MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
December 08, 2025

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

Absent: Trustee: DeWard with notice in advance

Opening prayer was given by Board Member Vander Stel and Chris Moraitis led as the Pledge of Allegiance was recited.

1. The meeting was called to order at 07:03 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 Vander Stel and supported by Board Member Fryling to approve the published agenda.

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

5. Communications ~ Non-action Informational Items

- **a) November 2025 Gaines Charter Township Fire Department Run Report**
- **b) November 2025 Community Policing Officers' Report**
- **c) Building Department November 2025 Revenue Report**
- **d) Grand Valley Metro Council Newsletter**

6. Scheduled Speakers

Chris Moraitis, District 20 State Senate Candidate spoke.

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

No one spoke

8. Public Hearings

A. **Zoning Text Amendment for Electronic Changeable Messaging signs**

Motion by Board Member Lemke and seconded by Board Member Haagsma to open the public hearing for the Zoning Text Amendment for Electronic Changeable Messaging signs.

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

No one spoke

Motion by Board Member Lemke and seconded by Board Member Vander Stel to close the public hearing for the Zoning Text Amendment for Electronic Changeable Messaging signs.

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

B. Proposed Amendment to Water and Sewer Ordinance

Motion by Board Member Haagsma and seconded by Board Member Fryling to open the public hearing for the proposed amendment to the Water and Sewer Ordinance.

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

No one spoke

Motion by Board Member Lemke and seconded by Board Member Fryling to close the public hearing for the proposed amendment to the Water and Sewer Ordinance.

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

9. Approval of the Consent Agenda

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the Consent Agenda including the November 10, 2025 draft minutes; the Treasurer's October 2025 Financial Report; General fund expenditures from 11/01/2025 through 11/30/2025 totaling $103,273.65; Public Safety Special Assessment District expenditures totaling $173,986.60; Building inspections totaling $8,470.94 and Water and Sewer expenditures totaling $542,572.53.

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

10. New Business

A. Zoning Text Amendment – Electronic Changeable Messaging Signs

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the zoning text amendment for electronic changeable messaging signs as recommended by the Planning Commission.

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

B. Conditional Rezoning

Motion by Board Member Haagsma and supported by Board Member Vander Stel to send the reversional conditional rezone of 84th street and Eastern property to neighborhood commercial to the Planning Commission.

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

C. Proposed Amendment to the Water and Sewer Ordinance

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the amendment to the Water and Sewer Ordinance.

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

D. 2026 Poverty Exemption

Motion by Board Member Lemke and supported by Board Member Fryling to approve the 2026 Poverty Exemption numbers.

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

E. 2025 Budget Amendments

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the 2025 Budget Amendments.

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

The Board recessed for a demonstration of the new Gaines Charter Fire Department fire engine at 7:30 pm. The meeting resumed at 7:43 pm.

F. New Phone System

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the purchase of a new phone system.

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

G. In Lieu of Sidewalk Request

Motion by Board Member Lemke and supported by Board Member Vander Stel to accept payment in lieu of sidewalk installation at 6169 Wing Avenue.

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

H. 2026 Property and Casualty Insurance

Motion by Board Member Haagsma and supported by Board Member Vander Stel to accept the quote from Olivier VanDyk Insurance Agency for property, casualty, cyber security, and workers comp insurance as recommended by staff.

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

I. Proposed 2026 Meeting Dates

Motion by Board Member Haagsma and supported by Board Member Lemke to accept the 2026 meeting calendar as presented.

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

J. 2026 Committee Appointments

Motion by Board Member Brew and supported by Board Member Lemke to table the 2026 committee assignments as presented.

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

K. 2026 Trustees Salary

Motion by Board Member Lemke and supported by Board Member Vander Stel to approve the 2026 Trustee salary.

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

L. 2026 Clerk Salary

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the 2026 Clerk salary.

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

M. 2026 Treasurer's Salary

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the 2026 Treasurer's salary.

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

N. Requirements – Public Act 152 of 2011

Motion by Board Member Haagsma and supported by Board Member Vander Stel to approve the exemption from the requirements of Public Act 152 of 2011.

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

O. 2026 Supervisor's Salary

Motion by Board Member Lemke and supported by Board Member Haagsma to approve the 2026 Supervisor's salary.

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

P. Updated Employee Handbook

Motion by Board Member Vander Stel and supported by Board Member Haagsma to adopt the Employee Handbook with suggested changes.

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

11. Public Comments

No one spoke

12. Manager's comments

The concept of a senior property tax exemption was discussed.

13. Supervisor's comments.

A February open house is being planned.

New fire will have a push event in early February.

14. Trustees comments

Discussion on the spending overrun from the board approved amount of $20,000 on June 9, 2025.

The luminary walk was a successful event.

Homeless camps in Gaines Charter Township were discussed.

76th and Breton Avenue area concern about vehicles present at odd times during the day in a field.

Concern on both fire stations responding to every call.

15. Adjournment

Meeting adjourned at 9:10 p.m.

Michael Alex Brew

Michael Alex Brew, Clerk

Robert Terpstra

Robert Terpstra, Supervisor