

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD  
FOR THE REGULAR MEETING  
January 11, 2021**

The meeting was held as a virtual meeting via Zoom – Meeting # 818 9646 5818 – Password – 435367. Public who attended the meeting obtained meeting information and password by sending a request to [info@gainestownship.org](mailto:info@gainestownship.org) on the day of the meeting.

Present: DeWard from home, Brew from 8555 Kalamazoo Avenue, Lemke from 8555 Kalamazoo Avenue, Fryling from 8555 Kalamazoo Avenue, Haagsma from home, Terpstra from home, VanderStel from home, Dan Wells from 8555 Kalamazoo Avenue  
Absent with notice: Jansen

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

**2. Question of Conflict of Interest**

None.

**3. Proposed Agenda**

Motioned by Haagsma and supported by VanderStel to approve the agenda.

ROLL CALL VOTE: VanderStel - yes, Terpstra - yes, Lemke - yes, Haagsma – yes, Fryling – yes, DeWard - yes, Brew - yes Motion carried.

**4. Recognition of Individuals and/or Delegations.**

None.

**5. Consent Agenda**

Motioned by VanderStel and supported by Haagsma to approve the consent agenda including bills totaling \$279,884.33 for 12-01-2020 and 12-31-2020 .

ROLL CALL VOTE: Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Haagsma – yes, Fryling – yes, DeWard - yes Motion carried.

**6. Department/Office Reports**

**A. Clerk's Office**

**1) Appoint additional FOIA Coordinator**

Motioned by Haagsma and supported by Lemke to appoint the fire chief as a FOIA Coordinator for FOIA matters specific to the Fire Department.

ROLL CALL VOTE: DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Haagsma – yes, Fryling – yes Motion carried.

## B. Planning Department

### 1) Clover PUD Rezoning – Final Read

Motion by VanderStel and supported by Fryling to table the Clover Senior Housing PUD resolution due to additional matters to be resolved beyond the Township Board.

ROLL CALL VOTE: Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke – yes, Haagsma – yes Motion carried.

### 2) Mobile Defenders – Industrial Development Deferment request

Taken off the agenda by applicant due to additional matters beyond the Township Board.

### 3) Rezone 17 and 21 Willman and 6536 and 6540 South Division Avenue – First Read

Motion by Haagsma and supported by VanderStel to proceed to the Public Hearing for rezoning 17 and 21 Willman and 6536 and 6540 South Division Avenue.

ROLL CALL VOTE: Haagsma – yes, Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes Motion carried

### 4) Set Public Hearing - Rezone 17 and 21 Willman and 6536 and 6540 South Division Avenue

Motion by Haagsma and supported by VanderStel to set the Public Hearing for rezoning 17 and 21 Willman and 6536 and 6540 South Division Avenue to February 8, 2021.

ROLL CALL VOTE: Lemke – yes, Haagsma – yes, Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes Motion carried

## C. Assessing Department

### 1) Professional Development Request

Motioned by Lemke and supported by VanderStel to approve the professional development request for James Zenas.

ROLL CALL VOTE: Terpstra - yes, Lemke – yes, Haagsma – yes, Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes Motion carried.

## 7. Recognition of individuals and/or delegations

None.

## 8. Supervisor's Office

### 1. Kent County Cooperative Agreement

Motioned by Haagsma and supported by VanderStel to approve the Kent County Cooperative Agreement as presented

ROLL CALL VOTE: VanderStel - yes, Terpstra - yes, Lemke - yes, Haagsma – yes, Fryling – yes, DeWard - yes, Brew - yes Motion carried.

**2. Personnel Committee Recommendation – Position title change request**

Motioned by Lemke and supported by Terpstra to approve the position title request from Assessing Clerk to Assessing Technician

ROLL CALL VOTE: Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Haagsma – yes, Fryling – yes, DeWard - yes Motion carried.

**3. Personnel Committee Recommendation – Wage increase request**

Motioned by VanderStel and supported by Haagsma to approve changing the current Assessing Technician’s wage from \$19.26/hour to \$23.00/hour

ROLL CALL VOTE: DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke - yes, Haagsma – yes, Fryling – yes Motion carried.

**4. Personnel Committee Recommendation – Additional paid vacation request**

Motioned by Haagsma and supported by VanderStel to approve a second week of vacation to the current Assistant Assessor until the next step of three weeks vacation.

ROLL CALL VOTE: Fryling – yes, DeWard - yes, Brew - yes, VanderStel – yes, Terpstra - yes, Lemke – yes, Haagsma – yes Motion carried.

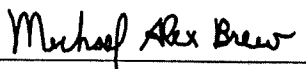
**9. Comments and Discussion**


The Township Office will open to the public on Monday, January 18, 2021. Social distancing and mask wearing will be enforced to protect from COVID.

**10. Adjournment**

Motion by Lemke and supported by VanderStel to adjourn the meeting at 8:03 p.m.

VOICE VOTE: All Ayes.

  
Michael Brew, Clerk

  
Robert DeWard, Supervisor