

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
February 12, 2018**

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel

Absent with notice: None

Planner Sisson was also present

Opening prayer was given by Trustee VanderStel and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:03 p.m. by Supervisor DeWard

2. Proposed Agenda

DeWard added the discussion of the Dutton Fire Chief's wages to the agenda as item H under Supervisor's Office action items.

Motion by Haagsma and supported by Fryling to approve the agenda as amended.

Ayes: All. Motion carried.

3. Question of Conflict of Interest

None declared.

4. Recognition of Individuals and/or Delegations

Dorin Bogbon – 6602 Avalon Drive – Water & Sewer Bill dispute – Mr. Bogbon was not in attendance.

Jim Klapthor – USA Cycling (Race) – talked briefly about the proposed race.

Krystal Stuart – Community Policing Officer – updated the Board on her activity.

Public Hearing for Stonewater/Crystal Springs PUD Amendment

Motion to open the public hearing was made by VanderStel and supported by Haagsma.

Ayes: All. Motion carried.

- John McKenzie, 1820 Spring Meadow Ct., thanked the Planning Commission for their work, expressed concerns about lighting, traffic, environmental impacts, building design, drainage ditch maintenance, and stormwater runoff.
- Glen Vermuelen, 733 Avonlea Lane, spoke in favor of the request.
- Lynn Corey, 7509 Crystal View Dr., wanted to request buffering along the property lines.

Motion to close the public hearing was made by VanderStel and supported by Haagsma.

Ayes: All. Motion carried.

6. Consent Agenda

Motion by VanderStel and supported by Haagsma to approve the consent agenda including payment of the bills for 1/9/18 through 1/31/18 in the amount of \$268,804.23.

Ayes: All. Motion carried.

7. Department/Office Reports

A. Clerk's Office

Recommendation to move \$20,000 in the TIRF fund for purchase of Hi-Speed Scanner.

Motion by Haagsma and supported by Osterink to move \$20,000 in the TIRF fund for the purchase of a hi-speed scanner for elections.

Ayes: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel. Motion carried.

B. Planning Department

1) Preservation Lakes II – Final Preliminary Plat Approval

Motion by Haagsma and supported by VanderStel to approve the Final Preliminary Plat of Preservation Lakes II, with the following conditions:

1. Housing Model Variety: That the developer continue to utilize the same variety of house models as is occurring in Phase I.
2. Landscaping and berms: Prior to final plat approval a final landscape plan for the area north and south along Eastern Avenue entrance should be submitted for review and approval by Township staff.
3. Street trees: The requirements for street trees will be enforced when individual homes are constructed and in accordance with the following: - Street trees must be installed by the developer at a minimum of one (1) canopy tree per front yard for each lot in this phase of the development. - Street trees must be a minimum of 2 inches in caliper, measured at 4 feet above grade. - The species of trees must be from the Kent County Road Commission's approved planting list. 2 - The street tree shall be located between the sidewalk and the street unless such a location is unreasonable. - Street trees shall be spaced as uniformly as possible. - Street trees shall be planted within 6 months of the issuance of the lot's Certificate of Occupancy.
4. Street lights & Street lighting Assessment District: All pole heights are to be a maximum of fourteen (14) feet tall and be consistent with those installed in the prior phase. All street lights are to utilize full cut-off fixtures and Light-Emitting Diode (LED) lamps and that the developer must make a request in writing to Gaines Charter Township for the creation of a Street Light Assessment District before a residential building permit will be issued by the Township. - The number and location of street lights are to be determined by Consumers Energy for each phase of development. - The developer must provide the necessary funds for installation within 30 days of Gaines Charter Township issuing an invoice for the installation costs.
5. Signs: An identification sign is permitted at the new street entrance off eastern. The maximum height of the sign is to 6 feet and the maximum area of the sign is 48 square feet. Internal or External illumination (with a cut-off fixture) is permitted. Illumination cannot flash or move, and must be a continuous white light illuminating only the face of the sign. All sign lighting must be enclosed and directed to prevent the source of light shining directly or indirectly onto adjacent traffic and nearby properties. The requirements for the entrance sign will be enforced upon application for a sign permit.
6. Sidewalks: Sidewalks with a minimum width of 5 feet shall be provided on both sides of Water Ridge Drive and along the east side of Eastern Ave. from Water Ridge south to 100th St. The construction of the sidewalks is to meet or exceed the construction standards stated in Chapter 34, Section 34-26 "Construction standards" of the Gaines Charter Township Code of Ordinance or its equivalent.
7. Utilities and drainage and streets: Subsequent submittals must show compliance with the requirements of the Township engineer and the requirements of all other applicable agencies having jurisdiction over the plat.

Ayes: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling. Motion carried.

2) Stonewater/Crystal Springs Resolution

Motion by Haagsma and supported by Fryling to adopt the resolution recommending approval of the Stonewater-Crystal Springs PUD, with the conditions listed in the resolution.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink. Motion carried.

3) Stonewater/Crystal Springs PUD Ordinance Amendment

Motion by Haagsma and supported by VanderStel to adopt Ordinance 18-01 approving the Stonewater-Crystal Springs PUD.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside. Motion carried.

C. Treasurer's Office

1) Accept and file 4th quarter 2017 Financial Report (subject to audit)

Motion by VanderStel and supported by Fryling to approve the 2017 4th Quarter Financial Report, subject to audit.

Ayes: Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside, DeWard. Motion carried.

2) Strike Personal Property Taxes from the Tax Rolls

Motion by Haagsma and supported by VanderStel to strike 2012 Delinquent Personal Property from the Tax Roll.

Ayes: Haagsma, VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke. Motion carried.

D. Assessing Department - none

E. Water and Sewer Department

1) Payment Plan Request for water connection fees for 714 & 730 Dawn St.

Motion by Lemke and supported by Haagsma to approve the Payment Plan Request for water connection fees for 714 & 730 Dawn St.

Ayes: VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma. Motion carried.

2) Resolution of Approval for Intergovernmental Utility Service Agreement (Bretonfield Development)

Motion by Burnside and supported by Lemke to adopt the Resolution of approval for the Intergovernmental Utility Service Agreement.

Ayes: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel. Motion carried.

3) Resolution to amend Rate Resolution to correct Water Trunkage Fee – 2018.

Motion by Haagsma and supported by VanderStel to approve the Resolution to amend the Rate Resolution to correct the Water Trunkage Fee for 2018.

Ayes: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling. Motion carried.

8. Recognition of individuals and/or delegations

- Patricia Walker, 1100 73rd St. asked the Township to intervene in the delivery of phone books. She observed that they are dropped by mailboxes and end up as trash, as no one wants them. DeWard will direct the Zoning Department to follow up.

9. Supervisor's Office

A. Request for Road Closure of Ridgebrook Drive South of 60th and North of Eastport Drive for Neverthesame Annual Mud Run 8/25/18

Motion by Fryling and supported by VanderStel to approve the request for road closure for Neverthesame Annual Mud Run, 8/25/18.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink. Motion carried.

B. Recommendation for the purchase of 10 Air Packs for Dutton Fire Department

Motion by Lemke and supported by Burnside to approve the purchase of 10 Air Packs and corresponding equipment at a cost not to exceed \$80,000.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside. Motion carried.

C. 2018 Midwest Road Race Championships, USA Cycling

Motion by Fryling and supported by Haagsma to untable the request.

Ayes: Haagsma, VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke. Motion carried.

Motion by Haagsma and supported by Fryling to approve the 2018 Midwest Road Race Championships, USA Cycling.

Ayes: VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma. Motion carried.

D. Library Lighting Upgrade

Motion by Lemke and supported by Burnside to approve the release of an RFP for upgrading to LED lighting and fixtures at the Township Library.

Ayes: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel. Motion carried.

E. Revisions to Personnel Manual

Motion by Haagsma and supported by Burnside to approve the hiring of "casual" employees to do maintenance work at Township properties, with no fringe benefits.

Ayes: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling. Motion carried.

Motion by Haagsma and supported by Burnside to remove the Nepotism clause from the Personnel manual.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink. Motion carried.

F. Consideration of changes to Community Room Rental Policy – Discussion only.

G. Consideration of Dutton Fire Chief Sheely's Annual Wage

Motion by Fryling and supported by Burnside to increase Chief Sheely's annual wage to \$25,000 due to additional hours he is working for the Department.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside. Motion carried.

10. Comments & Discussion


- DeWard commented that he will be attending sessions at the upcoming MTA Conference regarding Strategic Planning, and he intends to hold joint meetings regarding that with the Township Board, Planning Commission, and Parks Department.

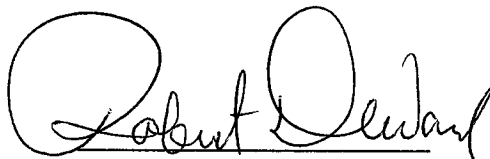
11. Adjournment

Motion by Lemke and supported by Haagsma to adjourn the meeting at 9:35 p.m.

Ayes: All. Meeting adjourned.

APPROVED: March 12, 2018


Angela Burnside, Clerk


Robert DeWard, Supervisor

The next regular meeting of the Gaines Charter Township Board will be held on March 12, 2018 in the Board room of the Township Offices. All interested persons are invited to attend and participate. Persons with disabilities needing accommodation for effective participation in the meeting should contact the Township Office at 698-6640 one week in advance to request mobility, visual, hearing or other assistance.