

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD  
FOR THE Regular MEETING**

November 14, 2016

Present: Hilton, Lemke, Burnside, Haagsma, Fryling, Fouch, Osterink

Also present was Planner Mark Sisson

Opening prayer was given by Burnside and the Pledge of Allegiance was recited

1. Call to order by Supervisor Hilton at 7:21 p.m.

2. Individuals in the audience were given opportunity to address the Board

- John Young- owner of the property adjacent to Prairie Wolf Park spoke about finding people on their property and asking the Township to post signs stating the boundaries of the park property.
- Krystal Stuart, Community Policing Officer addressed the Young's issue and also updated the Board on her work the past month for Gaines Township

**3. Public Hearing on the 2017 Budget for Gaines Township**

Motion by Fouch and supported by Haagsma to open the Public Hearing at 7:41 p.m.

Ayes: Fryling, Fouch, Osterink, Hilton, Lemke, Burnside, Haagsma

No one in the audience wished to speak about the proposed budget and no written comments had been received.

Motion by Burnside and supported by Haagsma to close the public hearing at 7:42 p.m.

Ayes: Fouch, Osterink, Hilton, Lemke, Burnside, Haagsma, Fryling

4. Motion by Haagsma and supported by Burnside to approve the consent agenda including payment of the bills for 10/04/16 thru 11/07/16 in the amount of \$218,485.42

Ayes: Osterink, Hilton, Lemke, Burnside, Haagsma, Fryling, Fouch

5. Clerk's Office

A. Osterink explained that the plan document for our Township retirement plan must be amended to include full time firefighters in the category which applies the 10% pension to their pay. Osterink was hoping to have a resolution in place but was waiting for our provider to respond.

Motion by Lemke and supported by Fouch to approve the amendment with the knowledge the actual document would be presented at the next meeting.

Ayes: Hilton, Lemke, Burnside, Haagsma, Fryling, Fouch, Osterink

B. Osterink reported that there was an omission on the August meetings in regards to the millage for street lighting for 2017.

Motion by Osterink and supported by Fouch to approve the amendment to the minutes for August 2016 as presented and to amend those documents to include the omission.

Ayes: Lemke, Burnside, Haagsma, Fryling, Fouch, Osterink, Hilton

**C. Resolution in recognition of Don R. Hilton's service to Gaines Township**

Motion by Haagsma and supported by Burnside to adopt the resolution 2016-25 recognizing Don R. Hilton's contribution to Gaines Township as a policy maker and Board member for over 50 years.

Ayes: All

**D. Resolution in recognition of Eric Fouch's service to Gaines Township.**

Motion by Burnside and supported by Fryling to adopt the resolution 2016-26 recognizing Eric Fouch's contribution to Gaines Township during the 8 years tenure as a Township Trustee.

Ayes: All

**6. Planning Department**

**Final Plat Approval South Creek North**

Motion by Haagsma and supported by Fouch to grant conditional final plat approval for South Creek North with the following conditions:

A. The check in the amount of \$17,796.00 for security for the completion of items listed in the letter addressed to Mr. Wayne Harrall of the Kent County Road Commission on October 28, 2016 will not be released until all of the improvements, requirements and conditions of the Kent County Road Commission, Byron-Gaines Utility Authority and Gaines Charter Township are satisfied.

B. The street lights and all costs associated with installation and establishment of a street lighting special assessment district shall be borne by the developer.

C. Per the requirements of Sec. 22-61 (8), no occupancy permits for homes constructed within the final plat shall be granted until all of the improvements on, or in front of each lot are met, including the installation of sidewalks and street trees.

Ayes: Burnside, Haagsma, Fryling, Fouch, Osterink, Hilton, Lemke

**7. Water and Sewer Department**

**A. 8216 Kalamazoo Easement for Sewer line construction**

Motion by Haagsma and supported by Hilton to acquire the easement at 8216 Kalamazoo Ave SE for Sewer in order to save the expense of "going around" the property to install the sewer line.

Ayes: Haagsma, Fryling, Fouch, Osterink, Hilton, Lemke, Burnside

**B. Byron Center Christian School Easement Release**

Motion by Haagsma and supported by Burnside to release the easement as it is no longer needed as recommended by the Township Engineer.

Ayes: Fryling, Fouch, Osterink, Hilton, Lemke, Burnside, Haagsma

**C. 6050-52 Campus Park request for refund**

Motion by Haagsma and supported by Burnside to approve the recommendation of the water and sewer committee for the reasons stated and deny the request for refund.

Ayes: Fouch, Osterink, Hilton, Lemke, Burnside, Haagsma, Fryling

**D. 6624 College Sewer Back-up**

Motion by Haagsma and supported by Burnside to deny the request for reimbursement of costs for a sewer back up because state law does not allow Townships to do that.

Ayes: Osterink, Hilton, Lemke, Burnside, Haagsma, Fryling, Fouch

**8. Persons in the audience were given opportunity to address the Board**

- Mrs. Judy Young, co-owner of the property next to Prairie Wolf Park asked about the dogs in the Park that are not leashed. She believes they have become a nuisance and the owners do not respond to being reminded of the rules. A few different suggestions were brought up to curb this and Supervisor Hilton said he would remind the Parks and Trails Committee to work on this issue.

**9. Budget Discussion**

A. Motion by Haagsma and supported by Lemke to adopt resolution 2016-31 opting out of Public Act 152 of 2011 for calendar year 2017.

Ayes: Hilton, Lemke, Burnside, Haagsma, Fryling, Fouch, Osterink

B. Motion by Fouch and supported by Haagsma to adopt Resolution 2016-27 to set the meeting per diem at \$100.00 per meeting attended.

Ayes: Lemke, Burnside, Haagsma, Fryling, Fouch, Osterink, Hilton

C. Motion by Haagsma and supported by Burnside to adopt Resolution 2016-29 setting the salary for the Township Supervisor at \$70,428.03 for 2017

Ayes: Burnside, Haagsma, Fryling, Fouch, Osterink, Hilton, Lemke

D. Motion by Burnside and supported by Haagsma to adopt Resolution 2016-28 setting the Township Clerk's salary at \$70,428.03 for 2017.

Ayes: Haagsma, Fryling, Fouch, Osterink, Hilton, Lemke, Burnside

E. Motion by Burnside and supported by Fryling to adopt Resolution 2016-30 setting the Township Treasurer's salary at \$70,428.03 for 2017.

Ayes: Fryling, Fouch, Osterink, Hilton, Lemke, Burnside, Haagsma

F. Motion by Haagsma and supported by Lemke to table the final approval of the 2017 Budget until the incoming Supervisor has taken office and has time to give input into it.

Ayes: Fouch, Osterink, Hilton, Lemke, Burnside, Haagsma, Fryling

**G. Metro Council Appointment**

Motion by Haagsma and supported by Burnside to approve the appointment of incoming Supervisor Rob DeWard to Metro Council as recommended by Supervisor Hilton

Ayes: All

**H. Division Avenue streetlight poles**

After discussion no action was taken.

**I. Cutlerville Fire Board request for discussion**

The Board discussed the possibility of Byron Township taking over all oversight of the Cutlerville Fire Department and having Gaines Township contract with them for services. The Board determined that they would like more discussion on the matter and more details before deciding.

**J. New vehicle to replace the Cutlerville Fire Excursion**

After much discussion a motion was made by Haagsma and supported by Lemke to approve the purchase of the replacement vehicle as outline by Todd Szackas

Ayes: Lemke, Burnside, Haagsma, Fouch Nays: Osterink, Hilton, Fryling

K. Update on Library Roof- the temporary seal was being placed and the permanent roof will be done during a break in the weather in January

10. Motion by Fryling and supported by Fouch to adjourn the meeting at 9:16 p.m.

Ayes: All

Respectfully submitted,

---

Crystal Osterink, Clerk

The next regular meeting of the Gaines Charter Township Board will be held on December 12, 2016 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.