

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

June 10, 2019

Opening Prayer 6:55 PM ~ Kathy Vander Stel

Pledge of Allegiance to the Flag

Items Highlighted are Action Items

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 Angela Burnside, Treasurer Laurie Lemke, Trustees Tim Haagsma, Crystal Osterink, Dan Fryling, Kathy VanderStel

CALL TO ORDER AND ATTENDANCE AT 7:00 PM

Declaration of any Conflict of Interest

Approval of Agenda

I. CUSTOMARY ITEMS

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

Consent agenda items are listed under item II, including payment of the bills. 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 June 10, 2019
- B. Special Meeting Minutes from June 19, 2019

2) Building Department

- A. Building Department June 2019 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 June 7, 2019 thru June 28, 2019
B. Payments of the bills from in the amount of \$ 154,889.23

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

- 1) Clerk's Office -NONE
- 2) Planning
- 3) Treasurer's Department -NONE
- 4) Assessing Department -NONE
- 5) **Water & Sewer Department**
 - a) **Water Supply to Caledonia Township**
 - b) **Request for Township's participation for community septic system – Hideaway site condominium development**
 - c) **785 Coleman – Utility Bill Relief Request**
 - d) **1087 72nd Street – Utility Bill Relief Request**

Recognition of Individuals and/or Delegations Limit 3 Minutes

IV. SUPERVISOR'S OFFICE

- 1) **Action Items:**
 - a) **Pursue FEMA Grant for tornado shelters for residents**
 - b) **Solar Shades for lower level community rooms**
 - c) **Recommendation for appointment of alternate to the Board of Review**
- 2) **NON ACTION**
 - a) **Website stats for June 2019 , 7,702 views**

V. COMMENTS & DISCUSSION

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

VI. ADJOURNMENT

- 1) The next regular Township Board meeting will be held August 12, 2019

*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**

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
June 10, 2019**

Present: Fryling, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: Osterink
Assistant Planner McKernan was also present
Opening prayer was given by Trustee Haagsma and the Pledge of Allegiance was recited

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

2. Question of Conflict of Interest

None declared.

3. Proposed Agenda

Motion by Haagsma and supported by Burnside to approve the agenda as presented.

VOICE VOTE: All Ayes. Motion carried.

Trustee Fryling joined the meeting at 7:10 p.m.

4. Recognition of Individuals and/or Delegations

- Kurt Root, 147 Brownell, requested an update on the Living Waters situation
- Connie Root, 147 Brownell, commented on Living Waters
- Bruce Nicola commented that the residents around College & 66th St. would like to see a police presence in their neighborhood from our Kent County Sheriff's deputies
- **Public Hearing – South Creek North – Street Lighting Special Assessment District**

Motion by Burnside and supported by VanderStel to open the public hearing.

ROLL CALL VOTE: Fryling – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes. Motion carried.

No one wished to comment.

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

ROLL CALL VOTE: Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes. Motion carried.

- **Public Hearing – Special Assessment District Assessment Roll**

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

ROLL CALL VOTE: DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Burnside – yes. Motion carried.

No one wished to comment.

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

ROLL CALL VOTE: Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Burnside – yes, DeWard – yes. Motion carried.

5. Consent Agenda

Motion by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 5/3/19 through 5/30/19 in the amount of \$336,674.79.

ROLL CALL VOTE: Haagsma – yes, VanderStel – yes, Fryling – yes, Burnside – yes, DeWard – yes, Lemke – yes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

None.

B. Planning Department

1) Tentative Approval of 8233 East Paris Site Condominium

Motion by Burnside and supported by Haagsma to grant tentative approval of the 8233 East Paris Site Condominium.

ROLL CALL VOTE: VanderStel – yes, Fryling – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes. Motion carried.

2) Request for waiver of sidewalk requirement at College and 66th St. by Bruce Nicola

Motion by Haagsma and supported by Lemke to allow Bruce Nicola to pay \$6,000 in lieu of constructing sidewalks at his 3 properties on College & 66th St. or complete the sidewalks according to the ordinance.

ROLL CALL VOTE: Fryling – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes. Motion carried.

C. Treasurer's Office

1) 1st Quarter Financial Report

Motion by Fryling and supported by Haagsma to accept the 1st quarter financial report submitted by the Treasurer.

ROLL CALL VOTE: Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes. Motion carried.

D. Assessing Department

None.

E. Water and Sewer Department

None.

7. Recognition of individuals and/or delegations

No one wished to speak.

8. Supervisor's Office

A. South Creek North – Resolution for Special Assessment District for Street lighting

Motion by Burnside and supported by Haagsma to adopt the resolution to create the Special Assessment District for Street lighting in South Creek North.

ROLL CALL VOTE: DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Burnside – yes. Motion carried.

B. Recommendation from Cutlerville Fire Committee to purchase diesel exhaust removal systems for 4 diesel trucks

Motion by Burnside and supported by DeWard to approve the installation of 4 diesel exhaust systems on Cutlerville Fire Department trucks, at a cost of \$36,971.24, with Gaines and Byron each paying ½.

ROLL CALL VOTE: Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes, Burnside – yes, DeWard – yes. Motion carried.

Trustee Fryling left the meeting at 8:30 p.m.

C. Amendment to the Cutlerville Firefighter's Union Contract

Motion by Lemke and supported by Haagsma to approve amending the Cutlerville Firefighter's Union Contract to include an annual Lieutenant/Training Officer Stipend of \$2,040.

ROLL CALL VOTE: Haagsma – yes, VanderStel – yes, Burnside – yes, DeWard – yes, Lemke – yes. Motion carried.

D. FEMA grant for tornado shelters

Motion by Lemke and supported by VanderStel to table the decision to pursue a FEMA grant for tornado shelters for residents until further information can be obtained.

ROLL CALL VOTE: VanderStel – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes. Motion carried.

9. Comments & Discussion

DeWard updated the Board on Revolution Farms and the Stoneco project.

10. Adjournment

Motion by Burnside and supported by DeWard to adjourn the meeting at 9:00 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

Angela Burnside, Clerk

Robert DeWard, Supervisor

DRAFT

**MINUTES OF THE GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
FOR THE SPECIAL MEETING HELD ON
JUNE 19, 2019
AT THE GAINES CHARTER TOWNSHIP OFFICES
8555 KALAMAZOO AVENUE SE CALEDONIA, MICHIGAN 49316**

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 4:05 p.m. by Chair DeWard. A quorum was present.

MEMBERS PRESENT: Supervisor Rob DeWard, Treasurer Laurie Lemke, Trustees Crystal Osterink, Kathy VanderStel

MEMBERS ABSENT: Clerk Angela Burnside, Dan Fryling, Tim Haagsma

OTHERS PRESENT: Matt McKernan, Assistant Planner
Dave Jirousek, AICP- Township Planning Consultant

II. CONSIDERATION OF MEETING AGENDA

No Changes

III. INQUIRY OF CONFLICT OF INTEREST

Chair DeWard stated that he previously worked for Kamminga & Roodvoets, Inc., that frequently works with Stoneco. DeWard stated that he would be able to remain impartial. Kathy VanderStel stated that she lived adjacent to the existing and proposed mining sites.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

V. New Business

1. Site visit to active Stoneco mining operation at 1560 100th Street

The joint meeting of the Gaines Township Planning Commission & Township Board of Trustees commenced on the west side of the active mining operation at 1560 100th Street at a location approximately 800 feet from the “pre-crusher”. Tony Halloran and Steve Leach were present on behalf of Stoneco, as was their attorney Ken Vermeulen. Mr. Halloran gave a brief overview of the existing operation. Halloran stressed the measures that Stoneco takes to reduce noise on the site. Examples of such measures are a heavily insulated generator to run the conveyor system and “white noise” backup alarms for Stoneco owned vehicles. A decibel meter was used to measure the amount of noise generated by the site under normal working conditions. The site measured between 55-65 decibels (about the level of human conversation) under normal working conditions. The noise level increased to 72-85 decibels when vehicles passed the site.

The meeting relocated to the east side of the berms located at the corner of Kalamazoo Avenue & 100th Street. The noise levels again varied between 55-65 decibels during normal operation and rose as high as 85 decibels when traffic passed on Kalamazoo Avenue.

Mike Hekstra of 2499 108th Street visited the site to voice concerns over the site. Mr. Hekstra wanted to know how deep Stoneco mined, whether the grade on Kalamazoo Avenue would be leveled after completion of the mine, and whether or not the site would be suitable for farming or development after

the cessation of mining activities. Hekstra also expressed his opinion that the berms at the northeast corner of 100th Street and Eastern Avenue (now Preservation Lakes) were unsightly.

Mr. Halloran responded to Hekstra's comments. The depth of drilling will vary, but may go as deep as 30 feet. Stoneco mines well above the water table, leaving plenty of sand underneath the surface to allow for the installation of septic systems if needed. Improving the grading on Kalamazoo Avenue was discussed but ultimately it was determined to not be a feasible option. Stoneco takes direction from the Township on the design of berms. The berms on the existing site will be removed following the completion of mining on the site.

2. Site visit to farm owned by Doretta Anema

The meeting relocated to the farm owned by Doretta Anema at 4:50 PM. Anema had friends and neighbors present to help with her presentation (a list of attendees is attached to the meeting minutes). Anema began the tour with a presentation of a restored barn located 1200 feet to the southeast of the proposed mining operation. Anema explained that the barn was used as an artist/classroom space. Jamie Dunbar of Muskegon asked Anema how she felt the approval of the gravel pit would impact her current operation. Anema responded that she had spent a substantial sum of money restoring and improving the barn and fears that the proposed gravel mine will negatively impact her ability to operate her Friesian Horse riding facility.

The tour proceeded from the barn past a smaller riding area, through the horse stable, and ultimately to the large, fenced riding area in the northeast corner of the property. Anema gave an overview of the operation of the horse stables and riding area. Stan Bosscher of Caledonia (father of Anema's neighbor Jenny Ike) and Jamie Dunbar of Muskegon asked Anema questions pertaining to how dust and noise could impact the health of her horses. Anema explained that horses have sensitive lungs that are very susceptible to dust. Anema explained that she had chosen the orientation of her horse stable to maximize the flow of fresh air through the building. Anema is concerned that dust from the mining operation would be directed toward her horses. Anema finished the tour by explaining that she had invested significant amounts of time and money into her farm, which provides a unique service to the area.

VI. ADJOURNMENT

- Motion:** By Trustee Vanderstel supported by Treasurer Lemke to adjourn the meeting.
- Discussion:** None
- Ayes:** DeWard, Lemke, Osterink, VanderStel
- Nays:** None
- Abstain:** None
- Motion:** Passed

Meeting adjourned at 5:25 pm.

Meeting Attendee List

1. Tony Halloran, Stoneco
2. Ken Vermeulen, Attorney for Stoneco
3. Steve Leach, Stoneco
4. Mike Hekstra, 2499 108th Street SE
5. Jake & Jenny Ike, 10392 Kalamazoo Avenue SE
6. Steve & Cindy DeCook, Grandville
7. Stan Bosscher, Caledonia
8. Jamie Dunbar, Muskegon
9. Chantal Merizon
10. Jon Tenelsoff
11. Shirley Bruursema

CERTIFICATION

I hereby certify that the above is a true copy of the minutes from the June 19, 2019 Special Meeting of the Gaines Charter Township Planning Commission held at the time and place mentioned above pursuant to the required statutory procedures.

Respectfully submitted,

Angela Burnside,
Township Clerk
Gaines Charter Township

Dated: July 8, 2019

| Check Date | Check | Vendor Name | Description | Amount |
|------------------------|-------|-------------------------------------|--|----------|
| Bank GEN CHEMICAL BANK | | | | |
| 06/07/2019 | 27378 | 123.NET | PHONE SYSTEM INTERNET FOR JUNE | 251.50 |
| 06/07/2019 | 27379 | ARROWASTE INC | TRASH SERVICE AT TOWNSHIP OFFICE, LIBRAR | 199.98 |
| 06/07/2019 | 27380 | BOUND TREE MEDICAL LLC | MEDICAL SUPPLIES FOR DFD | 34.15 |
| 06/07/2019 | 27381 | CHARTER COMMUNICATIONS | INTERNET SERVICE AT TOWNSHIP OFFICE FOR | 134.97 |
| 06/07/2019 | 27382 | CONSUMERS ENERGY | ELECTRIC FOR MAY AT TOWNSHIP OFFICE, LIB | 5,321.98 |
| 06/07/2019 | 27383 | CUSTOM JANITORIAL | CLEANING SERVICES FOR TOWNSHIP OFFICE & | 2,012.00 |
| 06/07/2019 | 27384 | EVERETT'S LANDSCAPE MANAGEMENT INC | MOWING OF BIKE PATH & PWP PATH | 312.00 |
| 06/07/2019 | 27385 | GAINES TOWNSHIP TREASURER | WATER & SEWER FOR DFD | 116.60 |
| 06/07/2019 | 27386 | GRAND OFFICE SUPPLY | TRASH BAGS FOR PARK | 19.72 |
| 06/07/2019 | 27387 | HOME DEPOT | SUPPLIES FOR CEMETERY, DUTTON SIGN | 143.20 |
| 06/07/2019 | 27388 | INTEGRITY OFFICE | OFFICE SUPPLIES FOR VARIOUS DEPARTMENTS | 93.60 |
| 06/07/2019 | 27389 | J&B MEDICAL SUPPLY | MEDICAL SUPPLIES FOR DFD | 26.25 |
| 06/07/2019 | 27390 | JENNA PILKINGTON | MILEAGE REIMBURSEMENT APRIL-MAY | 122.38 |
| 06/07/2019 | 27391 | K & S PLUMBING CO. INC. | BYPASS VALVE ON R66 | 50.02 |
| 06/07/2019 | 27392 | LAMPHEAR SERVICE COMPANY INC | REPAIRS TO DFD OFFICE A/C UNIT | 223.25 |
| 06/07/2019 | 27393 | LAURIE LEMKE | MILEAGE AND EXPENSE REIMBURSEMENT FOR MA | 447.02 |
| 06/07/2019 | 27394 | MKSK | FOUR CORNERS TRANSPORTATION PLAN (2018) | 4,173.90 |
| 06/07/2019 | 27395 | PROPET | WASTE BAGS FOR PWP | 91.35 |
| 06/07/2019 | 27396 | ROGER STERK | MILEAGE REIMBURSEMENT FOR MAY | 186.75 |
| 06/07/2019 | 27397 | TECH MASTERS | SERVICE TO DFD TRUCKS | 3,991.86 |
| 06/07/2019 | 27398 | VRIESMAN & KORHORN LLC | ENGINEERING SERVICES FOR VARIOUS PROJECT | 5,603.70 |
| 06/14/2019 | 27399 | ADVANCED DOCUMENT DESTRUCTION | DOCUMENT SHREDDING | 130.00 |
| 06/14/2019 | 27400 | ADVANCED IMAGING SOLUTIONS | SERVICE CONTRACT FOR PRINTERS, COPIERS | 1,078.33 |
| 06/14/2019 | 27401 | BLOOM SLUGGETT | LEGAL SERVICES FOR MAY | 6,303.00 |
| 06/14/2019 | 27402 | BLUE CROSS BLUE SHIELD TRADITIONAL | TRADITIONAL HEALTH INSURANCE PREMIUMS FO | 6,219.07 |
| 06/14/2019 | 27403 | BLUE CROSS HSA | HSA INSURANCE PREMIUMS FOR JULY | 9,040.37 |
| 06/14/2019 | 27404 | CINTAS CORPORATION #301 | FLOOR MATS FOR TOWNSHIP OFFICE & LIBRARY | 152.94 |
| 06/14/2019 | 27405 | CONSUMERS ENERGY | STREETLIGHT CONTRACT FOR SUNNYGLEN | 400.00 |
| 06/14/2019 | 27406 | CONSUMERS ENERGY | ELECTRIC FOR DIVISION STREETLIGHTS | 275.69 |
| 06/14/2019 | 27407 | CONSUMERS ENERGY | ELECTRIC FOR STREETLIGHTS, CEMETERY | 777.44 |
| 06/14/2019 | 27408 | CUSTOM JANITORIAL | CLEANING SERVICES AT TOWNSHIP OFFICE & L | 1,100.00 |
| 06/14/2019 | 27409 | DELTA DENTAL | DENTAL INSURANCE PREMIUMS FOR JULY | 1,657.59 |
| 06/14/2019 | 27410 | FILTER IT | REPAIR TO DRINKING FOUNTAIN AT LIBRARY | 178.38 |
| 06/14/2019 | 27411 | GRAND OFFICE SUPPLY | OFFICE SUPPLIES | 18.27 |
| 06/14/2019 | 27412 | GREAT LAKES UPFITTING | INSTALLATION OF COMPUTER EQUIPMENT IN DF | 219.00 |
| 06/14/2019 | 27413 | GREEN GRASS INC | LAWN TREATMENT AT DFD | 270.00 |
| 06/14/2019 | 27414 | INTERURBAN TRANSIT PARTNERSHIP | GO BUS AND LINEHAUL SERVICE FOR JUNE | 3,690.66 |
| 06/14/2019 | 27415 | J&B MEDICAL SUPPLY | MEDICAL SUPPLIES FOR DFD | 24.50 |
| 06/14/2019 | 27416 | K & S PLUMBING CO. INC. | PLUMBING MAINTENANCE TEST AT DFD | 120.00 |
| 06/14/2019 | 27417 | LUMEN ELECTRIC INC | REPLACED BALLASTS, GFI AT DFD | 303.04 |
| 06/14/2019 | 27418 | MLIVE MEDIA GROUP | PUBLICATIONS FOR VARIOUS DEPARTMENTS | 587.32 |
| 06/14/2019 | 27419 | MUNICODE | ANNUAL CONTRACT FEE | 275.00 |
| 06/14/2019 | 27420 | PITNEY BOWES GLOBAL FINANCIAL SRVCS | POSTAGE MACHINE LEASE FEE | 380.13 |
| 06/14/2019 | 27421 | PLUMMERS DISPOSAL SERVICE | PORT A POTTY IN PWP | 135.00 |
| 06/14/2019 | 27422 | PROFESSIONAL CODE INSPECTIONS INC | MECHANICAL AND PLUMBING INSPECTIONS FOR | 5,400.00 |
| 06/14/2019 | 27423 | RICHMOND STAMP WORKS INC | STAMP FOR ASSESSOR | 34.50 |
| 06/14/2019 | 27424 | TDS METROCOM | BACK UP INTERNET AND SECURITY SYSTEM LIN | 285.35 |
| 06/14/2019 | 27425 | TENHAAF JENNIFER & JAMES | BD Payment Refund | 126.00 |
| 06/14/2019 | 27426 | TUFF TURF MOLEBUSTERS | LAWN TREATMENT ALONG DIVISION AVE CORRID | 200.00 |
| 06/14/2019 | 27427 | UNUM LIFE INSURANCE COMPANY | LONG & SHORT TERM DISABILITY PREMIUMS | 626.53 |
| 06/14/2019 | 27428 | WEX BANK | FUEL EXPENSE FOR DFD FOR MAY | 686.71 |
| 06/18/2019 | 27429 | BILL HENDERSON | BLAIN LOTS 201-NS-E&F BOUGHT BACK BY TOW | 200.00 |
| 06/18/2019 | 27430 | CONSUMERS LIFE | LIFE, AD&D INSURANCE PREMIUMS FOR JUNE | 317.98 |
| 06/18/2019 | 27431 | DAVID KIRWIN | SOFTWARE TRAINING FOR ASSESSING DEPARTME | 800.00 |
| 06/18/2019 | 27432 | DJ'S LANDSCAPE MANAGEMENT | LAWN MOWING AT TOWNSHIP OFFICE AND LIBRA | 1,825.57 |
| 06/18/2019 | 27433 | KENT COMMUNICATIONS INC | POSTAGE FOR SUMMER TAX BILLS | 2,500.00 |
| 06/18/2019 | 27434 | MEGAN VANHOOSE | REIMBURSEMENT OF MEALS, REFERENCE MATERI | 197.29 |

| Check Date | Check | Vendor Name | Description | Amount |
|------------|-------|---------------------------------|--|-----------|
| 06/18/2019 | 27435 | TOM VANDERLAAN | MILEAGE REIMBURSEMENT FOR INSPECTOR | 35.96 |
| 06/18/2019 | 27436 | WITMER PUBLIC SAFETY GROUP INC | EQUIPMENT FOR DFD | 77.57 |
| 06/28/2019 | 27437 | ACCIDENT FUND | WORKMAN'S COMP INSURANCE PREMIUMS FOR JU | 2,851.02 |
| 06/28/2019 | 27438 | ALL STAR PRINTING COMPANY | TAX BILLS, POSTCARDS FOR PLANNING | 1,407.00 |
| 06/28/2019 | 27439 | ANGELA BURNSIDE | REIMBURSEMENT OF MILEAGE AND CELL PHONE | 504.96 |
| 06/28/2019 | 27440 | AUTO VALUE PARTS STORES | VEHICLE SUPPLIES FOR DFD | 199.80 |
| 06/28/2019 | 27441 | CLARK HILL | LEGAL SERVICES FOR ASSESSING DEPARTMENT | 840.00 |
| 06/28/2019 | 27442 | COMCAST | INTERNET SERVICE AT DFD | 151.07 |
| 06/28/2019 | 27443 | CONSUMERS LIFE | LIFE INSURANCE PREMIUMS FOR JULY | 311.81 |
| 06/28/2019 | 27444 | DESIGN HEATING & A/C INC | BD Payment Refund | 245.00 |
| 06/28/2019 | 27445 | DTE ENERGY | NATURAL GAS AT TOWNSHIP OFFICE, LIBRARY | 664.39 |
| 06/28/2019 | 27446 | GOOTJES ASSOCIATES INC | ANNUAL MAINTENANCE CHECK ON SPRINKLING S | 118.86 |
| 06/28/2019 | 27447 | GORDON WATER | WATER FOR TOWNSHIP OFFICE AND DFD | 67.80 |
| 06/28/2019 | 27448 | GRAND OFFICE SUPPLY | OFFICE SUPPLIES | 21.25 |
| 06/28/2019 | 27449 | KENT COUNTY TREASURER | K.C. PATROL AND COMMUNITY P.O. FOR MAY | 68,716.95 |
| 06/28/2019 | 27450 | KENT COUNTY TREASURER | PICTOMETRY FOR ASSESSING DEPARTMENT | 3,184.94 |
| 06/28/2019 | 27451 | KIM TRIPLETT | MILEAGE AND CELL PHONE REIMBURSEMENT | 65.10 |
| 06/28/2019 | 27452 | LAMPHEAR SERVICE COMPANY INC | PREVENTATIVE MAINTENANCE REPAIRS AT LIBR | 535.00 |
| 06/28/2019 | 27453 | MAYNARDS WATER CONDITIONING LLC | SALT FOR WATER SOFTENER | 133.20 |
| 06/28/2019 | 27454 | OMEGA SYSTEMS, OCEAN INC. | IT SERVICES FOR MAY | 752.50 |
| 06/28/2019 | 27455 | PRINTING SYSTEMS | CHECKS FOR A.P. AND TREASURER | 264.46 |
| 06/28/2019 | 27456 | QUALITY SMALL ENGINE REPAIR | SUPPLIES FOR OIL CHANGE FOR DFD | 22.85 |
| 06/28/2019 | 27457 | ROBERT DEWARD | MILEAGE & EXPENSE REIMBURSEMENT FOR 2ND | 291.76 |
| 06/28/2019 | 27458 | SPRINT | CELL PHONES FOR VARIOUS DEPARTMENTS | 446.83 |
| 06/28/2019 | 27459 | STAR 2 STAR COMMUNICATIONS | PHONE SERVICE FOR TOWNSHIP OFFICE & DFD | 1,045.51 |
| 06/28/2019 | 27460 | TOM VANDERLAAN | MILEAGE REIMBURSEMENT FOR JUNE | 76.56 |
| 06/28/2019 | 27461 | VRIESMAN & KORHORN LLC | ENGINEERING SERVICES FOR VARIOUS PROJECT | 1,765.24 |

GEN TOTALS:

| | |
|----------------------------|------------|
| Total of 84 Checks: | 154,889.23 |
| Less 0 Void Checks: | 0.00 |
| Total of 84 Disbursements: | 154,889.23 |

vriesman & korhorn
CIVIL ENGINEERS

MEMO

Date: June 19, 2019

Project Number: 646/657

To: Byron Township Board of Trustees
Gaines Charter Township Board of Trustees

From: Nathan Vriesman, P.E.

***Regarding:* Water Supply to The Charter Township of Caledonia**

Message:

Dear Board Members:

We have recently completed extensive water system modeling to study the effects of a Caledonia Township connection to the Byron-Gaines water system. The modeling included a review of existing demands, 20 year projected demands, and future scenarios beyond 20 years.

Modeled water system pressures rise to unacceptable levels in the existing Byron-Gaines System when Caledonia demands are included. We have evaluated potential solutions to alleviate these pressure concerns. We have concluded that operational adjustments and watermain construction along the 76th Street corridor from east of Kalamazoo Avenue to the proposed Patterson Avenue tank location are the main components necessary to mitigate the expected increase in pressure through the 20 year projected demand scenarios.

A joint meeting of the Byron Township and Gaines Charter Township Water and Sewer Committees was held on June 12, 2019. The consensus formed at that meeting by the Committees was to recommend to their respective boards that they consider and pass the motion below to establish a general framework in furthering the discussion related to a Caledonia Connection to the Byron-Gaines public water supply system:

Suggested Motion

_____ Township wishes to be a good neighbor and facilitate a Caledonia Township connection to the Byron-Gaines public water supply system so long as the physical infrastructure and cost details can be worked out such that the customers of the Byron-Gaines water system and the residents of _____ Township do not subsidize the Caledonia connection. To do this, we anticipate the following:

- Caledonia Township would be required to construct a 4 mile 30” transmission main along 76th Street from the existing watermain east of Kalamazoo Avenue to the proposed Patterson Avenue tank property and 1,500’ of 16” watermain from this main to the north in order to close the Hanna Lake Avenue loop.
 - a. Byron and Gaines have master planned to construct a 16” watermain along 76th Street for their own purposes; however, this watermain would have been constructed over time as development occurs.
 - b. The Townships would consider paying to Caledonia Township the cost of a 16” main at the time the construction of the various segments of the transmission main would have been required or some other mutually agreed upon schedule. This would result in Caledonia paying to only oversize the pipeline from a 16” to a 30”.

- The contractual limit of the supply to Caledonia would be limited to 3.0 MGD.
 - a. 3.0 MGD is Caledonia’s projected demand 20 years from now.
 - b. Caledonia’s projected ultimate demand is 4.5 MGD.
 - c. Additional analysis should be done when an increased supply is requested.

- Caledonia would participate in the cost of any future watermain oversized beyond the needs of what Byron and Gaines would have required on their own.

- The cost of replacing existing watermain infrastructure in the future will be covered by the depreciation portion of the water rate charged to Caledonia.

- The costs related to documenting the many details in an inter-municipal agreement would be the responsibility of Caledonia Township.

- Caledonia should indicate if they wish to proceed with working out the details of a connection based upon the above general points by October 31, 2019.

Signed: 

- c. Ms. Debbie Cousineau, Byron Township Water and Sewer Administrator
Ms. Tracy Lawrence, Gaines Charter Township Water and Sewer Administrator
Mr. Michael Kortman, Byron-Gaines Utility Authority
Mr. Jeffrey M. Gritter, P.E., Vriesman & Korhorn Civil Engineers

GAINES CHARTER TOWNSHIP



Water Sewer Department

8555 Kalamazoo Ave. SE, Caledonia MI 49316

Phone 616-431-4660

MEMO

To: Gaines Charter Township Board of Trustees

From: Tracy Lawrence, Water & Sewer Administrator

Date: 7/1/19

Re: 785/787 Coleman Street – Utility Bill Relief Request

The Water & Sewer Department has been communicating with the owner and residents of the duplex located at 785/787 Coleman St. regarding negative usage that was reported during quarterly meter reading. Based on meter reads and usage history, this duplex has significant water leaks and at one point the water meter was turned around. A letter was provided to the owner summarizing the ongoing issues and the significance of tampering with a water meter.

The Water & Sewer Committee passed a motion recommending that the Township Board approve the request to grant the homeowner a waiver from penalties for a period of one year to pay the balance of the water and sewer bill. It should also be noted that the fines and civil infraction for tampering with the water meter have been waived by the Township Supervisor and the meter has been clamped into place so future tampering will be much more difficult.

GAINES CHARTER TOWNSHIP



Water Sewer Department

8555 Kalamazoo Ave. SE, Caledonia MI 49316

Phone 616-431-4660

MEMO

To: Gains Charter Township Board of Trustees

From: Tracy Lawrence, Water & Sewer Administrator

Date: 7/1/19

Re: 1087 72nd Street – Utility Bill Relief Request

The Water & Sewer Department has been communicating with the owner of 1087 72nd St. regarding the increase in the utility usage over the past year. A plumber discovered the water softener was broken; it was stuck in region mode which was cycling water in the unit and out into a floor drain resulting in high water and sewer bills.

The Water & Sewer Committee passed a motion recommending that the Township Board approve the request to grant the homeowner a waiver from penalties for a period of one year to pay the balance of the water and sewer bill.

MEMO

TO: Gaines Charter Township Board of Trustees
DATE: June 13, 2019
FROM: Robert DeWard, Township Supervisor
RE: Federal Grants for Residential Tornado Storm Shelters

My office has had communication with Matt Schnepf, State Hazard Mitigation Officer, regarding the Federal grants for residential tornado shelters.

He confirmed that our understanding of the requirements for the grant were on point with a couple of minor exceptions. There are two programs that can fund this type of project (Hazard Mitigation Grant Program and Pre-Disaster Mitigation program). The application process for each is similar. The Pre-Disaster program will likely present the next funding opportunity, however the Federal government has not announced anything yet. Matt's office is expecting the application period to open around September 1st, with the applications being due in January. If and when funds are available, the announcement will go out to local emergency management offices, so we would have to be in touch with the Kent County office on a regular basis, waiting for an announcement.

He could not give us an example or outline of what information we would need to provide for a residential safe room application as no community in Michigan has ever applied for one. He did state that the application process is a lot of work. His intent was not to discourage the Township from applying, but he wants us to have a realistic understanding of what we would be taking on. His staff would provide a lot of technical assistance and would try to make it as easy as possible, but it is a lot of work.

Additionally, because of the amount of work required, he would rather have more than one applicant (the grant request would be for an exact number of safe houses). He suggested putting out a notice to the whole community and see who else may be interested. Applying for and implementing a grant for ten safe rooms would not be a whole lot more work than applying for one. It would open the opportunity up to all residents.

While putting it out to the entire community makes sense, we wouldn't want to do so until we know if the Federal government will be offering the grant program this year. Waiting until a grant program has been announced will result in a limited response time we could offer residents.

MEMO

TO: Gaines Charter Township Board of Trustees
DATE: June 24, 2019
FROM: Robert DeWard, Township Supervisor
RE: Lower Level Window Dressings

The rental of our community rooms to the general public has been exceptionally successful. The word has “gotten out” and the rooms are rented more times than not. The lower level was rented every weekend in June (graduation open houses), we have bookings as far out as November, and are receiving calls from individuals wanting to reserve dates in 2020.

The keyless entry system has worked flawlessly. Kim issues each renter a unique entry code which is good for the day of their rental only. To date we have not any situations where a renter couldn't get into the room(s).

There has been no damage to the freshly painted walls, everything looks great with the exception of the window dressings. The mini-blinds were installed in 2002 and have seen their better day. We recently had two sets break (the brackets broke and they fell to the floor). This was the result of age, not misuse. Those two sets could not be re-hung, and there are many other sets in the same state.

One of the reasons the rooms are very popular is the beautiful view. However, that view comes with a price. That beautiful sunshine can make the rooms very uncomfortable, it is difficult to regulate the temperature in the rooms.

New window dressings have to be purchased. Solar Shades would be a good alternative to mini-blinds. Solar Shades:

- Sun rays are reflected instead of penetrating through the window
- Solar shades actively absorb heat from the outside
- Can reduce energy costs by at least 15%
- Provide increased privacy while allowing light to pass
- Are made with UV resistant, flame retardant and antimicrobial materials
- Can be motorized or manual

We solicited quotes from three area businesses. The quotes include replacing all the mini-blinds. Each company had their unique “perks” and “service points”. General properties are durability and stability.

The shades come in graduated levels of filtering. Going with a shade with between 3% and 10% openness would obstruct the view very little, while providing the blocking benefits and a degree of privacy. Darker colors seem to block the view less than lighter colors. Although the shades will provide some privacy during the day, when it is dark outside and lights are in the room, you will be able to see in the room.

Pictures are attached which show blinds with a fascia, without a fascia and the different degrees of blockage.

Quotes:

Discount Blinds (located in East Grand Rapids):

Quote # 1: Shades for both rooms that leave the very top row of windows open (no shades) allowing for some unfiltered light to enter the room:

\$5,447.15 (10% openness - no fascia)

Quote # 2: Shades for both rooms full length of windows:

\$6,104.30 (10% openness - no fascia)

Got-cha-covered (located in Kentwood):

Quote # 1: Shades for both rooms, full length of windows with fascia that matches window frames

\$9,981.00 (10% openness – includes fascia)

Quote # 2: Shades for both rooms, full length of windows

\$8,328.00 (10% openness – no fascia)

The Blind Spot (located in Byron Center):

Quote: Shades for both rooms, full length of windows with fascia

\$7,395.00* (between 3-5% openness - our choice, no difference in cost – strongly recommends no more than 5% for efficiency reasons)

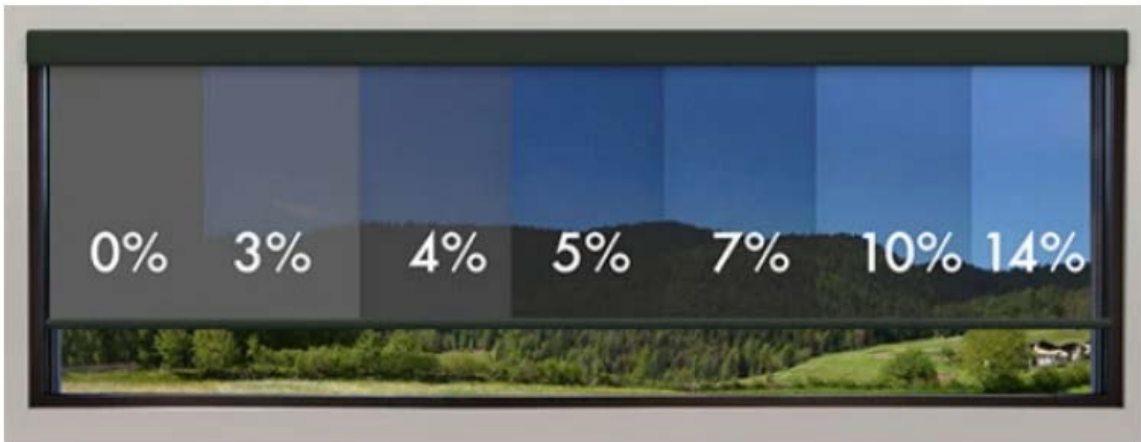
**An advertising discount will be applied if The Blind Spot is allowed to post a business sign during the installation period*



Without Fascia



With Fascia



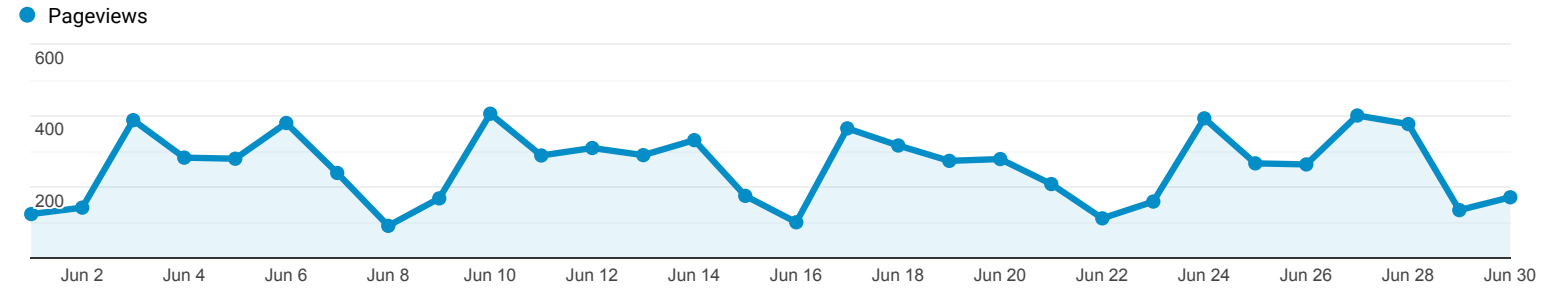
Openness levels

Pages

All Users
100.00% Pageviews

Jun 1, 2019 - Jun 30, 2019

Explorer



| Page | Pageviews | Unique Pageviews | Avg. Time on Page | Entrances | Bounce Rate | % Exit | Page Value |
|--|---|---|---|---|---|---|---|
| | 7,702 % of Total: 100.00% (7,702) | 6,219 % of Total: 100.00% (6,219) | 00:01:22 Avg for View: 00:01:22 (0.00%) | 3,472 % of Total: 100.00% (3,472) | 50.35% Avg for View: 50.35% (0.00%) | 45.08% Avg for View: 45.08% (0.00%) | \$0.00 % of Total: 0.00% (\$0.00) |
| 1. / | 1,927 (25.02%) | 1,487 (23.91%) | 00:00:55 | 1,363 (39.26%) | 29.71% | 35.03% | \$0.00 (0.00%) |
| 2. /document_center/index.php | 513 (6.66%) | 415 (6.67%) | 00:03:21 | 85 (2.45%) | 85.88% | 65.89% | \$0.00 (0.00%) |
| 3. /how_do_i_(faq)/contact/office.php | 488 (6.34%) | 410 (6.59%) | 00:01:10 | 160 (4.61%) | 65.62% | 55.53% | \$0.00 (0.00%) |
| 4. /residents/index.php | 304 (3.95%) | 222 (3.57%) | 00:01:30 | 33 (0.95%) | 57.58% | 36.84% | \$0.00 (0.00%) |
| 5. /online_services/index.php | 289 (3.75%) | 271 (4.36%) | 00:02:53 | 150 (4.32%) | 66.67% | 60.90% | \$0.00 (0.00%) |
| 6. /revize/gaines/ | 233 (3.03%) | 182 (2.93%) | 00:00:35 | 174 (5.01%) | 40.80% | 40.77% | \$0.00 (0.00%) |
| 7. /departments/water_sewer.php | 217 (2.82%) | 161 (2.59%) | 00:02:42 | 117 (3.37%) | 47.01% | 48.39% | \$0.00 (0.00%) |
| 8. /parks_and_recreation/prairie_wolf_park.php | 213 (2.77%) | 154 (2.48%) | 00:00:38 | 146 (4.21%) | 59.59% | 60.09% | \$0.00 (0.00%) |
| 9. /departments/planning_zoning.php | 186 (2.41%) | 155 (2.49%) | 00:01:03 | 109 (3.14%) | 34.86% | 29.57% | \$0.00 (0.00%) |
| 10. /gaines_charter_township/bid_ops.php | 139 (1.80%) | 132 (2.12%) | 00:06:17 | 128 (3.69%) | 95.31% | 93.53% | \$0.00 (0.00%) |

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