Report on the minor incident with the firetruck. These incident reports will be created and used to look back on & learn from.  
\*MABAS is completed and should be in effect June 2<sup>nd</sup>.

**Clerk Reports:**

- Monthly Bills
- Budget
- Invoicing – A/R Aging Report
- Mail & Correspondence
- Elections
- Notes

**Pay Bills:** Horen made a motion to pay bills, Castle 2<sup>nd</sup> to pay bills. Township General Fund checks 17371-17402, totaling \$18,057.45. and Fire Checking Check # 1020 in the amount of \$200.00. Board voted and passed.

**Supervisor:** Barnes / Jefferson Road Construction Projects continues

**Old Business:** \*Deb received the OK on the lock box to be placed in the village hall. She has the board to get in the hall. \*Audit was completed by King & Messing Audit.

**New Business:** Albertson made a motion to accept King & Messing Audit Contract dated 4/21/26 to 3/31/27, Wilson 2<sup>nd</sup> motion to accept King & Messing Audit Contract dated 4/21/26 to 3/31/27, board voted and passed.

Albertson made a motion to accept Nathan Hager/ Lapeer Appraisal Assessor Contract dated 4/15/25-4/15/28, Castle 2<sup>nd</sup> motion to accept Nathan Hager/ Lapeer Appraisal Assessor Contract dated 4/15/25-4/15/28, board voted and passed.

**Public Time:** N/A

**Meeting Adjourned:** 8:36p.m. Horen made a motion adjourn, Wilson 2<sup>nd</sup> to adjourn. Board voted and passed.

Respectfully submitted,

Candy Albertson, Clerk