

PRELIMINARY * AGENDA GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES MEETING

January 8, 2018

Opening Prayer 6:55 PM ~ Dan Fryling

Pledge of Allegiance to the Flag

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 Crystal Osterink, Dan Fryling, Tim Haagsma, Kathy VanderStel

CALLED TO ORDER AND ATTENDANCE AT 7:00 PM

I. CUSTOMARY ITEMS

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

- 1) **Public Hearing** to consider Celebration Banquets, LLC request for a Class C Liquor License
 - 2) **Dorin Bogbon** – 6602 Avalon Drive – Water & Sewer Bill dispute
-

Consent agenda items are listed under item II, including payment of the bills, with no exception. 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 December 11, 2017

2) Building Department

- A. Building Department December 2017 Revenue Report – Summary for Mechanical & Plumbing Permits, Electrical Revenue Reports
- B. Building Department Annual 2017 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 December 14, 2017 thru December 29, 2017
- B. Payments of the bills from 12/14/17 thru 12/29/17 in the amount of \$141,233.67

Motion to Approve Consent Agenda - ACTION ITEM

III. **DEPARTMENT/OFFICE REPORTS**

1) Clerk's Office - NONE

2) Planning –

Action Item:

- a) Hash Tag Acres– preliminary plat review

Non-Action item

- a) Verbal update on DAS

3) Treasurer's Department

Action Item:

Non-Action item:

4) Assessing Department - NONE

5) Water & Sewer Department

Action Items:

Non-Action Items:

- a) December 2017 Financial Report- Preliminary

IV. **Recognition of Individuals and/or Delegations** **Limit 3 Minutes**

V. **SUPERVISOR'S OFFICE**

1) Action Items:

- a) Re-Consideration of Celebration Banquet's application for liquor license
- b) 2018 Midwest Road Race Championships, USA Cycling
- c) Appointment of Brad Waayenberg to the Planning Commission
- d) Add October Workshop meeting date to approved calendar
- e) Consideration of changes to Community Room Rental policy
- f) Resolution acknowledging Louis Waayenberg's service to the Township

2) Non-Action items:

- a) Community Policing Officer Krystal Stuart's December 2017 re-cap
- b) First look at website redesign
- c) December 2017 Web-stats

VI. **COMMENTS & DISCUSSION**

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

VII. **ADJOURNMENT**

- 1) The next regular Township Board meeting will be held February 12, 2018

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*

PRELIMINARY * AGENDA GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES MEETING

February 12, 2018

Opening Prayer 6:55 PM ~ Kathy VanderStel

Pledge of Allegiance to the Flag

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Meeting called by Supervisor Rob DeWard

Attendees: Supervisor Rob DeWard, Clerk Angela Burnside, Treasurer Laurie Lemke, Trustees Crystal Osterink, Dan Fryling, Tim Haagsma, Kathy VanderStel

CALLED 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

- 1) **Dorin Bogbon** – 6602 Avalon Drive – Water & Sewer Bill dispute
- 2) **Jim Klapthor** – USA Cycling (Race)
- 3) **Krystal Stuart** – Community Policing Officer
- 4) **PUBLIC HEARING** – Stonewater/Crystal Springs PUD

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II. CONSENT AGENDA

- 1) Board Meeting Minutes

A. Regular Meeting Minutes from January 8, 2018

2) Building Department

- A. Building Department January 2018 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 01/09/18 thru 01/31/18
B. Payments of the bills from 01/09/18 thru 01/31/18 in the amount of \$268,804.23

Motion to Approve Consent Agenda - ACTION ITEM

III. **DEPARTMENT/OFFICE REPORTS**

1) Clerk's Office – NONE

Action Item:

- a) Hi Speed Scanner for election equipment

Non-Action item - NONE

2) Planning –

Action Item:

- a) Preservation Lakes II final Preliminary Plat approval
b) Stonewater/Crystal Springs PUD

Non-Action item- NONE

3) Treasurer's Department

Action Item:

- a) Accept and File 4th Qtr. 2017 Financial Report (subject to audit)
b) Strike Personal Property Taxes from the Tax Rolls

Non-Action item:

4) Assessing Department – NONE

5) Water & Sewer Department

Action Items:

- a) Payment Plan Request for Water Connection Fees for 714 & 730 Dawn Street
b) Resolution of Approval for Intergovernmental Utility Service Agreement (Bretonfield Development)

c) Resolution to Amend Rate Resolution to correct Water Trunkage Fee-2018

Non-Action Items: NONE

IV. Recognition of Individuals and/or Delegations Limit 3 Minutes

V. SUPERVISOR'S OFFICE

1) Action Items:

- a) Request for Road Closure – **Neverthesame** Annual Mud Run 8/28/18
- b) Recommendation for the purchase of 20 air packs for Dutton Fire
- c) Reconsideration of 2018 Midwest Road Race Championships, USA Cycling
- d) Library Lighting Upgrade
- e) Hiring of "Casual" Employees
- f) Revisions to Employee Personnel Manual
- g) Board input on revision of Community Room Rental Policies
 - Cutlerville-Gaines Chamber of Commerce use of Community Room(s)

2) Non-Action items:

- a) **January 2018 Community Policing report**
- b) **January 2018 web stats**
- c) **Par Plan Risk Reduction Grant Awarded - \$5K for security cameras**
- d) **Winter 2018 MS4 Newsletter**
- e) **GVM Transportation Dept. January 2018**

VI. COMMENTS & DISCUSSION

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

VII. ADJOURNMENT

- 1) The next regular Township Board meeting will be held March 12, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

March 12, 2018

Opening Prayer 6:55 PM ~ Crystal Osterink

Pledge of Allegiance to the Flag

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Meeting called by Supervisor Rob DeWard

Attendees: Supervisor Rob DeWard, Clerk Angela Burnside, Treasurer Laurie Lemke, Trustees Crystal Osterink, Dan Fryling, Tim Haagsma, Kathy VanderStel

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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

- 1) Public Hearing – Allocation of CDBG funds for North Kent Transit
(Hope Network)*
- 2) Max Lambert – payment in lieu of sidewalk*

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II. CONSENT AGENDA

1) Board Meeting Minutes

- A. Regular Meeting Minutes from February 12, 2018

2) Building Department

- A. Building Department February 2018 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 Feb. 9, 2018 thru Feb. 28, 2018

- B. Payments of the bills from Feb. 9, 2018 thru Feb. 28, 2018 in the amount of \$105,937.07

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office – NONE

Action Item:

- a) Resolution to amend existing 401 (a) – Change normal retirement age to 60
- b) Resolution to amend existing 457 Plan – Participants will be eligible after one month of service
- c) Resolution to amend existing 401(a) – Change in class eligibility
- d) Resolution to amend existing 401(a) – Removal of 20 hour requirement Class 2
- e) Resolution to amend existing 401(a) Plan – Board/Commission/Committee eligibility

Non-Action item - NONE

2) Planning –

Action Item:

- a) 1st Read – Hannah Lake Trails Special Assessment District – establish public hearing dates
- b) Four Corners – Funding for Multi-Model Transportation Study
- c) 2017 Planning Dept. Annual Report

Non-Action item - NONE

3) Treasurer's Department - NONE

4) Assessing Department – NONE

5) Water & Sewer Department-

- a) Preservation Lakes Water & Sewer Development Contract

Non-Action Items: NONE

IV. Recognition of Individuals and/or Delegations *Limit 3 Minutes*

V. SUPERVISOR'S OFFICE

1) Action Items:

- a) Liquor License Renewals
 - i. Briarwood Golf Course
 - ii. Peppino's
 - iii. Applebees
 - iv. Logans
 - v. Watermark – Stonewater Country Club
 - vi. Carmelo's Italian Pizza
 - vii. Grinning Mitten – Railtown
- b) Resolution to approve allocation of Community Block Grant Funds to North Kent Transit (Hope Network)
- c) 1st Read – Adoption of International Fire Code
 - Non-Action: First Read
 - Action:** Schedule date for public hearing and second read
- d) 1st Read – Proposed private drive ordinance
 - Non-Action: First Read
 - Action :** Schedule date for public hearing and second read
- e) Proposed Community Room usage terms for the Cutlerville-Gaines Chamber of Commerce
- f) Max Lambert – Request for payment in lieu of sidewalk
- g) Resolution in appreciation of Mike Hoebeke's service

2) Non-Action items:

- a) Community Room Rental/usage
- b) February 2017 Web-stats

VI. COMMENTS & DISCUSSION

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

VII. ADJOURNMENT

- 1) The next regular Township Board meeting will be held April 9, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

April 9, 2018

Opening Prayer 6:55 PM ~ Laurie Lemke

Pledge of Allegiance to the Flag

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Meeting called by Supervisor Rob DeWard

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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

- 1) Public Hearing – Adoption of 2015 International Fire Code**
- 2) Public Hearing – Hanna Lake Trails Streetlight SAD (1st) to receive comments or objections to the petition, proposed improvements and proposed district boundary**
- 3) Public Hearing Hanna Lake Trails Streetlight SAD (2nd) to receive comments or objections to the Special Assessment Roll**
- 4) Public Hearing – Steelcase LSPD PUD Amendment**
- 5) Community Policing Officer Krystal Stuart – March 2018 Report**

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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 March 12, 2018

2) Building Department

A. Building Department March 2018 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 03_07_18 thru 03_26_18

B. Payments of the bills from 03_07_18 thru 03_26_18 in the amount of \$89,227.12

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office – NONE

2) Planning –

Action Item:

a) *2nd Read – Hannah Lake Trails Special Assessment District – establish public hearing dates*

b) *Steelcase LSPD PUD amendment – consideration of amendment to rezone certain properties from A-R, Agricultural/Rural – Residential to PUD-LSP*

Non-Action item:

a) *Presentation of preliminary final development for Project Rapids*

3) Treasurer's Department –

Action item:

a) *Resolution to deny taxpayer requests to waive penalties and interest*

b) *Purchase of BS&A Accounts Receivables.NET software*

4) Assessing Department –

a) *Waiver of Penalty for Untimely filed PTA's*

5) Water & Sewer Department-NONE

IV. Recognition of Individuals and/or Delegations *Limit 3 Minutes*

V. SUPERVISOR'S OFFICE

1) **Action Items:**

a) *2nd Read – Adoption of 2015 International Fire Code*

Non-Action: Second Read

Action: *Adoption of 2015 International Fire Code*

b) *Recommendation to award CMS North America Sewer Replacement Project*

c) *Purchase of new network server*

d) *Recommendation to award KDL LED upgrade project*

e) *Recommendation to form an Advisory Committee regarding Cutlerville Fire Department*

f) *Increased price of Security Cameras*

g) *New Community Room Rental Policies*

i. *Agreement with Cutlerville Gaines Chamber of Commerce*

ii. *New Community Room Rental Policies*

2) **Non-Action items:**

a) *March 2018 Web-stats*

VI. COMMENTS & DISCUSSION

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

VII. ADJOURNMENT

- 1) April 23, 2018 is reserved for a Workshop meeting.
- 2) The next regular Township Board meeting will be held May 14, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

May 14, 2018

Opening Prayer 6:55 PM ~ Laurie Lemke

Pledge of Allegiance to the Flag

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Meeting called by Supervisor Rob DeWard

Attendees: Supervisor Rob DeWard, Clerk Angela Burnside, Treasurer Laurie Lemke, Trustees Crystal Osterink, Dan Fryling, Tim Haagsma, 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

- 1) **Dan Veldhuizen** – Audit recap (10 minutes)
- 2) **Keith Essenyi** – (1712 Sunny Glen Dr.) requesting a credit on utility bill
- 3) **Robert Wojcik** – (1715 Sunny Glen Dr.)
- 4) **Charlie Litton** –Hidden Waters Project

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II. CONSENT AGENDA

- 1) Board Meeting Minutes

A. Regular Meeting Minutes from April 9, 2018

2) Building Department

- A. Building Department April 2018 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 4/4/18 thru 4/27/18
B. Payments of the bills from in the amount of \$141,677.64

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office –

Action Item:

- a) Renewal of employee insurance benefits

2) Planning –

Action Item:

- a) Tentative Approval of Hidden Waters Site Condominium
b) Final Site Development Plan Approval – Project Rapids

Non-Action item:

- a) REGIS Update

3) Treasurer's Department –

Action item:

- a) Accept and File 1st Qtr. 2018 Financial Report

4) Assessing Department –

Action Item:

- a) Tax Rate Request

5) Water & Sewer Department-

Action Item:

- a) 1712 Sunny Glen Drive – Request for Credit
b) 7000 Industrial Drive – Water Connection Fee Payment Plan Request
c) 6189 Hanna Lake Ave. – Water Connection Fee Payment Plan Request
d) Project Rapids – Lateral Variance

IV. Recognition of Individuals and/or Delegations Limit 3 Minutes

V. **SUPERVISOR'S OFFICE**

1) Action Items:

- a) Road Closings for Cutlerville Days/Diemer Run
- b) Road Closings for Dutton Days
- c) Dutton Fire – sale of Medic 66 (2003 For Excursion)
- d) Dutton Fire – Resolution supporting application for Par Plan Grant
- e) Resolution in recognition of Mike Bruggink's contributions to the Township
- f) Crystal Springs annual request for fireworks permit for 4th of July celebration
- g) Resolution to add Caledonia as a member of GVMC
- h) Additional funding for East Paris Road project
- i) Cutlerville Fire Air packs

2) Non-Action items:

- a) Cutlerville Fire paid on call firefighter's requests
- b) April 2018 Web-stats

VI. **COMMENTS & DISCUSSION**

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

VII. **ADJOURNMENT**

- 1) May 21st is reserved for a workshop meeting – if needed
- 2) The next regular Township Board meeting will be held June 11, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

June 11, 2018

Opening Prayer 6:55 PM ~ Tim Haagsma

Pledge of Allegiance to the Flag

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Meeting called by Supervisor Rob DeWard

Attendees: Supervisor Rob DeWard, Clerk Angela Burnside, Treasurer Laurie Lemke, Trustees Crystal Osterink, Dan Fryling, Tim Haagsma, 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

- 1) **PUBLIC HEARING** – Major PUD amendment to Gaines Marketplace PUD
- 2) **Krystal Stuart** – Community Policing Officer Quarterly Report
- 3) **Jennifer Antel** – **Running for 72nd District House seat**
- 4) **Ken Yonker** – **Drain Commissioner**
- 5) **Angela Musselman** – Brownell Neighborhood

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II. CONSENT AGENDA

1) Board Meeting Minutes

- A. Regular Meeting Minutes from May 14, 2018

2) Building Department

- A. Building Department May 2018 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 5/7/18 thru 5/24/18
- B. Payments of the bills from in the amount of \$407,920.73

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office – **NONE**

2) Planning –

Action Item:

- a) Zoning Text Amendment** – Proposed zoning text amendments to allow the issuance of permits/special use permits for: 1) monument signs for permitted commercial uses in residential zoning districts; 2) electronic changeable copy signs (as part of a monument sign) for permitted business uses in residential and agricultural zoning districts
- b) Major PUD Amendment** – PUD amendment and final development plan approval for the redevelopment of section of the parking lot in the southwest corner of the Meijer site as a Panda Express restaurant
- c) Platted lot Split** – Consideration or request to split/reconfigure two adjacent platted lots located at 6580 and 6590 College Ave., SE into three developable single or tow family residential parcels. Property owned by Bruce Nicola, 1515 Cornell Dr., SE.

Non-Action item:

3) Treasurer's Department – **NONE**

4) Assessing Department – **NONE**

5) Water & Sewer Department-

Action Item:

- a) 6507 Prairie Pointe Dr. – Reduction in bill due to pipe burst
- b) 8136 Division Ave SE – Water Connection Fee Payment Plan Request

IV. Recognition of Individuals and/or Delegations *Limit 3 Minutes*

V. SUPERVISOR'S OFFICE

1) **Action Items:**

- a) Additional funding for Dutton Spur Connector to the Thornapple Paul Henry Trail from north 76th Street to Hammond Avenue and 68th Street
- b) Expansion of Steven's Pointe Trail repaving project
- c) Waterman Drain funding request – Kent County Drain Commissioner

2) **Non-Action items:**

- a) 1st Read – proposed amendment to sidewalks ordinance
THIS IS THE OFFICIAL FIRST READ OF THE PROPOSED CHANGES TO THE SIDEWALK ORDINANCE
- b) May 2018 Web-stats
- c) Cutlerville Fire May 2018 Run Report

VI. COMMENTS & DISCUSSION

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

VII. ADJOURNMENT

- 1) June 25th is reserved for a workshop meeting – if needed
- 2) The next regular Township Board meeting will be held July 09, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

July 9, 2018

Opening Prayer 6:55 PM ~ Tim Haagsma

Pledge of Allegiance to the Flag

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Meeting called by Supervisor Rob DeWard

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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

- 1) **PUBLIC HEARING** – Sidewalk ordinance amendment
- 2) **Lt. Troy Woodwyk** – KCSD Precinct
- 3) **Don Wickstra – State Senate 26th District**
- 4) **Neal Swanson – Aquatic Consulting Services – Gypsy Moth Program**
- 5) **Scott Harris, Willard Avenue** – Noise ordinance (fireworks)

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II. CONSENT AGENDA

1) Board Meeting Minutes

- A. Regular Meeting Minutes from June 14, 2018
- B. Special Meeting Minutes from June 25, 2018

2) Building Department

- A. Building Department June 2018 Revenue Report – Summary for Mechanical & Plumbing Permits, Electrical Revenue Reports

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3) Clerk's Office

- A. Check Register for 6/1/18 thru 6/29/18
- B. Payments of the bills from in the amount of \$ 195,546.66

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office – **NONE**

Non-Action Item:

2) Planning –

Action Item:

a) Final Plat Approval: Preservation Lakes#2

Non-Action item: NONE

3) Treasurer's Department – **NONE**

4) Assessing Department – **NONE**

5) Water & Sewer Department- **NONE**

IV. Recognition of Individuals and/or Delegations Limit 3 Minutes

V. **SUPERVISOR'S OFFICE**

1) Action Items:

- a) (Non-Action Portion) 2ndnd Read – proposed amendment to sidewalks ordinance

THIS IS THE OFFICIAL SECOND READ OF THE PROPOSED CHANGES TO THE SIDEWALK ORDINANCE

ACTION PORTION:

- Proposed amendment to sidewalk ordinance
- b) Consideration – move forward with developing a plan as to how to deal with gypsy moth infestation
- c) Noise ordinance – should the Township institute a noise ordinance
- d) Easement release
- e) Acceptance of letter requesting an IDD
- f) Township Office and KDL Branch Library cleaning contract – need to issue an RFP

2) Non-Action items:

- a) USA Cycling – August 11-12 race
- b) Brownell Street Update
- c) June 2018 Web-stats – Report shows paths taken – there were 9,111 visits

VI. **COMMENTS & DISCUSSION**

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

VII. **ADJOURNMENT**

- 1) The next regular Township Board meeting will be held August 13, 2018
- 2) There will be a Township Board workshop meeting August 27, 2018

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*

PRELIMINARY * AGENDA GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES MEETING

August 13, 2018

Opening Prayer 6:55 PM ~ Kathy Vander Stel

Pledge of Allegiance to the Flag

**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
Crystal Osterink, Dan Fryling, Tim Haagsma, 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

1) PUBLIC HEARING – Request for IDD

2) KDL Annual Report

Director, Lance Werner

Regional Board Representative Shirley Bruursema

Branch Manager, Anjie Gleisner

3) Ryan Wiersema – Preservation Lakes

4) Angela Musselman -Brownell

5) Krystal Stuart – Community Policing officer report

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 July 9, 2018

2) Building Department

- A. Building Department July 2018 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 7/5/18 thru 7/27/18
- B. Payments of the bills from in the amount of \$ 246,000.94

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office –NONE

2) Planning –

Action Item:

- a) Cooks Crossing North No. 2 Final Condominium approval**
- b) Enclave at Preservation Lakes – Final Condominium Approval**
- c) Preservation Lakes – Preliminary Plot Approval**

3) Treasurer's Department –

Action Item:

- a) Accept and file (subject to audit) 2nd Qtr. 2018 Financial Report**
- b) Request to Transfer Funds**

4) Assessing Department – NONE

5) Water & Sewer Department-

Action Item:

- a) Utility Bill Relief Request – 7170 Crystal Springs**
- b) Utility Bill Relief Request – 37 Roth**

IV. Recognition of Individuals and/or Delegations **Limit 3 Minutes**

V. **SUPERVISOR'S OFFICE**

1) Action Items:

- a) **Consideration of FC Grand Rapids MI Landlord, LLC's request to establish an Industrial Development District (IDD) – Resolution Establishing District**
- b) **Wolverine Fireworks application for fireworks display – Stonewater Country Club 9/22/18 (Palmer Wedding)**
- c) **Fine for illegal Bloomfield apartments deck fire**
- d) **Easement Releases – Preservation Lakes**
- e) **Right Place – request for financial support commitment**
- f) **Repair of Library parking lot**
- g) **Repair of Township office parking lot**
- h) **Gypsy Moths:**
 - **Hire Aquatic Consultants to do survey in fall?**
 - **Budget for spraying spring 2019?**
 - **Take natural approach and have tree bands available for residents?**
- i) **Recognition of Randy Helmus – Cutlerville Fire Fighter**
- j) **Recognition of Vern VerDuin – Dutton Fire Fighter**
- k) **Recommendation regarding Chain of Command at the Cutlerville Fire Department**

2) Non-Action items:

- a) **Update – Brownell Street**
- b) **July 2018 Web-stats – Report shows paths taken – there were 9,111 visits**
- c) **West Nile Virus and Zika Mosquito Surveillance**

VI. **COMMENTS & DISCUSSION**

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

VII. **ADJOURNMENT**

- 1) There will be a Township Board workshop meeting August 27, 2018**
- 2) The next regular Township Board meeting will be held September 10, 2018
- 3) There will be a joint Gaines and Byron Township Board workshop meeting September 22, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

September 10, 2018

Opening Prayer 6:55 PM ~ Crystal Osterink

Pledge of Allegiance to the Flag

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 Crystal Osterink, Dan Fryling, Tim Haagsma, 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 August 13, 2018

2) Building Department

- A. Building Department August 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 August 3, 2018 thru August 24, 2018
B. Payments of the bills from in the amount of \$281,249.21

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office –NONE

2) Planning – NONE

3) Treasurer's Department – NONE

4) Assessing Department – NONE

5) Water & Sewer Department- NONE

Recognition of Individuals and/or Delegations *Limit 3 Minutes*

IV. SUPERVISOR'S OFFICE

1) **Action Items:**

- a) **Consideration of renewal of The Rapid Contract**
b) **Award Cleaning Services Contract**
c) **Chase Farms No. 2 – Public Utility Easement Release**

2) **Non-Action items:**

- a) **August 2018 web-site statistics-10,993 website visits**
b) **CFD – August 2018 run report**
c) **Krystal Stuart – Kent County Sheriff August 2018 Report**
d) **Invitation – GVMC Legislative Dinner**
e) **Fall Leaf Collection**

V. COMMENTS & DISCUSSION

- 1) Township Board
2) Supervisor

- 3) Miscellaneous

VI. **ADJOURNMENT**

- 1) **There will be a joint workshop meeting with Byron Township scheduled for Sept. 24, 2018 – 7:00 PM at Gaines**
- 2) The next regular Township Board meeting will be held October 8, 2018

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*

PRELIMINARY * AGENDA GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES MEETING

September 24, 2018

5PM – Gaines Board

7PM – Gaines & Byron Boards

**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 Crystal Osterink, Dan Fryling, Tim Haagsma, Kathy VanderStel

CALL TO ORDER AND ATTENDANCE AT 5:00 PM

Declaration of any Conflict of Interest

Approval of Agenda

5:00PM

I. Topic(s) for Discussion

- Mark Sisson, Township Planner – presentation regarding updating of Master Plan
- Board Reserves the Right to meet in closed session in regard to confidential attorney-client privilege legal advice presented in a written legal opinion.
- Open discussion regarding implementing a Public Safety Assessment

7:00PM

**II. Byron Board will join meeting
(Byron Board will officially call their meeting to order)**

Action Item

Cutlerville Fire Department 2019 Budget

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
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

October 8, 2018

Opening Prayer 6:55 PM ~ Laurie Lemke

Pledge of Allegiance to the Flag

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 Crystal Osterink, Dan Fryling, Tim Haagsma, 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

- 1) PUBLIC HEARING – Request for IFT**
- 2) Krystal Stuart – Community Policing Officer – Qtly. Report**
- 3) Chief Paul Sheely – Dutton Fire – Awards/Commendations**

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 Sept. 10, 2018
- B. Special Meeting Minutes from Sept. 24, 2018

2) Building Department

- A. Building Department Sept. 2018 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 September 5, 2018 thru September 28 2018
- B. Payments of the bills from in the amount of \$271,239.51

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office

- a. Establish Election Commission**

2) Planning –

- a. Consideration of resolution to adopt Ordinance TB 18-06 - zoning text amendments that would enable the installation of consumer scale ground-mounted and building mounted solar energy collector units and solar energy systems within Gaines Charter Township.**

3) Treasurer's Department –

- a. Street Light Assessment**

4) Assessing Department – NONE

5) Water & Sewer Department-

- a) 7059 Hanna Lake Ave. – Water Connection Fee Payment Plan Request**

Recognition of Individuals and/or Delegations Limit 3 Minutes

IV. **SUPERVISOR'S OFFICE**

1) Action Items:

- a) Consideration of Amazon.com Services, Inc. request for an IFT**
- b) Resolution in Recognition of Service – Daniel Forman**
- c) Verizon – 81097 Caledonia Access**

2) Non-Action items:

- a) Dutton Fire – Application for FEMA AFG Grant**
- b) Dutton Fire – Capital Expenditure Plan**
- c) Sept. 2018 web-site statistics-8,828 website visits**
- d) Kent County Drain Commissioner – Assessments**
- e) Sept. 2018 Cutlerville Fire Run Report**
- f) Jacob Banning Thank you**

V. **COMMENTS & DISCUSSION**

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

VI. **ADJOURNMENT**

- 1) There will be a joint meeting of the Board of Trustees, Planning Commission and Parks and Trails committee on Monday, Oct. 22nd. Meeting is tentatively scheduled for 7PM.
- 2) The next regular Township Board meeting will be held November 12, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

October 22, 2018

7:00 PM

***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 Crystal Osterink, Dan Fryling, Tim Haagsma, Kathy VanderStel

CALL TO ORDER AND ATTENDANCE AT 7:00 PM

Declaration of any Conflict of Interest

Approval of Agenda

Introduction of Board and Committee members in attendance

I. Topic(s) for Discussion

- Discussion of important planning issues – formation of strategies and policies relating to the Parks and Recreation Plan, Master Plan and other Policy documents.
- Obtain direction and insight for the development of a strategy for the completion of major updates to the Township Master Plan, Parks and Recreation Plan, and Non-motorized Trail Plan.

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.

The next regular Township Board of Trustees meeting is November 12, 2018 – 7:00 PM

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

November 12, 2018

Opening Prayer 6:55 PM ~ Angela Burnside

Pledge of Allegiance to the Flag

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 Crystal Osterink, Dan Fryling, Tim Haagsma, 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

1) *PUBLIC HEARING – Proposed 2019 Budget*

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 Oct. 8, 2018
- B. Workshop Meeting Minutes from Oct. 22, 2018

2) Building Department

- A. Building Department Oct. 2018 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 October 4, 2018 thru October 26, 2018
- B. Payments of the bills from in the amount of \$373,369.84

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office

- a) Residents request for a metal marker sign on grave

2) Planning –

- a) Stoneco – Review of Preliminary PUD Plan and Rezoning Request
- b) Cooks Crossing South Phase 1 (Formerly known as Phase 5 of Cobblestone Corners/Weathervane site condo development)

NON-ACTION ITEMS:

- a) Amazon – final Tax abatement agreement
- b) Results of 10/22/18 joint workshop meeting (Board of Trustees/Planning Commission/Parks & Trails Committee)
- c) Report from Private Roads Committee

3) Treasurer's Department –

- a) Accept and File 3rd Qtr. 2018 Financial Report

4) Assessing Department –

5) Water & Sewer Department-

- a) 3100 60th Street – Water Connection Fee Payment Plan Request

Recognition of Individuals and/or Delegations *Limit 3 Minutes*

IV. SUPERVISOR'S OFFICE

1) Action Items:

- a) **Cutlerville Fire Board – recommendation for officer stipend**
- b) **Cutlerville Fire Board – recommendation to approve purchase of apparatus to outfit truck being purchased from Kentwood.**
- c) **Cutlerville Fire Department – Proposed 2019 Budget**
- d) **Dutton Fire – Fire Committee request to purchase command vehicle**
- e) **Key-less entry system**
- f) **Resolution – Exemption from the Requirements of Public Act 152 of 2011**
- g) **Resolution to Establish Board of Trustees Per Diem**
- h) **Resolution to Establish Supervisor's Salary**
- i) **Resolution to Establish Clerk's Salary**
- j) **Resolution to Establish Treasurer's Salary**
- k) **Proposed 2019 Budget – Resolution Adopting Appropriations Act**
- l) **Adoption of amended Employee Manual**

2) Non-Action items:

- a) **Restructuring of Planning/Zoning Department**
- b) **General Discussion – Marijuana Establishments & Facilities**
- c) **2018 3rd Qtr. Kent County Sheriff Report**
- d) **Oct. 2018 Community Policing Officer's report**
- e) **CFD Oct. 2018 – Run Report**
- f) **Oct. 2018 web-site statistics- 10,167 website visits**
- g) **Thank you from GVMC**

V. COMMENTS & DISCUSSION

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

VI. ADJOURNMENT

- 1) The next regular Township Board meeting will be held December 10, 2018
- 2) December 3, 2018 has been reserved for a meeting if needed

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*

PRELIMINARY * AGENDA GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES MEETING

December 3, 2018

Opening Prayer 6:55 PM ~ Rob DeWard

Pledge of Allegiance to the Flag

**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
Crystal Osterink, Dan Fryling, Tim Haagsma, 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

CLOSED SESSION

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.

I. DEPARTMENT/OFFICE REPORTS

- 1) Clerk's Office - None
- 2) Planning – None
- 3) Treasurer's Department – None

- 4) Assessing Department – None
- 5) Water & Sewer Department- None

Recognition of Individuals and/or Delegations Limit 3 Minutes

II. SUPERVISOR'S OFFICE

1) Action Items:

- a) 1st read proposed ordinance Prohibiting Marijuana Establishments & Facilities
 1. Approve public hearing date of 12/10/18
- b) 2019 Proposed budget

2) Non Action Items:

- a) Cutlerville Fire Personnel Matter
- b) Jeff Bezos' (Amazon) grant to help homeless in Grand Rapids Area

III. COMMENTS & DISCUSSION

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

IV. ADJOURNMENT

- 1) The next regular Township Board meeting will be held December 10, 2018

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*

PRELIMINARY * AGENDA
GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
MEETING

December 10, 2018

Opening Prayer 6:55 PM ~ Tim Haagsma

Pledge of Allegiance to the Flag

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 Crystal Osterink, Dan Fryling, Tim Haagsma, 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

1) PUBLIC HEARING – Ordinance Prohibiting Marihuana Establishments and Facilities

2) PUBLIC HEARING – Cooks Crossing/Cobblestone Corners PUD

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 November 12, 2018
- B. Meeting Minutes from December 3, 2018

2) Building Department

- A. Building Department Nov. 2018 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 11/02/18 thru 11/29/18
- B. Payments of the bills from in the amount of \$106,544.88

Motion to Approve Consent Agenda - ACTION ITEM

III. DEPARTMENT/OFFICE REPORTS

1) Clerk's Office

2) Planning –

- a) Preservation Lakes – establishment of streetlight SAD
- b) Amendment to Cooks Crossing/Cobblestone Corners PUD

NON-ACTION ITEMS:

3) Treasurer's Department –

4) Assessing Department –

5) Water & Sewer Department

- a) 3304 60th Street – Variance Request from Dan Hibma of Land & Companies
- b) 3088 60th Street – Request for connection fee payment plan
- c) 1041 100th – Request for connection fee payment plan
- d) Rate Resolution
- e) Purchase Agreement resolution (Patterson)

Recognition of Individuals and/or Delegations *Limit 3 Minutes*

IV. SUPERVISOR'S OFFICE

1) Action Items:

a) 2019 meeting dates

b) 2019 Committee assignments

c) Official 2nd Read proposed ordinance prohibiting marijuana establishments and facilities

a. Adoption of ordinance prohibiting marijuana establishments and facilities

d) Professional Services Agreement for Township Planning Consultant of Record

e) Auditor contract

2) Non-Action items:

a) Holiday closings and Holiday Luncheon

b) November 2018 website stats - 8,309 visits

V. COMMENTS & DISCUSSION

1) Township Board

2) Supervisor

3) Miscellaneous

VI. ADJOURNMENT

1) The next regular Township Board meeting will be held January 14, 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*