

Fairfield Township  
Shiawassee County  
Minutes from December 4, 2025

The December 4, 2025 meeting was called to order at 7:01 pm by Supervisor Rick Zemla with the Pledge of Allegiance. The board members in attendance were: Supervisor Rick Zemla, Treasurer Allison Emelander, Clerk Sonya Latz, Trustee Steve Maynard and Trustee Tim Riegler.

Motion by Trustee Riegler, support by Trustee Maynard to approve the agenda as presented. Motion carried 5-0

Motion by Trustee Riegler, support by Treasurer Emelander to approve the minutes from the November 6, 2025 meeting. Motion carried 5-0

Treasurer's Report: The Cash Summary Report was presented. Tax bills have been sent out. Trustee Maynard made a motion to accept the Treasurer's Report as presented, support by Trustee Riegler. Motion carried 5-0

Guests were welcomed to the meeting with no comments offered.

Unfinished Business:

1. Wedding Venue - No update. Preliminary trial is December 9, 2025.
2. Zoning Violations - Letters were sent out by the County to residents needing to address this issue.

New Business:

1. Regular Meeting Dates and Budget Meeting Date for 2026 were discussed. The Budget Meeting will be held prior to the March 5th Regular Meeting, time to be determined.
2. Clerk Latz presented requests by the County for the Early Voting Location for chairs/tables/shredder/scanner/hole punch and four EZ-UP awnings to provide shelter to voters while waiting in line if inclement weather. The original amount per jurisdiction is \$300-\$310 with one awning having signage. It was determined that legally all awnings must have signage to be compliant with the law. County Clerk Caroline Wilson will be sending a new quote to us once she has received the updated quote. Motion by Trustee Riegler to pay up to \$300 to Shiawassee County for Early Voting needs, support Trustee Maynard. Motion carried: 4-1
3. Quotes were presented from Sovis Insurance Agency for both EMC and Workers Comp Insurance. Trustee Maynard made a motion to accept EMC for to cover the township at a cost of \$850/yr., support by Trustee Riegler. Motion carried: 5-0
4. Updated Cemetery Ordinance language was discussed to align with the changes made to the fee schedule. Motion by Trustee Riegler, support Trustee Maynard to adopt the October 9th Cemetery Ordinance changes. Motion carried: 5-0

5. MTA is offering a webinar for "Planning for A Millage" on January 11th that had been approved at the October meeting for Supervisor Zemla and Clerk Latz to take.
6. There are a few Budget Amendments that need to be done but we were advised to wait on them for now. They need to be done before the end of this fiscal year.
7. Mark Zemla presented a proposal to plow the township hall parking lot, clear the sidewalk and salt this winter when needed. Motion by Trustee Maynard, support by Trustee Riegler to accept the proposal for snow removal for \$20-\$40 depending on the need. Motion carried: 5-0
8. January 18th, 2026 was tentatively set as the annual Township Board Christmas Party.
9. Supervisor Zemla presented information on projected 2026 projects and costs from the Shiawassee Road Commission. More discussion to follow.
10. There was discussion on PA 116 applications and how the process is carried out.

Reports:

1. Emergency Services from Owosso made five calls last month.
2. Planning Commission - no report
3. Cemetery - as addressed above.
4. County Commissioner - no report.

Announcements:

Wishing you all a Merry Christmas and a Happy and Healthy New Year.  
There will be no December Board of Review.

New Bills:

1. Motion by Trustee Riegler, support by Trustee Maynard to approve bills as presented. Motion carried 5-0

Final Public Comment:

The next Board Meeting will be January 8, 2026 at 7:00 at the Fairfield Township Hall.

Motion by Trustee Riegler, support by Trustee Maynard to adjourn. Motion carried.

Respectfully submitted,  
Sonya Latz  
Township Clerk