

Rolland Township  
Rolland Township Regular Board Meeting  
March 10, 2026

**Opening –**

The regular meeting of the Rolland Township was called to order 7:00 pm on Tuesday, March 10, 2026 at Millbrook Rolland Fire Department by Supervisor, Dan Shaw.

**Present:**

Dan Shaw (Supervisor), Javan Quackenbush (Treasurer), Mary Ellen Butler (Clerk), and Kevin Mitchell (Trustee), Laura Karcher (Trustee)

**Commissioner Comments:**

N/A

**Visitors Present:**

7 community members were in attendance

**Public Concerns: N/A**

**Approval of Agenda**

The electronically shared agenda was approved

**Assessor's Report: N/A**

**Approval of Minutes:** Regular Board Meeting Dated: February 10, 2026

Motion to approve: Treasurer Quackenbush Motion 2<sup>nd</sup> by: Trustee Mitchell

Minutes approved without discussion

**Approval of Treasurer's Report**

Motion to Approve: Clerk Butler Motion 2<sup>nd</sup> by: Trustee Mitchell

Treasurer's report was approved without discussion

**Paying of Bills**

Motion to approve paying township bills.

Motion to Approve: Trustee Karcher Motion 2<sup>nd</sup> By: Trustee Mitchell

Motion to pay all bills carried by a 5-0 roll call vote.

Motion to pay invoice received on 3/10/26 for Michigan Media for Board of Review Notice Publishing \$541.50 and Budget Hearing Notice Publishing for a total of \$665.00. March General Ledger to be adjusted to add this payment.

Motion to Approve: Treasurer Quackenbush Motion 2<sup>nd</sup> By: Trustee Mitchell

Motion to pay the Michigan Media invoice by a 5-0 roll call vote.

## Old Business:

- Payden Park, Storm Damage – Tree on fence by corner house, John’s Custom Carpentry to repair. Full tree down near the baseball diamond, a limb fell on the fence of the softball diamond, does not appear to have any damage to the fence will have it checked out, limb fell into the t-ball field. No damage to fence. There are many other smaller limbs to be cleaned up as well. HD Seasonal will do the clean-up as part of their contract spring cleaning amount but would like an additional \$500 for cleaning up the full tree that fell by the baseball diamond. Work is scheduled for the 3<sup>rd</sup> week of March weather permitting.

Motion to approve the additional \$500 for clean-up by: Treasurer Quackenbush

2<sup>nd</sup> by: Trustee Mitchell Motioned carried by a 5-0 roll call vote.

- Rolland Township Conference Room chairs have been purchased and delivered.
- 2026-2027 Final Budget was presented for approval. No changes were made to the budget since the budget hearing in February. Anticipated Revenue for the upcoming year is \$233,275.64 Anticipated Expenditures for the upcoming year is \$231,133.00 Largest adjustment from previous year were the addition of Community Clean Up Day at \$7000, new auditor contract of \$8,500, two elections added for an additional \$10,000. Main account affected by these added expenses was the Parks/Recreation and Sidewalk account accounts.

Motion to Approve the 2026-2027 Budget by: Trustee Mitchell 2<sup>nd</sup> by: Trustee Karcher  
2026-2027 Budget has been approved as is.

## New Business:

- Rolland Township Credit Card Resolution 03-2026 Increase the credit limits for both the Treasurer and Clerk to \$750/month **EACH** from \$500/month for both Treasurer and Clerk. The increase is due to the use of credit card for the Elections and Tax Season that occur in August and November.

Motion to approve the increase credit limit by: Trustee Karcher 2<sup>nd</sup> by: Trustee Mitchell  
Resolution to increase Township credit card limit approved with a 5-0 roll call vote

- 2026-2027 Contract approval  
See Attachment
- Cemetery Caregiver/Sexton Job Description changes. Consolidate the burials of both Full and Cremation burials to grave digger responsibilities. Add the emptying and disposing of trash from the trash burials to the lawn care contract. Caregiver responsibilities would continue to be the sale of lots, meeting with residents, vault company and funeral homes, upkeep of documentation of lot sales and burials including cemetery maps, raking out and seeding after burials, general upkeep and appearance of the cemetery. Cemetery Caregiver/Sexton wages will remain at \$15/hr for hours submitted.

Motion to approve the changes to the Caretaker/Sexton job description by: Trustee Karcher

2<sup>nd</sup> by: Treasurer Quackenbush Cemetery Caretaker job description changes were approved.

- Rolland Township Principles of Governance received from the Michigan Township Association with a request to review and sign by all Board Members.

Principles of Governance were reviewed and signed.

Motion to adjourn the meeting by: Trustee Mitchell 2<sup>nd</sup> by: Treasurer Quackenbush

Meeting was adjourned at 7:39 pm by Supervisor, Dan Shaw. The next general meeting will be at 7:00 pm on Tuesday, April 14, 2026 at the Millbrook/Rolland Fire Department in the Rex Foster Memorial Meeting Room.