MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
November 11, 2024

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, Vander Stel Staff: Manager Weersing

Absent with notice: None

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

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

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

None

4. Meeting Agenda

Motion by Board Member Terpstra and seconded by Board Member Haagsma to approve the proposed agenda.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried on voice vote.

5. Communications ~ Non-action Informational Items

- **a) October 2024 Building Department Revenue Report**
- **b) October 2024 Dutton Fire Run Report**
- **c) October 2024 Cutlerville Fire Run Report**
- **d) October 2024 Community Policing Officer's Report**
- **e) 2024 Election Statistics**

6. Scheduled Speakers

None.

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

Shirley Bruursema expressed gratitude to Supervisor DeWard for his service to the community and the trustee board members who attended and helped at the annual Harvest Festival.

Thomas Workema spoke about his concerns on the ordinance changes proposed. Mr. Workema used solar panels as the example of the proposed ordinance changes incorrectly restricting residents.

8. Public Hearings

A. **Small Distiller's License ~ Grinning Mitten doing business as (DBA) Railtown**

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to open the Grinning Mitten Small Distiller's License public hearing.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

No one spoke.

Motion by Board Member Vander Stel and seconded by Board Member Fryling to close the Grinning Mitten Small Distiller's License public hearing.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

B. **2025 Proposed Township Budget**

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to open the 2025 Proposed Township Budget public hearing.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

No one spoke

Motion by Board Member Vander Stel and seconded by Board Member Fryling to close the 2025 Proposed Township Budget public hearing.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

C. **Proposed Cemetery Ordinance changes**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open the Proposed Cemetery Ordinance changes public hearing.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

No one spoke

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to close the Proposed Cemetery Ordinance changes public hearing.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

9. Approval of the Consent Agenda

Motion by Board Member Terpstra and seconded by Board Member Haagsma to approve the Consent agenda including the October 14, 2024 Township Board meeting minutes; General fund expenditures from 10/01/2024 through 10/31/2024 totaling $209,590.72; Public Safety Special Assessment District expenditures totaling $75,800.10; Building inspections totaling $23,113.37; Water and sewer fund expenditures $10,331.95; and Treasurer's report.

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

10. New Business

A. National Flood Insurance Program

Motion by Board Member Fryling and seconded by Board Member Haagsma to set the public hearing for December 9, 2024 joining Gaines Charter Township to the National Flood Insurance Program.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

B. Dutton Fire Day Room Furniture

Motion by Board Member Vander Stel and seconded by Board Member Lemke to approve the $3,388.28 expenditure for day room furniture at the Dutton Fire station.

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

C. Dutton Fire Sign Replacement

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to approve the Midwest Sign Company quote of the $16,770.00 expenditure to replace parts of the Dutton Fire station sign.

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

D. Opioid Settlement dollars

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to distribute $15,000 of Opioid Settlement dollars to Reach the Forgotten Jail Ministry for training staff members.

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

E. Railtown's request for a Small Distiller's License

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Railtown request for a Small Distiller's license.

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

F. Water and Sewer Administrator Status Change

Motion by Board Member Lemke and seconded by Board Member Terpstra to approve the status change of the Water and Sewer Administrator from part-time to full time.

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

G. Cemetery Ordinance

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to not approve the proposed cemetery ordinance changes.

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

Motion by Board Member Haagsma and seconded by Board Member Terpstra to postpone indefinitely and have staff make changes to the proposed Cemetery Ordinance.

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

H. Cemetery Rules and Regulations

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to postpone indefinitely and have staff make changes to the proposed Cemetery Rules and Regulations.

VOICE VOTE: 7 Aye. 0 Nay. Motion carried by voice vote.

I. Cemetery Fee Schedule

Motion by Board Member Haagsma and seconded by Board Member Lemke to approve the Cemetery Fee Schedule to be effective January 1, 2025.

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

J. Water and Sewer Contract for Alexander Trails

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the Water and Sewer contract for the Alexander Trails development.

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

K. Water and Sewer Contract for Prairie Wolf Station amendment

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Water and Sewer contract amendment for the Prairie Wolf Station development.

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

L. Resolution setting 2025 Supervisor's Salary

Motion by Board Member Vander Stel and seconded by Board Member Fryling to set the 2025 Supervisor's salary to $37,087.00.

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

M. Resolution setting 2025 Clerk's Salary

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to set the 2025 Clerk's salary to $92,735.00.

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

N. Resolution setting 2025 Treasurer's Salary

Motion by Board Member Vander Stel and seconded by Board Member Fryling to set the 2025 Treasurer's salary to $92,735.00.

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

O. Resolution setting 2025 Board of Trustees Meeting Per Diem

Motion by Board Member Lemke and seconded by Board Member Vander Stel to set the 2025 Board of Trustee's meeting per diem to $120.00 per meeting.

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

P. Resolution exempting the Township from the Requirements of Public Act 152

Motion by Board Member Haagsma and seconded by Board Member Lemke to exempt Gaines Charter Township from the requirements of Public Act 152 of 2011.

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

Q. Adopting the 2025 Appropriations Act (adopting the 2025 budget)

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to adopt the 2025 Appropriations Act thereby adopting the proposed 2025 budget.

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

11. Public Comments

No one spoke.

12. Manager's comments

Blain columbarium could be completed in 6 to 8 weeks but with weather conditions may push installation to March or April.

Microsoft has had the Township Manager and Community Development Director sign a non-disclosure agreement although both officials know no more than the public at this point.

13. Supervisor's comments.

Thank you for your support over the years and looking forward to switching seats with Board Member Terpstra.

14. Trustees comments

Board Member Lemke noted that the six Planned Unit Developments approved in October have increased the work load in the building, assessing, and planning departments. We may need to add staff in the future to these departments because of township growth.

Board Member Terpstra thanked the board for their support in the transition. He already has a notebook of ideas.

Board Member Terpstra wished the Planning Commission minutes were included in the board packet as the last planning commission meeting had quite a discussion on a 66 acre Planned Unit Development that residents voiced their opposition. Those details may not make it to the Board of Trustees without the minutes included in the board packet communication section.

Board Member Fryling updated the board on the HVAC inspection which pointed out parts of the system not functioning. Township Manager Weersing has already contacted Lamphear to address the issues.

15. Adjournment

Supervisor DeWard adjourned the meeting at 08:34 p.m.

Michael Alex Brew

Michael Alex Brew, Clerk

Robert Terpstra

Robert Terpstra, Supervisor