

**SUNFIELD VILLAGE COUNCIL**  
**November 11, 2025**  
**REGULAR MEETING**

**MEETING HELD AT SUNFIELD COMMUNITY ROOM**

**CALL TO ORDER: 7:00 PM**

**ROLL CALL:** In attendance were Vicky Beers, Rachel Smith, Emery Fox, Brett McCoy, Roy Morris, Scott Smith and Christina Grosshans & Tricia Snedegar. Absent Wendel Peabody.

**PLEDGE OF ALLEGIANCE and PRAYER:** Lead by McCoy.

**GUESTS COMMENTS:** Guests Deb Browning brought to the councils attention her dismay in the notification to the residents on Long, Rose and Short Streets regarding the change to one-way direction traffic flow. She asked the council for prior notification in the future and remarked on several environmental issues involving the speed bumps. She also said she notified the Granger trash driver of the new one-way traffic direction. Guest Daniel Steele added his concern of the speed bumps causing damage to snow removal equipment. Trustee Rachel Steele expressed her concerns of speed bump installation. Guest Morgan Kramer stated she can see they will only cause abuse by local young people treating them as a ramp for dirt bikes, and people will just drive around them on the grass. McCoy thanked guests for their comments.

**ADOPTION OF AGENDA:** Added to the agenda were per Morris, Conflict of Interest under Old Business. Smith asked to be added to New Business, what computers does the village own, who has them and are the passwords for them and for the village website/email and anything else village related readily available and accessible? Motion by Smith to accept the agenda with additional items, second Beers, motion carried.

**TREASURER REPORT:** Grosshans noted the delinquent tax check arrived earlier than expected and totaled \$27,661. The Fire dept. will be paid this week \$29,179.34. She reported about a letter from the Eaton Co. Land Grant division asking for refund in paid property taxes because of their status as Not-For-Profit. McCoy read the response from County Treasurer Robinson. Still confusion on the matter, Smith volunteered to ask his wife that works in the Treasurers office to investigate. Grosshans asked to investigate rates for upcoming CD maturity rates. She remarked a signed copy of minutes will be needed to add Morris to financial accounts. She plans to investigate the Union Bank online bill payment for Water and Sewer direct payments. Reminded the council the Sunfield Fire Department budget meeting is December 10 at 6 PM. Smith stated that a posting must be made because Village Council members Morris, McCoy and Smith will be in attendance resulting in a quorum. Grosshans then reviewed all credit card charges. Motion by Smith to accept report, second by Steele, motion carried.

**APPROVAL OF BILLS:** Much discussion from council members concerning \$48 bill from Foster/Swift lawyers from last month with description "conflict of interest", council specifically made a motion to not pay bill until hearing a better explanation of said bill. The bill was paid per decision of village clerk and president. Clerk when questioned advised the explanation was something former president asked about concerning family members on council signing checks (?) and that she did not want a "late fee" on bill and we always pay our bills on time.



Both Morris and Smith had much to say about the issue and that it was a break down of proper procedure of both the council and our form of governess. Fox also had comments and was obviously frustrated with the discussion and asked how to properly resign his position (by written notice to council) he then physically left his seat at the council table and left the meeting. Clerk Snedegar took no responsibility for the paying of the bill without council approval but rather repeatedly stated, "sorry for paying a bill on time". Acting village President McCoy admitted he was wrong and took the responsibility for paying the bill without council approval. Council was satisfied by his response. Motion to pay bills by Smith, second by Beers, motion carried.

**APPROVAL OF MINUTES:** Smith presented several items in the past minutes that needed correction. After accepting the corrections to the October 14, 2024 minutes motion to approve minutes with corrections by Morris, second by Beers, motion carried.

**COMMITTEE REPORT:** DPW Manager was not in attendance. His information was distributed for all to read. Motion by Morris to table the matter of speed bumps to December 2024 meeting, second Beers, motion carried.

The Water and Sewer report was read by McCoy to remind council of the approved rate increase effective January 1, 2025. He then resignation effective December 31, 2024 of Kelli Waldo who has held the position of Water and Sewer Clerk since 2019. Followed with her job description and qualifications.

The Clerk Snedegar reported on the status of the Quickbooks and situation with Brightspeed migration. Snedegar then read council members her letter of resignation effective November 30, 2024; at which time she distributed a job description and qualifications for the clerk position she has held since 2019.

McCoy recommended that the council form a three member interview committee to review and interview prospective applicants. Smith asked that all open positions be published on the website.

**UNFINISHED BUSINESS:** Matter of insurance for DPW Manager will be tabled till action is taken by Eaton County from failed millage vote or until needed. As noted above speed bumps issue is tabled until December 2024 meeting. Last agenda item on "Conflict of Interest" resolved earlier in meeting.

**NEW BUSINESS:** Council was asked to approve unpaid wages to Roy Morris from his time as DPW Assistant summer of 2021. Motion by Beers to pay Morris 90 hours at \$10.33 minimum wage from 2021, second by Steele, motion carried.

McCoy read aloud a letter from Drake CPA that they are unable to continue to serve as the Village of Sunfield CPA and conduct audits. Both Smith and Grosshans stated they will ask the Township for recommendations.

Smith read for the council to adopt the following:

"Unless otherwise authorized by the Sunfield Village Council the policy of said council is that the duly elected or appointed Village President is to be the sole council member to have contact with the village attorneys. Further, it shall be the decision of said president to allow individual members of the council, including the appointed clerk or treasurer, to have contact with the village attorneys concerning specific council issues, and to inform legal council of approved authorized contacts." Motion by Smith to adopt the above, second Morris, motion carried.

Clerk swears in council trustees Brett McCoy and Scott Smith and village president Roy Morris.

Clerk Snedegar reported that she has 2 laptops belonging to the village, one is approximately 2 years old that had the old Quickbooks files while the other was purchased earlier in 2024 and has the new Quickbooks account. The Treasurer has a new laptop purchased also 2024. Also noted that there are several other computers from past village council positions in the cabinet at the village hall. Both the Treasurer and Clerk advised that passwords to access computers and village website/email are available and accessible.

Clerk was asked to post that all future meetings of the Sunfield Village Council will be held in the village community room. Also asked to post on village website both open positions for village clerk and water/sewer clerk.

**COORESPONDENCE: None**

**ADJOURNMENT:** Motion made by Beers and seconded by Morris to adjourn, motion passed.  
Meeting adjourned at 8:42 PM.

Minutes taken and summarized by Tricia Snedegar, Village Clerk. The above summary of minutes is not official until approved by Sunfield Village Council at the December 9, 2024 meeting.

**NOTE- The above are the approved, corrected minutes.**