MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 6:00 PM MEETING
June 09, 2025

Present: Supervisor Terpstra, Clerk Brew, Treasurer Lemke, Trustees DeWard, Fryling, Vander Stel
Staff: Manager Weersing, Community Development Director Wells

Absent with notice: Haagsma with notice

Opening prayer was given by Board Member Fryling and the Pledge of Allegiance was recited.

1. The meeting was called to order at 06:03 p.m. by Board Member Terpstra.

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed for in-depth discussion

4. Meeting Agenda

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the published agenda.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- **a) May 2025 Gaines Charter Township Fire Department Run Report**
- **b) Building Department May 2025 Revenue Report**
- **c) May 2025 Community Policing Officers' Report**
- **d) Treasurer's Annual Report**

6. Scheduled Speakers

Dan Veldhuizen, Sigfried and Crandall, annual audit report to the Gaines Charter Township Board

J. R. Kendal, Kendal Property Group, on changing the ordinance on multi-family dwelling building permit availability.

7. Recognition of Individuals and/or Delegations for agenda and non-agenda items.

Steve Zaagran for a Renaissance fair to serve alcohol to benefit Grand Rapids Original Swing Dance Society.

8. Public Hearings

No public hearings scheduled

9. Approval of the Consent Agenda

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Consent Agenda including the May 12, 2025 draft meeting minutes; Treasurer's April 2025 Financial Report; General fund expenditures from 05/01/2025 through 05/31/2025 totaling $138,721.75; Public Safety Special Assessment District expenditures totaling $159,396.56; and Building inspections totaling $23,500.52.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried by roll call vote.

10. New Business

A. Koetje Builders – Rezoning Request

Motion by Board Member Lemke and seconded by Board Member Vander Stel to set a public hearing for July 14, 2025 for the Koetje Builders Rezoning Request.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

B. Continental Properties – Rezoning Request

Motion by Board Member Lemke and seconded by Board Member Vander Stel to set a public hearing for July 14, 2025 for the Continental Properties Rezoning Request.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

C. Prairie Wolf Station – Contract 2

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Prairie Wolf Station Water and Sewer contract #2.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes. Motion carried by roll call vote.

D. Modus Elections Software

Motion by Board Member Vander Stel and seconded by Board Member Fryling to approve the Modus Election Software contract.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes. Motion carried by roll call vote.

E. Establish September 19, 2025 as Prisoner of War / Missing In Action Recognition Day

Motion by Board Member Vander Stel and seconded by Board Member Lemke to designate September 19, 2025 as Prisoner of War / Missing in Action Recognition Day.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried by roll call vote.

F. Assessor – IAAO Conference

Motion by Board Member Vander Stel and seconded by Board Member Brew to approve the assessor request to attend the IAAO conference.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - no, Board Member Fryling - yes, Board Member DeWard - yes,. Motion carried by roll call vote.

G. Gaines Charter Township Fire Department Conference Request

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the Gaines Charter Fire Department Fire Chief request to attend the First Due Conference.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried by roll call vote.

H. Special Event Liquor License Request

Motion by Board Member Lemke and seconded by Board Member Fryling to approve a special liquor license for Grand Rapids Swing Dance INC fundraiser for September 6, 2025 pending meeting all the requirements of the township planning department.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

I. Building / Electrical Inspector Position

Motion by Board Member Vander Stel and seconded by Board Member DeWard to allow staff to advertise a building – electrical inspector additional position.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Fryling - yes, Board Member Brew - yes, Board Member Terpstra - yes, Board Member Lemke - yes. Motion carried by roll call vote.

J. Re-branding Financial Request

Motion by Board Member Vander Stel and seconded by Board Member Lemke to hire a graphic design firm or individual to rebrand Gaines Charter Township not to exceed $20,000.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes, Board Member Terpstra - yes. Motion carried by roll call vote.

K. Closed Session – Notice Posted 05-27-2025

The Gaines Charter Township Board of Trustees will meet in closed session, June 9, 2025 during its regularly scheduled meeting, pursuant to the Open Meetings Act, being MCL 15.268 *et seq.,*. This meeting is to address a periodic personnel evaluation, which the employee has requested be discussed in closed session.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to enter closed session at 7:48 pm.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to enter open session at 8:24 pm.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

L. Personnel Committee Manager Contract Extension, Severance Expansion, and Pay Raise

Motion by Board Member Vander Stel and seconded by Board Member Lemke to approve the Gaines Charter Township Personnel Committee recommendation to move township manager, Rod Weersing contract to a rolling 1 year contract, to add 1 year of severance to a maximum of 12 months for each year of service being retroactive to the first year of service, and to raise the level of pay by 5% retroactive to February 27, 2025.

ROLL CALL VOTE: Board Member Vander Stel - yes, Board Member Lemke - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Brew - yes. Motion carried by roll call vote.

11. Public Comments

Community Policing Officer Jeff Bylsma reported on an event that he held with Streams of Hope and South Christian High School collecting over 5,500 diapers.

12. Manager's comments

Comment on how the diaper drive was very positive for the township and the community.

13. Supervisor's comments.

There will be a very important second meeting on July 28, 2025 to discuss the budget.

Comment on the 48 hours spent with the fire department.

5 letters were received from Legacy Christian schools with items the township should consider.

14. Trustees comments

Board Member Fryling inquired about the Kent County deer study mentioned in a previous meeting.

Board Member Fryling inquired about the cemetery monument restoration at Blain cemetery.

Board Member Brew commented about the replacement of election equipment by February 28, 2027.

15. Adjournment

Supervisor Terpstra adjourned the meeting at 08:44 p.m.

Michael Alex Brew

Michael Alex Brew, Clerk

Robert Terpstra

Robert Terpstra, Supervisor