

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

December 12, 2016

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

Also present was Planning and Zoning Director Mark Sisson

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

1. Call to order by Supervisor DeWard at 7:00 p.m.
2. Individuals in the audience were given opportunity to address the Board
  - No one wished to speak
3. Public Hearing for Special Assessment Streetlighting District for Harmon Farms

Motion by Haagsma and supported by Burnside to open the public hearing at 7:04 p.m.

Ayes: all

- Planner Sisson explained the process of the Assessment District
- There was no one in the audience to speak to the issue and no written comments had been received.

Motion by Haagsma and supported by Fryling to close the public hearing at 7:06 p.m.

Ayes: All

Motion by Haagsma and supported by Burnside to open the 2<sup>nd</sup> Public Hearing for Harmon Farms Special Assessment District for Streetlighting at 7:07 p.m.

Ayes: all

- There was no one in the audience to speak to the issue and no written comments had been received.

Motion by Haagsma and supported by Burnside to close the public hearing at 7:08 p.m.

Ayes: All

4. Motion by Burnside and supported by Haagsma to approve the consent agenda including payment of the bills for November 14 through December 2, 2016 in the amount of \$123,960.94

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

**5. Planning Department**

A. Resolution Number 2 (2016-31) – Harmon Farms SAS for Streetlighting.

Motion by Haagsma and supported by Lemke to approve Resolution 2016-31 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 for Harmon Farms Streetlighting Special Assessment.

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

B. Turning Creek Site Condominium Subdivision- Final Subdivision Plan (site plan)

Motion by Haagsma and supported by Burnside to approve conditional final site plan of the Turning Creek Site Condominium subdivision subject to the following conditions:

A. The a check or new letter of credit in the amount of \$78,000.00 for security for the completion of items listed and attached to the letter addressed to Mark Sisson of the Planning Department on December 5, 2016 be deposited with the stipulation that it will not be released until all of the improvements, requirements and conditions of the Gaines Charter Township are satisfied, including the installation of property corner and unit monuments and the submission of final site condominium documents to be recorded and final as-built drawings to the Township.

B. Per the requirements of Sec. 16.13 and Sec. 34-21, 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: Osterink, DeWard, Lemke, Haagsma, Burnside, Fryling, VanderStel

#### **6. Treasurer's Department**

- Treasurer Lemke presented her 3<sup>rd</sup> quarter financial update.

Motion by Haagsma and supported by Burnside to accept and file the report subject to audit.

Ayes: All

#### **7. Water and Sewer Department**

##### **A. 6050 – 6052 Campus Park – Utility Bill Refund Request**

Based on a recommendation of the Water and Sewer Committee a motion was made by Haagsma and supported by Lemke to approve relief from the interest applied to an outstanding water bill (\$54.21) if the balance of the bill is paid by the end of 2016.

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

##### **B. 7363 Old Lantern Dr. – Sewer Billing Relief**

Based on a recommendation of the water and Sewer Committee a motion was made by Haagsma and supported by Fryling to approve relief of the sewer portion of the bill for the resident in the amount of \$662.09.

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

##### **C. 6744 Avalon Drive Billing Relief (irrigation system leaks)**

Based on the recommendation of the water and sewer committee a motion was made by Haagsma and supported by Fryling to approve relief of the sewer portion of the bill in the amount of \$941.00

Ayes: Burnside, Fryling, VanderStel, Osterink, DeWard, Lemke

D. Motion by Haagsma and supported by Fryling to table the Resolution for water and sewer rates in order to have more time for research.

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

8. Recognition of persons present to address the Board. No one wished to speak.

**9. Supervisor's Department**

**A. 2017 Budget Approval and Resolution Adopting General Appropriations Act:**

2017 Budgets for the General Fund, Water & Sewer Fund, Building Inspections, TIRF, Parks & Trails Fund and the Cable Grant Fund

Motion by Haagsma and supported by Lemke to adopt the budgets on a functional level and approve the resolution to do so.

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

**B. Committee Appointments for 2017.**

DeWard reviewed the recommended appointments for committees for the year 2017.

Motion by Lemke and supported by Haagsma to approve the Supervisor's recommendations for committee appointments as presented.

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

C. DeWard briefly discussed the holiday closing for the remainder of 2016, the Township web site redesign, and the last meeting held of the Cutlerville Fire Board.

10. Board members discussion: Lemke mentioned that it should be considered to allow the water and sewer committee to make final decisions on some of the relief issues rather than have those issues come to the Township Board.

Osterink mentioned the reduction of cost in the electric bill for the portion of Division Ave on which the change was made from regular to LED bulbs. More discussion will be held at the next meeting of the Township Board.

11. Motion by Lemke and supported by Fryling to adjourn the meeting at 7:59 p.m.

Ayes: all

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Crystal Osterink, Clerk

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Robert DeWard, Supervisor

The next regular meeting of the Gaines Charter Township Board will be held on January 9, 2017 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