

CHARTER TOWNSHIP OF PORTSMOUTH
BOARD OF TRUSTEES
December 15, 2025 – Regular Meeting

The Charter Township of Portsmouth Board of Trustees held their regular monthly meeting on Monday, December 15, 2026, in the conference room at 1711 W. Cass Ave. Rd. Bay City, Michigan.

Supervisor Pawlak called the meeting to order at 6:00 p.m.

Present: Brandt, M. VanDriessche, Bukowski, G. VanDriessche, Kokaly and Pawlak.

Trustee Corrion was excused.

Motion by Brandt and supported by G. VanDriessche to approve the agenda. Motion carried.

Motion by Kokaly and supported by M. VanDriessche to approve the minutes of the 11-17-2025 regular meeting. Motion carried.

Motion by Kokaly and supported by G. VanDriessche to approve the minutes of the 11-24,2025 Budget/Metro Act meeting. Motion carried.

TREASURER REPORT:

Motion by Bukowski and supported by Brandt to accept the Treasurer's Report and place it on file. Motion carried.

Balance 10-31-2025	\$1,849,186.27
Revenues	1,687.65
Expenses	72,900.03
Change in W/H	5,095.95
Balance 11-30-2025	\$1,852,877.94

Treasurer Kokaly reviewed the attached list of budget adjustments that are necessary.

Motion by M. VanDriessche and supported by Brandt to make the necessary adjustments to the Budget. Yeas: M. VanDriessche, Brandt, Bukowski, G. VanDriessche Kokaly and Pawlak. Nays: None. Excuse: Corrion Motion carried.

SUPERVISOR REPORT:

Snow plowing and salting has begun. Our website is working well. Trustee Brandt told the Board about a Constant Contact program that residents can sign up for to get alerts of things happening in the Township.

Board of Review held their December meeting and will not meet again until March.

The Weber Trucking issue has been sent to the Township attorney. Bob had a conversation with someone from Garfield Township regarding the fire they had that destroyed their trucks and equipment. This person recommended that we check our insurance coverage.

PLANNING REPORT:

There were just a couple of chapters left to review. After questions from previous chapters, Mike thinks he is ready to put everything together. He is not sure that they will have it done for the February meeting. After a review, we could be scheduling a Public Hearing for March.

OLD BUSINESS:

Bob Kevin and Judy met with Sheriff Cunningham and Under Sheriff Mausolf to go over our 2026 Agreement.

Motion by Brandt and supported by Bukowski to sign the 2026 Agreement for Special Police Protection Through Additional Sheriff Patrol Services. Yeas: Brandt, Bukowski, M. VanDriessche, G. VanDriessche, Kokaly and Pawlak. Nays: None. Excuse: Corrion. Motion carried.

NEW BUSINESS:

Motion by M. VanDriessche and supported by Kokaly to approve the 2026 meeting schedule. Motion carried.

Motion by G. VanDriessche and supported by M. VanDriessche to pay the approved bills from the General Fund. Yeas, G. VanDriessche, M. VanDriessche, Bukowski, Brandt, Kokaly and Pawlak. Nays: none. Excuse: Corrion Motion carried.

COMMITTEE REPORTS:

Chief Stefaniak recommended Cody Waterman to the position of Training Officer. Motion by G. VanDriessche and supported by Kokaly to approve the recommendation of Cody Waterman. Motion carried.

Chief Stefaniak recommended removal of Lauren Sebald, Tyler Cathel and Austin Woods from probationary status.

Motion by G. VanDriessche and supported by Kokaly to approve the probationary status recommendation. Motion carried.

Building Inspector DeWyse gave his report.

A written report was received from Zoning Administrator DeWyse

Motion by G. VanDriessche and supported by Kokaly that the meeting be adjourned. Motion carried.

The meeting adjourned at 6:37p.m.

Robert Pawlak, Supervisor

Judy F. Bukowski, Clerk