

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
January 13, 2020**

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

1. The meeting was called to order at 7:04 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

Fryling declared he would abstain from voting on his invoice under the Supervisor's office;
Burnside declared that she would abstain from voting on her replacement.

3. Proposed Agenda

DeWard added a resolution to approve the new Clerk's salary for 2020 under the Supervisor's office. Fryling requested that his invoice be moved to the last item under the Supervisor's office.

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

VOICE VOTE: All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations.

- **Public Hearing** – Amendment to the Crossings PUD

Motioned by Burnside and supported by Haagsma to open the public hearing.

VOICE VOTE: All Ayes. Motion carried.

No one wished to speak.

Motioned by Burnside and supported by Haagsma to close the public hearing.

VOICE VOTE: All Ayes. Motion carried.

- Sun & News presentation by Fred Jacobs
- John Bagley of Kent Conservative District Strike Team talked about invasive plant species

5. Consent Agenda

Motioned by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 12/6/19 through 12/27/19 in the amount of \$300,320.38.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

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1) Purchase of laptops for Elections

Motioned by Haagsma and supported by Fryling to approve the purchase of 10 new laptops for Elections.

VOICE VOTE: All Ayes. Motion carried.

2) Letter of Resignation

Motioned by Haagsma and supported by VanderStel to accept Clerk Burnside's resignation as of January 31, 2020.

VOICE VOTE: All Ayes. Burnside abstained. Motion carried.

B. Planning Department

1) Staybridge Suites Ordinance

Motioned by and supported by to approve Ordinance 2020-01 amending the Crossings PUD to allow for the construction of a Staybridge Suites hotel.

VOICE VOTE: All Ayes. Motion carried.

2) First read of Zoning Ordinance regarding PUDs

Motioned by Haagsma and supported by VanderStel to hold a second reading of the Zoning Ordinance change at the February 10, 2020 Board Meeting, to amend the Zoning Ordinance regulating size minimums for Planned Unit Developments.

VOICE VOTE: All Ayes. Motion carried.

C. Treasurer's Office

None.

D. Assessing Department

1) Resolution adopting Poverty Exemption Guidelines for Board of Review

Motion by and supported by to approve the Resolution establishing the Poverty Exemption Guidelines for the 2020 Board of Review.

VOICE VOTE: All Ayes. Motion carried.

E. Water and Sewer Department

None.

7. Recognition of individuals and/or delegations

- Jason VanderMolen, Community Policing Officer, gave an update
- Brian DeSmit commented on the Private Road Moratorium

8. Supervisor's Office

A. Lexipol and airbag expenditures by Dutton Fire Department

Motioned by Haagsma and supported by Fryling to approve the invoice for the Lexipol subscription for the Dutton Fire Department.

ROLL CALL VOTE: Fryling – no, Burnside – no, DeWard – no, Lemke – yes, Haagsma – yes, VanderStel – no. Motion failed.

Motioned by Haagsma and supported by Burnside that the 3 invoices in question be reviewed by the Dutton Fire Committee, and that the Committee bring a recommendation to the Board as to an amount for purchases within the budget that can be approved by the Committee.

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

B. Moratorium on Private Roads Ordinance

Motioned by Haagsma and supported by VanderStel to approve the Ordinance imposing a moratorium on Private Roads within the Township until May 1, 2020.

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

C. Publication of Record

Motioned by Haagsma and supported by VanderStel to remove the Sun & News as Publication of Record from the table.

VOICE VOTE: All Ayes. Motion carried.

Motioned by Haagsma and supported by VanderStel to begin using the Sun and News as the Publication of Record for public notices in 2020, with the following conditions:

1. The Sun & News must mail postcards to all addresses within the Township that are outside of the current distribution area, informing that they will be the Township's publication of record for public notices, and giving the opportunity to subscribe by mail.
2. The Township Office and Library will be bulk drop sites, as well as any businesses in the area that the Sun & News can get permission to drop the papers.
3. All proofs for public notices must be immediately posted to the Township website upon receipt.

VOICE VOTE: All Ayes. Motion carried.

D. Parks & Trails Committee appointment

Motioned by VanderStel and supported by Burnside to approve the appointment of Steve Maier to the Parks & Trails Committee for 2020.

VOICE VOTE: All Ayes. Motion carried.

E. Quote for landscaping maintenance at Prairie Wolf Park

Motioned by Lemke and supported by VanderStel to table the quote until the Parks & Trails Committee can discuss it and bring a recommendation.

VOICE VOTE: All Ayes. Motion carried.

F. Candidate for Clerk's position

Motioned by Haagsma and supported by Lemke to appoint Michael Brew as the Township Clerk as of February 1, 2020 for the remainder of the term, ending November 20, 2020.

VOICE VOTE: All Ayes. Burnside abstained. Motion carried.

G. Candidate for Election Administrator position

Motioned by Haagsma and supported by VanderStel to approve Jennifer Jager as the Election Administrator.

VOICE VOTE: All Ayes. Burnside abstained. Motion carried.

H. Request to Attend Annual MTA Conference

Motioned by Lemke and supported by Burnside to approve the Supervisor's request to attend the annual MTA Conference.

VOICE VOTE: All Ayes. Motion carried.

I. Resolution to establish Clerk's salary for 2020

Motioned by VanderStel and supported by Haagsma to adopt the resolution establishing the Clerk's salary at \$59,200 as of February 1, 2020, with the understanding that Michael Brew will begin as a Township employee on January 20, 2020.

VOICE VOTE: All Ayes. Motion carried.

J. Invoice from Dan Fryling

Motioned by Haagsma and supported by VanderStel to table the invoice for further documentation to be presented.

VOICE VOTE: All Ayes. Fryling abstained. Motion carried.

9. Comments & Discussion

The Board decided to hold a special meeting to discuss the recommendations of the Manager subcommittee, possibly February 3rd.

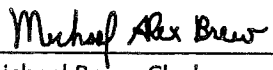
Lemke informed the Board that State Representative Steve Johnson would be coming to the Township Office on January 20th at 2:00 p.m., if any of the Board members wanted to meet with him.

Haagsma suggested that Burnside be compensated for time spent training/assisting after January 31st. DeWard would have Personnel Committee determine an appropriate wage.


10. Adjournment

Motion by Burnside and supported by VanderStel to adjourn the meeting at 8:50 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.



Michael Brew, Clerk



Robert DeWard, Supervisor