

**Minutes of the Meeting of the
Lincoln Township Board
Thursday, December 11, 2025**

The regular monthly meeting of the Lincoln Township Board was held at the Lincoln Township Hall. The Meeting was called to order at 6:00 PM by Supervisor Gerald Wenkel. The Pledge of Allegiance was recited. Roll call was taken with Supervisor Gerald Wenkel, Treasurer Manda Haas, Clerk Kristie Damron, and Trustee Brenda Damron attending. Trustee Noreen Walter absent.

The meeting minutes from November were presented and read. Treasurer Haas made a motion to approve the minutes as presented. Seconded by Trustee Damron. Motion carried.

The Treasurer's Report was submitted by Treasurer Haas. Clerk Damron made a motion to approve the Treasurer's Report as presented. Seconded by Trustee Damron. Motion carried.

Clerk Damron received the following correspondence:

- Training for Board of Review from the MTA. It was decided that the Board of Review members would take training online on February 25th at 9:00 AM via Zoom at the Township Hall.
- Consumers Energy reached out regarding the lighting requested at the intersections of Melita Road and M-61 and Lincoln Road and M-61. Clerk Damron sent in the completed documentation and payment for the project to continue.
- Revize reached out regarding hosting our website. Clerk Damron went over the details that were provided by Brian Rohen in the training that was received on 12/10/2025. At this time, the township is not looking for a new website host.

A motion was made by Treasurer Haas to pay the bills as presented. Seconded by Trustee Damron. Motion carried.

The meeting was open to the public with one (1) citizen in attendance.

Tom Reif went over the annual permitting fees that the township receives from cannabis related businesses within the township. Reif and Treasurer Haas went over the budget of the township to determine a percentage that can be transferred from the annual permitting fees to assist in paying for township's budget. It was determined that 7.5% of the budget can be paid for by these fees. Treasurer Haas made a motion to adopt the 7.5% of the budget to be applied for using the cannabis permitting fees. Seconded by Trustee Damron. Motion carried.

Trustee Damron made a motion to move the cannabis permitting fees for the FY 2024-25 to move from restricted account to general account. Seconded by Clerk Damron. Motion carried.

The Fire Authority Report was given by Supervisor Wenkel.

There was no Assessor's report given.

Zoning Administrator, Brenda Matt, gave the zoning report as follows:

- ZBA – Would like to hold meeting in January to elect officers and adopt by-laws. Will need to meet in the following January for an organizational meeting
- Will reach out to the township's lawyer to move forward regarding the property owned by Roberto Cortez as he has not responded to our mailings.
- Has provided a final list of permits to Equity Assessments
- Attended a CRA (Cannabis Regulatory Authority) meeting
 - Hemp is something that must be under 24% THC
 - The CRA is considering putting a cap on retail stores. Currently unsure how that will affect us.
- Board of Review December meeting: There were two transactions that were sent to Equity Assessments

Unfinished Business:

A limit needs to be set on credit cards for board members. Clerk Damron made a motion to make the limits for all credit cards of the board members to be \$2,500 a month per card. Seconded by Treasurer Haas. Motion carried.

A bid for windows was received by Matt Builder's back in September. It was submitted to receive a grant, but the township did not receive the funds. Treasurer Haas made a motion to accept the bid and have the windows replaced in the hall in the kitchen and office. Seconded by Clerk Damron. Motion carried.

New Business:

None

Motion to adjourn made by Clerk Damron. Seconded by Trustee Damron. Meeting adjourned at 6:57 PM. The next meeting is scheduled for Thursday, January 7th at 6:00 PM at the Lincoln Township Hall.

Kristie Damron, Clerk

Gerald Wenkel, Supervisor