

## Charlevoix Township Board

Special Meeting  
January 14, 2026

The Charlevoix Township Special Board Meeting was called to order by Supervisor Ulrich with Board Members Williams, Jarema, Stewart and Hoyt present.

**Agenda:** Williams made the Motion, with Stewart supporting, to approve the Agenda as presented. All in favor. Motion carried. **(M15-26)**

### NEW BUSINESS

#### **Discussion of Employee Policy Handbook:**

**Section 3.D – Maternity/Paternity Leave:** The matter was discussed. Jarema made the Motion, with Stewart supporting, to approve the changes to the Employee handbook to allow regular full-time employees that are eligible for paid leave, to provide care within six months of the birth or adoption of the child and those days must be used consecutively and in no less than half-day increments. All in favor. Motion carried. **(M16-26)**

**Section 1.D:** The matter was discussed. Stewart made the Motion, with Ulrich supporting, to approve removing the last sentence in Section 1.D of the Employee Policy Handbook. All in favor. Motion Carried **(M17-26)**

### OLD BUSINESS

#### **Budgetary Planning for 2025-2030:**

- Reviewed and discussed proposed letter to constituents outlining improvements completed within the Township;
- Discussed building a communications plan;
- Reviewed and discussed the fire department and general budget.

#### Continuing:

- Continue to work on budget items and provide options
- Incorporate results of Water System Study;
- Incorporate discussion in future Board meetings;
- Specific follow up assignments.

**Strategic Planning Session:** Schedule for Saturday, January 31, 2026

Adjourned at 7:08pm  
Respectfully submitted,  
Mindy Joy, Recording Secretary