

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

December 12, 2016

Opening Prayer 6:55 PM ~ Tim Haagsma

Pledge of Allegiance to the Flag

A COPY OF THE TOWNSHIP BOARD MEETING RULES OF ENGAGEMENT CAN BE FOUND ON THE COUNTER AT THE BACK OF THE ROOM

Meeting called by Supervisor Rob DeWard

Attendees: Supervisor Rob DeWard, Clerk Crystal Osterink, Treasurer Laurie Lemke, Trustees Angela Burnside, Dan Fryling, Tim Haagsma,

CALLED TO ORDER AND ATTENDANCE AT 7:00 PM

I. CUSTOMARY ITEMS

Recognition of Individuals and/or Delegations - *3 minute time limit for *unscheduled speakers*

a) Harmon Farms Street Light SAD

- 1) **Public Hearing** to consider any objections to the petitions filed, the proposed improvements, the proposed special assessment district, and all other matters relating to said improvements
- 2) **Public Hearing** to consider comments and objections to the Special Assessment Roll

Consent agenda items are listed under item II, including payment of the bills, with no exception. All items are considered to be routine by the Board. *There will not be separate discussion of these items.* If discussion is desired, that item will be removed from the Consent Agenda upon request of any Board Member. If you would like any item removed from the consent agenda so that it may be considered separately; please contact Kim by 10:00 a.m., the day of the meeting.

II. CONSENT AGENDA

- 1) Board Meeting Minutes
 - A. Regular Meeting Minutes from November 14, 2016
 - B. Workshop Meeting Minutes from December 5, 2016

2) Building Department

- A. Building Department November 2016 Revenue Report – Summary for Mechanical & Plumbing Permits, Electrical Revenue Reports

(In an effort to condense the size of meeting packets, we will be providing a Summary Report each month. A copy of the full report is on file and can be obtained by contacting Kim Triplett at kim.triplett@gainestownship.org.)

3) Clerk's Office

- A. Check Register for 11/14/16 thru 12/02/16
B. Payments of the bills from 11/14/16 thru 12/02/16 in the amount of \$123,960.94

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office

Action Items:

Non-Action Items: None

2) Planning

Action Items:

- a) *Harmon Farms - Consider Resolution Number 2 – A determination to make the public improvements/determination of the sufficiency of petitions/approval of plans and specifications/final determination of the geography of special assessment district; confirmation of the special assessment roll/directives for the establishment of liens, payment and collection of special assessments*
b) *Turning Creek Site Condominium – final Plan approval (conditional final as-built approval of 16 single family site condominium development (CBH Building & Development LLC)*

Non-Action Items: None

3) Treasurer's Department

Action Items:

- a) *Accept and File 3rd Qtr. 2016 Financial Report*

Non-Action Items: None

4) Assessing Department:

Action Items - None
Non-Action Items None

5) Water & Sewer Department

Action Items:

Action Items: None

a) 6050 – 6052 Campus Park – Utility Bill Refund Request

b) 7363 Old Lantern Dr. – Sewer Billing Relief

c) 6744 Avalon Drive Billing Relief (irrigation system leaks)

d) Resolution establishing proposed Water & Sewer Rates

Non-Action Items:

a) October 2016 Financial Report

IV. Recognition of Individuals and/or Delegations Limit 3 Minutes

V. SUPERVISOR'S OFFICE

1) Action Items:

a) Proposed 2017 Budget - Resolution Adopting Appropriations Act

b) Supervisors recommendation – Committee Appointments

c) 2017 Meetings calendar

2) Non-Action items:

a) Holiday Closings and Holiday Luncheon

b) Cutlerville Fire – November Stats

c) Byron Township proposal regarding Cutlerville Fire Department

d) November 2016 Web-stats

VI. COMMENTS & DISCUSSION

- 1) Township Board
- 2) Supervisor
- 3) Miscellaneous

VII. ADJOURNMENT

- 1) The next regular Township Board meeting will be held January 09, 2017

Any interested persons are invited to attend and participate. Persons with disabilities needing any special accommodations should contact the Township offices one week prior to the meeting to request mobility, visual or any other assistance.

**Preliminary Agenda – Subject to Change*