MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
January 14, 2019

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

1. The meeting was called to order at 7:00 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

   None declared.

3. **Proposed Agenda**

   Motion by VanderStel and supported by Burnside to approve the agenda as presented.

   VOICE VOTE: All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

   - Jim Berke, 9690 Waterstone, spoke regarding his request for a refund (Item 1 on the agenda under the Water & Sewer Department)
   - Alicia Pant, 139 Brownell, wanted an update on the Living Waters Ministries situation
   - Kurt Root, 147 Brownell, informed the Board that Living Waters appeared to be moving additional people in, not out
   - **Public Hearing – Preservation Lakes #2 – Street Lighting Special Assessment District**

   Motion by Burnside and supported by VanderStel to open the public hearing.

   VOICE VOTE: All Ayes. Motion carried.

   No one wished to comment.

   Motion by Burnside and supported by VanderStel to close the public hearing.

   VOICE VOTE: All Ayes. Motion carried.

   - **Public Hearing – Preservation Lakes #2 – Special Assessment District Assessment Roll**

   Motion by Burnside and supported by Fryling to open the public hearing.

   VOICE VOTE: All Ayes. Motion carried.

   No one wished to comment.

   Motion by Burnside and supported by VanderStel to close the public hearing.

   VOICE VOTE: All Ayes. Motion carried.

- Krystal Stuart, Community Policing Officer, gave December report.
- Ken Yonker, Kent County Drain Commissioner, gave a presentation on the Vantage Pointe West Drain

5. Consent Agenda

Motion by VanderStel and supported by Lemke to approve the consent agenda including payment of bills for 12/7/18 through 12/28/18 in the amount of $237,038.17.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

1) Planning Zoning Fee Schedule

Motion by Lemke and supported by VanderStel to adopt the resolution #2019-01 to modify the Planning and Zoning Fees, as shown on attached Exhibit A.

Ayes: Fryling, Osterink, Burnside, DeWard, Lemke, VanderStel. Nays: none. Motion carried.

B. Planning Department

1) Zoning Ordinance Amendments – Prohibition of Marihuana Establishments

Motion by Fryling and supported by Burnside to approve the resolution to adopt Ordinance 2019-01 which contains zoning text amendments to Chapter 4 for the purpose of prohibiting marihuana establishments.

Ayes: Osterink, Burnside, DeWard, Lemke, VanderStel, Fryling. Nays: none. Motion carried.

2) Explorer Estates – Final Preliminary Plat Approval

Motion by Burnside and supported by VanderStel to grant Final Preliminary Plat approval to Explorer Estates, with the condition that Engineering approval is required of all applicable construction plans prior to the commencement of construction.

Ayes: Burnside, DeWard, Lemke, VanderStel, Fryling, Osterink. Nays: none. Motion carried.

C. Treasurer's Office

None.

D. Assessing Department

None.

E. Water and Sewer Department

1) Variance Request – 9690 Waterstone Drive in Preservation Lakes

Motion by Lemke and supported by VanderStel to accept the recommendation of the Water & Sewer Committee to grant a partial refund of a high water bill due to irrigation without an irrigation meter.

Ayes: DeWard, Lemke, VanderStel. Nays: Fryling, Osterink, Burnside. Motion failed.

2) Request for water connection fee payment plan at 6580 College Ave.

Motion by Burnside and supported by Osterink to approve the request for payment plan for water and sewer hookup fees at 6580 College Ave., in the amount of $21,136.00, to be paid in 10 years at 3%.

Ayes: Lemke, VanderStel, Fryling, Osterink, Burnside, DeWard. Nays: none. Motion carried.

3) **Request for Partial Easement Release for Carlisle Crossings #5 in Byron Township**

Motion by Burnside and supported by VanderStel to approve the partial release of easement for Carlisle Crossings #5 in Byron Township.

Ayes: VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke. Nays: none. Motion carried.

7. Recognition of individuals and/or delegations

No one wished to speak.

8. Supervisor's Office

A. Preservation Lakes #2 – Resolution for Special Assessment District for Street lighting

Motion by Burnside and supported by VanderStel to adopt the resolution to create the Special Assessment District for Street lighting in Preservation Lakes #2.

Ayes: VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke. Nays: none. Motion carried.

B. Keyless Entry

Motion by VanderStel and supported by Burnside to approve the installation of a keyless entry system to the basement entrance, at a cost of approximately $3,240.00.

Ayes: Fryling, Osterink, Burnside, DeWard, Lemke, VanderStel. Nays: none. Motion carried.

C. Vantage Pointe West Drain Maintenance

Motion by Burnside and supported by VanderStel to table the resolution regarding drain maintenance to the Vantage Pointe West Drain, to get clarification from the Drain Commissioner.

Ayes: Osterink, Burnside, DeWard, Lemke, VanderStel, Fryling. Nays: none. Motion carried.

D. Correction to the Verizon lease agreement

Motion by Lemke and supported by Fryling to authorize the Supervisor to correct the contract with Verizon from $2,871.72 to $2,957.11, as agreed upon.

Ayes: Burnside, DeWard, Lemke, VanderStel, Fryling, Osterink. Nays: none. Motion carried.

E. Closed Session

Motion by DeWard and supported by Burnside to move into closed session in regard to confidential attorney-client privilege legal advice presented in a written legal opinion.

Ayes: DeWard, Lemke, VanderStel, Fryling, Osterink, Burnside. Nays: none. Motion carried.

Motion by Burnside and supported by Fryling to return from closed session to open meeting.

Ayes: Lemke, VanderStel, Fryling, Osterink, Burnside, DeWard. Nays: none. Motion carried.

Motion by Burnside and supported by Fryling to adopt the resolution prepared by the Township Attorney regarding Cutlerville Fire Administrator Todd Szakacs.

Ayes: VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke. Nays: none. Motion carried.

9. Comments & Discussion

DeWard informed the Board that he will be establishing a search committee with the Cutlerville Fire Commission for a full time fire fighter to fill the vacancy at Cutlerville.

10. Adjournment

Motion by Burnside and supported by VanderStel to adjourn the meeting at 9:05 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

APPROVED: February 11, 2019

Angela Burnside

Angela Burnside, Clerk

Robert DeWard

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
January 28, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: none
DeWard opened with prayer and pledge of allegiance

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

2. **Question of Conflict of Interest**

   None declared.

3. **Proposed Agenda**

Motion by Burnside and supported by VanderStel to accept the agenda as presented.

VOICE VOTE – All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

   Paul Sheely, Dutton Fire Chief, reviewed the DFD 2018 Annual Report.

5. **Supervisor's Office**

   1) Recommendation of Cutlerville Fire Committee to hire Chief Sheely as interim Fire Chief at Cutlerville Fire Department

Motion by Haagsma and supported by Fryling to accept the recommendation of the CFC to hire Chief Sheely as interim Chief at the Cutlerville Fire Department for 10 hours per week, $13,000 annually, for 2019 as needed.

Ayes: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel. Nays: none. Motion carried.

   2) Recommendation of Cutlerville Fire Committee for Selection Committee for Full time Fire Fighter at Cutlerville Fire Department

Motion by Haagsma and supported by VanderStel to accept the recommendation of the CFC to appoint Rob DeWard, Tom Hooker, Chief Sheely, Kurt Wierenga, Shawn Abbey, Mark Hulst, and Matt Schmidt to the selection committee for a full time firefighter at Cutlerville Fire Department.

Ayes: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling. Nays: none. Motion carried.

   3) Closed Session – personnel matters

Motion by Haagsma and supported by VanderStel to move into closed session in regard to a confidential attorney-client privilege legal advice presented in a written legal opinion.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink. Nays: none. Motion carried.

Motion by VanderStel and supported by Haagsma to return to open session.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside. Nays: none. Motion carried.

Motion by Haagsma and supported by Lemke to accept the recommendation of the CFC and the Township Attorney, as discussed in closed session.

Ayes: Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside, DeWard. Nays: none. Motion carried.

Motion by Haagsma and supported by VanderStel to approve the wage of the Deputy Clerk at $21.00 per hour, with a review after 6 months.

Ayes: Haagsma, VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke. Nays: none. Motion carried.

6. Comments & Discussion

Supervisor DeWard updated the Board on some ongoing legal situations.

Trustee Haagsma informed the Board that a resident showed up at the Planning Commission meeting to complain about the purple lighting being used all night by Revolution Farms.

7. Adjournment

Motion by Burnside and supported by Lemke to adjourn the meeting at 8:40 p.m.

Ayes: All. Meeting adjourned.

APPROVED: February 11, 2019

Angela Burnside

Angela Burnside, Clerk

Robert DeWard

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
February 11, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None
Assistant Planner McKernan was also present
Opening prayer was given by Trustee Fryling and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:00 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

None declared.

3. **Proposed Agenda**

The scheduled public hearing for Alexander Trails and the subsequent PUD Rezoning request (under Planning Department) was canceled by the applicant, so they were removed from the agenda. Supervisor DeWard added action item (d) under his office, the purchase of used Bobcat for the Division Ave. corridor maintenance and Parks and Trails maintenance.

<u>Motion by Haagsma and supported by Fryling to approve the agenda as amended.</u>

VOICE VOTE: All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

- No one wished to comment.

5. **Consent Agenda**

<u>Motion by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 1/4/19 through 1/29/19 in the amount of $312,661.78.</u>

VOICE VOTE: All Ayes. Motion carried.

6. **Department/Office Reports**

A. Clerk's Office

1) BS & A Software

<u>Motion by Haagsma and supported by VanderStel to approve the purchase of the BS&A Cemetery module for the Clerk's Department.</u>

Ayes: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel. Nays: none. Motion carried.

B. Planning Department

None.

C. Treasurer's Office

1) Quarterly Financial Reports

Motion by Burnside and supported by VanderStel to accept the 4th Quarter Treasurer's Reports.

Ayes: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling. Nays: none. Motion carried.

2) Petition to strike Delinquent Personal Property Taxes from the Tax Rolls

Motion by Burnside and supported by VanderStel to approve striking the 2013 Delinquent Personal Property Taxes from the tax roll.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink. Nays: none. Motion carried.

D. Assessing Department

None.

E. Water and Sewer Department

None.

7. Recognition of individuals and/or delegations

No one wished to speak.

8. Supervisor's Office

A. Vantage Pointe West Drain Maintenance

Motion by Lemke and supported Haagsma by to take up the resolution that was tabled at the January 14, 2019 meeting regarding drain maintenance to the Vantage Pointe West Drain.

VOICE VOTE: All Ayes. Motion carried.

Motion by and supported by to approve the resolution regarding drain maintenance to the Vantage Pointe West Drain, including a special assessment district if necessary.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside. Nays: none. Motion carried.

B. Recognition of Service – Carole Weaver

Motion by Burnside and supported by Fryling to approve the resolution recognizing Carole Weaver for her 22 & ½ years of service at the Township.

Ayes: Lemke, Haagsma, VanderStel, Fryling, Osterink, Burnside, DeWard. Nays: none. Motion carried.

C. Assessor

Motion by Burnside and supported by Lemke to approve the posting of the Head Assessor position for the Township.

Ayes: Haagsma, VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke. Nays: none. Motion carried.

D. Purchase of Bobcat for Division Ave. corridor and Parks & Trails maintenance

Motion by VanderStel and supported by Osterink to authorize the Supervisor to spend $3,500 on a used Bobcat for the Division Ave. corridor and Parks & Trails maintenance.

Ayes: VanderStel, Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma. Nays: none. Motion carried.

9. Comments & Discussion

DeWard informed the Board of ongoing concerns with Living Waters Ministries, Pine Rest, and Revolution Farms.

Planner McKernan showed the Board the timeline/schedule of the planned update to the Master Plan being done by Planning Consultant David Jirousek.

10. Adjournment

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 8:08 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
March 11, 2019

Present: Fryling, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: Osterink
Assistant Planner McKernan was present; Township Attorney Cliff Bloom joined the meeting at 7:30
Opening prayer was given by Fryling and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:02 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

   Trustee VanderStel declared a conflict with the Stoneco Rezoning and PUD Plan, item (a) under the Planning Department. She will recuse herself at that point in the meeting and for the public hearing.

3. **Proposed Agenda**

   <u>Motion by Haagsma and supported by VanderStel to approve the agenda as presented.</u>

   VOICE VOTE: All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

   - Kyle Klaas requested an update on the Living Waters situation.
   - Jim McGannon spoke in favor of the Anema Farm
   - Doretta Anema and Jenny Ike spoke about concerns with the StoneCo mining operation

   Public Hearing – StoneCo rezoning and Planned Unit Development

   Trustee VanderStel stepped down from the Board and joined the audience.

   <u>Motion by Fryling and supported by Haagsma to open the public hearing at 7:20.</u>

   Ayes: Fryling, Burnside, DeWard, Lemke, Haagsma. Nays: none. Motion carried.

   - Gary Gorski, Lizzie Anema, Robert VanderMeer, Jamie Dunbar, Tim Bradshaw, and Lynn Gorski spoke about concerns with the StoneCo mining operation

   <u>Motion by Haagsma and supported by Burnside to close the public hearing at 7:45.</u>

   Ayes: Burnside, DeWard, Lemke, Haagsma, Fryling. Nays: none. Motion carried. Trustee VanderStel rejoined the Board.

   - Kathy VanderStel, Township Trustee, had a proposal for the Board about moving her house (the old schoolhouse on 100th & Kalamazoo) to Township park property to preserve it
   - Dana Lehmann, Chairman of Parks Committee supported Kathy's plan
   - Krystal Stuart, Community Policing Officer - Update from February; announced that she taking a new position at the Kent County Sheriff's Department
   - Fire Chief Paul Sheely – update regarding training with Amazon and neighboring departments

5. **Consent Agenda**

Motion by VanderStel and supported by Fryling to approve the consent agenda including payment of the bills for 2/1/19 through 2/22/19 in the amount of $213,251.88.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office - none

B. Planning Department

1) Stoneco – Review of Preliminary PUD Plan & Rezoning Request

Trustee VanderStel stepped down from the Board and joined the audience.

Motion by Fryling and supported by Haagsma to send the the rezoning and Planned Unit Development requests of StoneCo of Michigan back to the Planning Commission, in light of all the public comment that wasn't heard at their public hearing.

Township Attorney Cliff Bloom advised the Board and the audience that there must be compelling, proven detriment to the environment or surrounding properties for mining operations to be denied.

Ayes: DeWard, Lemke, Haagsma, Fryling, Burnside. Nays: none. Motion carried. Trustee VanderStel rejoined the Board.

C. Treasurer's Office - none

D. Assessing Department - none

E. Water and Sewer Department - none

7. Recognition of individuals and/or delegations - No one wished to comment.

8. Supervisor's Office

A. Liquor License Renewals

Motion by Burnside and supported by Haagsma to approve the renewal of the liquor license for Applebee's Restaurant.

Ayes: Lemke, Haagsma, VanderStel, Burnside, DeWard. Nays: Fryling. Motion carried.

Motion by Burnside and supported by VanderStel to approve the renewal of the liquor license for Briarwood Golf Course.

Ayes: Haagsma, VanderStel, Burnside, DeWard, Lemke. Nays: Fryling. Motion carried.

Motion by VanderStel and supported by Haagsma to approve the renewal of the liquor license for Carmelo's Restaurant.

Ayes: VanderStel, Burnside, DeWard, Lemke, Haagsma. Nays: Fryling. Motion carried.

Motion by VanderStel and supported by Haagsma to approve the renewal of the liquor license for Celebration Cinema.

Nays: Fryling. Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel. Motion carried.

Motion by VanderStel and supported by Haagsma to approve the renewal of the liquor license for Grinning Mitten – Microbrewer License.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel. Nays: Fryling. Motion carried.

Motion by Burnside and supported by Haagsma to approve the renewal of the liquor license for Grinning Mitten – Small Winemaker's License.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Burnside. Nays: Fryling. Motion carried.

Motion by Haagsma and supported by VanderStel to approve the renewal of the liquor license for Logan's Roadhouse.

Ayes: VanderStel, Burnside, DeWard, Lemke, Haagsma. Nays: Fryling. Motion carried.

Motion by VanderStel and supported by Haagsma to approve the renewal of the liquor license for Peppino's Restaurant.

Ayes: Lemke, Haagsma, VanderStel, Burnside, DeWard. Nays: Fryling. Motion carried.

Motion by Haagsma and supported by VanderStel to approve the renewal of the liquor license for Watermark – Stonewater County Club.

Ayes: Haagsma, VanderStel, Burnside, DeWard, Lemke. Nays: Fryling. Motion carried.

B. Crystal Springs Homeowner's Association – Request for Fireworks permit

Motion by Fryling and supported by Burnside to approve the permit for Crystal Springs Homeowner's Association for Fireworks on July 3, 2019 at the Stonewater Country Club.

Ayes: Fryling, Burnside, DeWard, Lemke, Haagsma, VanderStel. Nays: none. Motion carried.

C. Replacement of condensing unit #2 at Township Office

Motion by Haagsma and supported by Burnside to approve the replacement of condensing unit #2 of the Township Office air conditioning system, for approximately $12,000.00.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling. Nays: none. Motion carried.

D. Proposed 2019 Road Projects from Kent County Road Commission

Motion by Lemke and supported by Burnside to approve the 2019 road projects proposed by the Kent County Road Commission in the Crystal Springs neighborhood, at a cost of $249,500.00.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Fryling, Burnside. Nays: none. Motion carried.

E. Cutlerville Fire Committee – recommendation of candidate for full-time fire fighter position

Motion by Haagsma and supported by Burnside to approve the hiring of Eric Wierenga as a full-time fire fighter at Cutlerville Fire Department, effective March 12th.

Ayes: Lemke, Haagsma, VanderStel, Fryling, Burnside, DeWard. Nays: none. Motion carried.

F. Cutlerville Fire Committee – recommendation of candidate for Deputy Chief position

Motion by Haagsma and supported by Lemke to approve the recommendation of Ken VanHall as Deputy Chief at the Cutlerville Fire Department.

Ayes: Haagsma, VanderStel, Fryling, Burnside, DeWard, Lemke. Nays: none. Motion carried.

G. Dutton Cemetery – repaving of driveway

Motion by Haagsma and supported by Burnside to accept the bid for repaving of the Dutton Cemetery drive from A-1 Asphalt Inc. in the amount of $27,520.00.

Ayes: VanderStel, Fryling, Burnside, DeWard, Lemke, Haagsma. Nays: none. Motion carried.

H. Closed Session

Motion by Burnside and supported by Haagsma to go into closed session to discuss a privileged and confidential opinion letter from the Township Attorney regarding halfway houses pursuant to MCL 15.288(h) at 9:00.

Ayes: Fryling, Burnside, DeWard, Lemke, Haagsma, VanderStel. Nays: none. Motion carried.

Motion by Burnside and supported by Haagsma to return from closed session at 9:30.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Fryling. Nays: none. Motion carried.

Motion by Burnside and supported by Lemke to accept the Township Attorney's recommendations concerning halfway houses and Living Water ministry.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Fryling, Burnside. Nays: none. Motion carried.

9. Comments & Discussion – The public comment regarding StoneCo was unexpected.

10. Adjournment

Motion by Burnside and supported by VanderStel to adjourn the meeting at 9:45 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

APPROVED: April 8, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
April 8, 2019

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

1. The meeting was called to order at 7:05 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

None declared.

3. **Proposed Agenda**

Motion by Haagsma and supported by VanderStel to approve the agenda as presented.

VOICE VOTE: All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

- Megan VanHoose was introduced as the new Township Assessor, beginning April 24^{th}.
- Jason VanderMolen was introduced as the new Community Policing Officer.

5. **Consent Agenda**

Motion by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 3/1/19 through 3/29/19 in the amount of $199,419.37.

VOICE VOTE: All Ayes. Motion carried.

6. **Department/Office Reports**

A. Clerk's Office

1) Health Insurance Provider

Motion by Haagsma and supported by Burnside to approve the change of health insurance agent to Burnham & Flowers Insurance Agency.

VOICE VOTE: All Ayes. Motion carried.

B. Planning Department

1) 2018 Annual Report

Motion by Haagsma and supported by VanderStel to accept the 2018 Planning Department Annual Report.

VOICE VOTE: All Ayes. Motion carried.

C. Treasurer's Office

None.

D. Assessing Department

None.

E. Water and Sewer Department

1) 6895 Terra Cotta – Utility sewer relief request

Motion by Haagsma and supported by Burnside to accept the recommendation of the Water & Sewer Committee regarding utility bill relief for 6895 Terra Cotta Ave. in the amount of $1,303.18.

VOICE VOTE: All Ayes. Motion carried.

7. Recognition of individuals and/or delegations

- Connie Pennock-Wood spoke about the Living Waters Ministry house.
- Chief Sheely gave a first quarter report on the Cutlerville Fire Department.

8. Supervisor's Office

A. Annual Mud Run – road closure request

Motion by Haagsma and supported Burnside by to approve the request of Never the Same Mud Run for the closure of Ridgebrook Dr. south of 60th and north of Eastport Dr. on August 24, 2019 from 4:00 a.m. to 5:00 p.m.

VOICE VOTE: All Ayes. Motion carried.

B. Office Copiers/Printers

Motion by Burnside and supported by Haagsma to approve the new annual contract with Advanced Imaging Solutions.

VOICE VOTE: All Ayes. Motion carried.

C. LED lighting upgrade to Township Office

Motion by Lemke and supported by Haagsma to approve the contract with Meekhof Electric to retro-fit the Township Office main floor with LED lighting for $3,645.88.

VOICE VOTE: All Ayes. Motion carried.

D. Resolution to Purchase property for the Byron/Gaines Utility Authority

Motion by Burnside and supported by Haagsma to adopt the resolution to execute the closing documents related to the purchase of 7173 Patterson Ave for the Byron/Gaines Utility Authority.

VOICE VOTE: All Ayes. Motion carried.

9. Comments & Discussion

None.

10. Adjournment

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 8:16 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

APPROVED: May 13, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
May 13, 2019

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

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

2. Question of Conflict of Interest

None declared.

3. Proposed Agenda

Motion by Burnside and supported by Haagsma to approve the agenda as presented.

VOICE VOTE: All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations

- Chief Sheely gave an update on the Dutton and Cutlerville Fire Departments.
- Community Police Officer VanderMolen gave an update of his activity.
- Jim Haan gave an update on the Gaines-Cutlerville Chamber of Commerce.
- Kurt Root, 147 Brownell, wanted an update on the Living Waters ministry situation.

5. Consent Agenda

Motion by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 4/5/19 through 4/26/19 in the amount of $283,859.45.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

None.

B. Planning Department

None.

C. Treasurer's Office

None.

D. Assessing Department

a. Tax Rate Request

Motion by Lemke and supported by Haagsma to approve the Tax Rate Request for 2019 at 0.8452 mills.

Ayes: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel. Nays: none. Motion carried.

E. Water and Sewer Department

a. 84th Street water main bid tabulation and award recommendation

Motion by Haagsma and supported by VanderStel to award the 84th Street Watermain project to Bultsma Excavating, Inc., in the amount of $752,198.56.

Ayes: Burnside, DeWard, Lemke, Haagsma, VanderStel, Osterink. Nays: none. Motion carried.

7. Recognition of individuals and/or delegations

- No one wished to speak.

8. Supervisor's Office

A. Annual Diemer Run – road closure request

Motion by Burnside and supported Lemke by to approve the request of the Diemer Run for the closure of 68th St. on June 8, 2019.

Ayes: DeWard, Lemke, Haagsma, VanderStel, Osterink, Burnside. Nays: none. Motion carried.

B. South Creek North Street lighting Special Assessment District

Motion by Haagsma and supported by VanderStel to adopt the resolution to set the public hearings for the Streetlight Assessment District for South Creek North for June 10, 2019.

Ayes: Lemke, Haagsma, VanderStel, Osterink, Burnside, DeWard. Nays: none. Motion carried.

9. Comments & Discussion

None.

10. Adjournment

Motion by Burnside and supported by VanderStel to adjourn the meeting at 8:02 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

MINUTES APPROVED: June 10, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
June 10, 2019

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

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

2. **Question of Conflict of Interest**

   None declared.

3. **Proposed Agenda**

<u>Motion by Haagsma and supported by Burnside to approve the agenda as presented.</u>

VOICE VOTE: All Ayes. Motion carried.

Trustee Fryling joined the meeting at 7:10 p.m.

4. **Recognition of Individuals and/or Delegations**

- Kurt Root, 147 Brownell, requested an update on the Living Waters situation
- Connie Root, 147 Brownell, commented on Living Waters
- Bruce Nicola commented that the residents around College & 66th St. would like to see a police presence in their neighborhood from our Kent County Sheriff's deputies

- **Public Hearing – South Creek North – Street Lighting Special Assessment District**

<u>Motion by Burnside and supported by VanderStel to open the public hearing.</u>

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

No one wished to comment.

<u>Motion by Haagmsa and supported by VanderStel to close the public hearing.</u>

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

- **Public Hearing – – Special Assessment District Assessment Roll**

<u>Motion by Haagsma and supported by VanderStel to open the public hearing.</u>

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

No one wished to comment.

Motion by VanderStel and supported by Haagsma to close the public hearing.

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

5. Consent Agenda

Motion by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 5/3/19 through 5/30/19 in the amount of $336,674.79.

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

6. Department/Office Reports

A. Clerk's Office

None.

B. Planning Department

1) Tentative Approval of 8233 East Paris Site Condominium

Motion by Burnside and supported by Haagsma to grant tentative approval of the 8233 East Paris Site Condominium.

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

2) Request for waiver of sidewalk requirement at College and 66th St. by Bruce Nicola

Motion by Haagsma and supported by Lemke to allow Bruce Nicola to pay $6,000 in lieu of constructing sidewalks at his 3 properties on College & 66th St. or complete the sidewalks according to the ordinance.

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

C. Treasurer's Office

1) 1st Quarter Financial Report

Motion by Fryling and supported by Haagsma to accept the 1st quarter financial report submitted by the Treasurer.

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

D. Assessing Department

None.

E. Water and Sewer Department

None.

7. Recognition of individuals and/or delegations

No one wished to speak.

8. Supervisor's Office

A. South Creek North – Resolution for Special Assessment District for Street lighting

Motion by Burnside and supported by Haagsma to adopt the resolution to create the Special Assessment District for Street lighting in South Creek North.

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

B. Recommendation from Cutlerville Fire Committee to purchase diesel exhaust removal systems for 4 diesel trucks

Motion by Burnside and supported by DeWard to approve the installation of 4 diesel exhaust systems on Cutlerville Fire Department trucks, at a cost of $36,971.24, with Gaines and Byron each paying ½.

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

Trustee Fryling left the meeting at 8:30 p.m.

C. Amendment to the Cutlerville Firefighter's Union Contract

Motion by Lemke and supported by Haagsma to approve amending the Cutlerville Firefighter's Union Contract to include an annual Lieutenant/Training Officer Stipend of $2,040.

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

D. FEMA grant for tornado shelters

Motion by Lemke and supported by VanderStel to table the decision to pursue a FEMA grant for tornado shelters for residents until further information can be obtained.

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

9. Comments & Discussion

DeWard updated the Board on Revolution Farms and the Stoneco project.

10. Adjournment

Motion by Burnside and supported by DeWard to adjourn the meeting at 9:00 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

MINUTES APPROVED: July 8, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

**MINUTES OF THE GAINES CHARTER TOWNSHIP BOARD OF TRUSTEES
FOR THE SPECIAL MEETING HELD ON
JUNE 19, 2019
AT THE GAINES CHARTER TOWNSHIP OFFICES
8555 KALAMAZOO AVENUE SE CALEDONIA, MICHIGAN 49316**

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 4:05 p.m. by Chair DeWard. A quorum was present.

MEMBERS PRESENT: Supervisor Rob DeWard, Treasurer Laurie Lemke, Trustees Crystal Osterink, Kathy VanderStel

MEMBERS ABSENT: Clerk Angela Burnside, Dan Fryling, Tim Haagsma

OTHERS PRESENT: Matt McKernan, Assistant Planner
Dave Jirousek, AICP- Township Planning Consultant

II. CONSIDERATION OF MEETING AGENDA

No Changes

III. INQUIRY OF CONFLICT OF INTEREST

Chair DeWard stated that he previously worked for Kamminga & Roodvoets, Inc., that frequently works with Stoneco. DeWard stated that he would be able to remain impartial. Kathy VanderStel stated that she lived adjacent to the existing and proposed mining sites.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

V. New Business

1. Site visit to active Stoneco mining operation at 1560 100th Street

The joint meeting of the Gaines Township Planning Commission & Township Board of Trustees commenced on the west side of the active mining operation at 1560 100th Street at a location approximately 800 feet from the "pre-crusher". Tony Halloran and Steve Leach were present on behalf of Stoneco, as was their attorney Ken Vermeulen. Mr. Halloran gave a brief overview of the existing operation. Halloran stressed the measures that Stoneco takes to reduce noise on the site. Examples of such measures are a heavily insulated generator to run the conveyor system and "white noise" backup alarms for Stoneco owned vehicles. A decibel meter was used to measure the amount of noise generated by the site under normal working conditions. The site measured between 55-65 decibels (about the level of human conversation) under normal working conditions. The noise level increased to 72-85 decibels when vehicles passed the site.

The meeting relocated to the east side of the berms located at the corner of Kalamazoo Avenue & 100th Street. The noise levels again varied between 55-65 decibels during normal operation and rose as high as 85 decibels when traffic passed on Kalamazoo Avenue.

Mike Hekstra of 2499 108th Street visited the site to voice concerns over the site. Mr. Hekstra wanted to know how deep Stoneco mined, whether the grade on Kalamazoo Avenue would be leveled after completion of the mine, and whether or not the site would suitable for farming or development after

the cessation of mining activities. Hekstra also expressed his opinion that the berms at the northeast corner of 100th Street and Eastern Avenue (now Preservation Lakes) were unsightly.
Mr. Halloran responded to Hekstra's comments. The depth of drilling will vary, but may go as deep as 30 feet. Stoneco mines well above the water table, leaving plenty of sand underneath the surface to allow for the installation of septic systems if needed. Improving the grading on Kalamazoo Avenue was discussed but ultimately it was determined to not be a feasible option. Stoneco takes direction from the Township on the design of berms. The berms on the existing site will be removed following the completion of mining on the site.

2. Site visit to farm owned by Doretta Anema

The meeting relocated to the farm owned by Doretta Anema at 4:50 PM. Anema had friends and neighbors present to help with her presentation (a list of attendees is attached to the meeting minutes). Anema began the tour with a presentation of a restored barn located 1200 feet to the southeast of the proposed mining operation. Anema explained that the barn was used as an artist/classroom space. Jamie Dunbar of Muskegon asked Anema how she felt the approval of the gravel pit would impact her current operation. Anema responded that she had spent a substantial sum of money restoring and improving the barn and fears that the proposed gravel mine will negatively impact her ability to operate her Friesian Horse riding facility.

The tour proceeded from the barn past a smaller riding area, through the horse stable, and ultimately to the large, fenced riding area in the northeast corner of the property. Anema gave an overview of the operation of the horse stables and riding area. Stan Bosscher of Caledonia (father of Anema's neighbor Jenny Ike) and Jamie Dunbar of Muskegon asked Anema questions pertaining to how dust and noise could impact the health of her horses. Anema explained that horses have sensitive lungs that are very susceptible to dust. Anema explained that she had chosen the orientation of her horse stable to maximize the flow of fresh air through the building. Anema is concerned that dust from the mining operation would be directed toward her horses. Anema finished the tour by explaining that she had invested significant amounts of time and money into her farm, which provides a unique service to the area.

VI. ADJOURNMENT

<u>**Motion:**</u> By Trustee Vanderstel supported by Treasurer Lemke to adjourn the meeting.

Discussion:	None
Ayes:	DeWard, Lemke, Osterink, VanderStel
Nays:	None
Abstain:	None
Motion:	Passed

Meeting adjourned at 5:25 pm.

Meeting Attendee List

1. Tony Halloran, Stoneco
2. Ken Vermeulen, Attorney for Stoneco
3. Steve Leach, Stoneco
4. Mike Hekstra, 2499 108th Street SE
5. Jake & Jenny Ike, 10392 Kalamazoo Avenue SE
6. Steve & Cindy DeCook, Grandville
7. Stan Bosscher, Caledonia
8. Jamie Dunbar, Muskegon
9. Chantal Merizon
10. Jon Tenelsoff
11. Shirley Bruursema

CERTIFICATION
I hereby certify that the above is a true copy of the minutes from the June 19, 2019 Special Meeting of the Gaines Charter Township Planning Commission held at the time and place mentioned above pursuant to the required statutory procedures.

Respectfully submitted,

Angela Burnside,
Township Clerk
Gaines Charter Township

Dated: July 8, 2019

*see attached Exhibit A

Exhibit A

Check out the
border to the proposed
gravel pit

6/19/19 Farm visit
Questions :

1. How old is the red barn?
2. How much did it cost to restore the red barn?
3. Does the Historical society know about the red barn?
4. Do you have any events planned for the red barn?
5. How much did the horse barn cost?
6. Who built the Horse barn?
7. How did you prepare to build the horse barn? How did you know what you wanted it to look like and what features you wanted in it?
8. Why do you have double doors in the stalls?
9. What is this green metal contraption in this stall?
10. What goes in to an arena like the one you have? Is it just sand?
11. Why do you have fencing around the arena?
12. How and why do you use a Round Pen?
13. How old is the baby horse? How fragile are they? What are the most dangerous environmental hazards for her??
14. What frightens the horses the most?
15. How often do you need to work/ride the horses to keep them fit?
16. Do you ride the horses for fitness?
17. Who comes to help you with chores?
18. Who comes to help with working the horses?
19. Where did your signs come from?
20. Do you use your carriages? Where would you use them?
21. Have you ever been thrown from the horses? If so why?
22. What causes the horses to spook?
23. Do the horses get used to the noise of the pump for the maple sap?
24. What do you do with the school children in your classes?
25. What do the Special Needs kids do when they come out?
26. What do you hear from the families after they have been out here?
27. What kind of wildlife do you see here from the woods and fields?
28. What kind of animals use the pond/wetlands?
29. What have you seen when kids work around this farm?
30. What kind of fencing is this?
31.

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
July 8, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None
Engineer Jeff Gritter and Assistant Planner McKernan were also present
Opening prayer was given by Trustee VanderStel and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:00 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None declared.

3. Proposed Agenda

Motion by VanderStel and supported by Burnside to approve the agenda as presented.

VOICE VOTE: All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations

No one wished to comment.

5. Consent Agenda

Motion by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 6/7/19 through 6/28/19 in the amount of $154,889.23.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

None.

B. Planning Department

None.

C. Treasurer's Office

None.

D. Assessing Department

None.

E. Water and Sewer Department

1) **Water Supply to Caledonia Township**

Motion by Haagsma and supported by Lemke to approve the Caledonia Township connection to the Byron-Gaines public water system with the stipulations listed on the Vriesman & Korhorn memo dated June 19, 2019 (attached as part of minutes).

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

2) **Request for Township's participation for community septic system for Hideaway site condominium development**

Motion by Lemke and supported by VanderStel to table the request.

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

3) **Utility Bill Relief Request – 785 Coleman St.**

Motion by Haagsma and supported by VanderStel to grant the request to waive penalties and interest for one year, with penalties and interest to be added back if not paid in full within one year.

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

4) **Utility Bill Relief Request – 1087 72nd St.**

Motion by Haagsma and supported by VanderStel to grant the request to waive penalties and interest for one year.

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

7. Recognition of individuals and/or delegations

No one wished to speak.

8. Supervisor's Office

A. Pursue FEMA Grant for tornado shelters for residents

Motion by Haagsma and supported by Fryling to deny the request to pursue the grant for tornado shelters.

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

B. Solar Shades for lower level community rooms

Motion by VanderStel and supported by Haagsma to approve the quote of the Blind Spot for $7,395 for solar shades in both lower level community rooms.

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

C. Recommendation for appointment of alternate to the Board of Review

DeWard asked Board to let him know of any qualified candidates.

9. Comments & Discussion

DeWard updated the Board on the StoneCo project.

10. Adjournment

Motion by Haagsma and supported by Burnside to adjourn the meeting at 9:35 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

MINUTES APPROVED: August 12, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

vriesman & korhorn
CIVIL ENGINEERS

MEMO

Date: June 19, 2019 *Project Number:* 646/657

To: Byron Township Board of Trustees
Gaines Charter Township Board of Trustees

From: Nathan Vriesman, P.E.

Regarding: **Water Supply to The Charter Township of Caledonia**

Message:

Dear Board Members:

We have recently completed extensive water system modeling to study the effects of a Caledonia Township connection to the Byron-Gaines water system. The modeling included a review of existing demands, 20 year projected demands, and future scenarios beyond 20 years.

Modeled water system pressures rise to unacceptable levels in the existing Byron-Gaines System when Caledonia demands are included. We have evaluated potential solutions to alleviate these pressure concerns. We have concluded that operational adjustments and watermain construction along the 76th Street corridor from east of Kalamazoo Avenue to the proposed Patterson Avenue tank location are the main components necessary to mitigate the expected increase in pressure through the 20 year projected demand scenarios.

A joint meeting of the Byron Township and Gaines Charter Township Water and Sewer Committees was held on June 12, 2019. The consensus formed at that meeting by the Committees was to recommend to their respective boards that they consider and pass the motion below to establish a general framework in furthering the discussion related to a Caledonia Connection to the Byron-Gaines public water supply system:

<u>Suggested Motion</u>

> ____________ Township wishes to be a good neighbor and facilitate a Caledonia Township connection to the Byron-Gaines public water supply system so long as the physical infrastructure and cost details can be worked out such that the customers of the Byron-Gaines water system and the residents of ___________ Township do not subsidize the Caledonia connection. To do this, we anticipate the following:

- Caledonia Township would be required to construct a 4 mile 30" transmission main along 76th Street from the existing watermain east of Kalamazoo Avenue to the proposed Patterson Avenue tank property and 1,500' of 16" watermain from this main to the north in order to close the Hanna Lake Avenue loop.
    a. Byron and Gaines have master planned to construct a 16" watermain along 76th Street for their own purposes; however, this watermain would have been constructed over time as development occurs.
    b. The Townships would consider paying to Caledonia Township the cost of a 16" main at the time the construction of the various segments of the transmission main would have been required or some other mutually agreed upon schedule. This would result in Caledonia paying to only oversize the pipeline from a 16" to a 30".

- The contractual limit of the supply to Caledonia would be limited to 3.0 MGD.
    a. 3.0 MGD is Caledonia's projected demand 20 years from now.
    b. Caledonia's projected ultimate demand is 4.5 MGD.
    c. Additional analysis should be done when an increased supply is requested.

- Caledonia would participate in the cost of any future watermain oversized beyond the needs of what Byron and Gaines would have required on their own.

- The cost of replacing existing watermain infrastructure in the future will be covered by the depreciation portion of the water rate charged to Caledonia.

- The costs related to documenting the many details in an inter-municipal agreement would be the responsibility of Caledonia Township.

- Caledonia should indicate if they wish to proceed with working out the details of a connection based upon the above general points by October 31, 2019.

Signed: Nathan Vriesman

c. Ms. Debbie Cousineau, Byron Township Water and Sewer Administrator
Ms. Tracy Lawrence, Gaines Charter Township Water and Sewer Administrator
Mr. Michael Kortman, Byron-Gaines Utility Authority
Mr. Jeffrey M. Gritter, P.E., Vriesman & Korhorn Civil Engineers

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
August 12, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None
Also in attendance: Cliff Bloom, Township Attorney
Opening prayer was given by Trustee Fryling and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:05 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

   Kathy VanderStel stated a conflict with the StoneCo project; she will recuse herself during the public hearing.

Motion by Haagsma and supported by Fryling to accept VanderStel's recusal from the StoneCo public hearing.

VOICE VOTE: All Ayes. Motion carried.

3. **Proposed Agenda**

   DeWard added the proposal to repair the Dutton Fire Department siren to the agenda under the Supervisor's office, item (f).

Motion by Burnside and supported by Haagsma to approve the agenda as amended.

VOICE VOTE: All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

   - **Public Hearing:** StoneCo Rezoning and PUD

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

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

- Stan Bosscher spoke in opposition of the mining project.
- Doretta Anema spoke in opposition of the mining project.
- Meaghan Minkus spoke in opposition of the mining project.
- Genie Eardley, Attorney for Doretta Anema, spoke in opposition of the mining project.
- Ken Vermeulen, Attorney for StoneCo, responded to statements made by previous speakers. Genie Eardley returned and responded to his statements.
- Jennifer Ike spoke in opposition of the mining project.

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

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

Motion by Haagsma and supported by Burnside to adjourn any decision on the StoneCo project until the August 19, 2019 Special Meeting.

ROLL CALL VOTE: Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, Fryling – yes, Osterink - yes. Motion carried. Trustee VanderStel returned to the podium.

- Dan Veldhuizen gave an overview of the Township's 2018 financial audit.
- KDL Annual Report: Shirley Bruursema and Lindsey Dorfman spoke about the report; Anjie Gleisner informed the Board that she is leaving and introduced Dawn Lewis as the new manager of the Gaines Branch.
- Fire Chief Paul Sheely gave Ken VanHall a commendation award from the Dutton Fire Department for his exemplary leadership at a multi-car accident scene on M-6.
- Gaines Community Officer Jason VanderMolen gave his monthly report.

5. Consent Agenda

Motion by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 7/9/19 through 7/26/19 in the amount of $185,447.30.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

None.

B. Planning Department

None.

C. Treasurer's Office

1) 2nd Quarter Financial Report

Motion by Haagsma and supported by VanderStel to accept the Treasurer's 2nd Quarter Financial Report, subject to audit.

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

D. Assessing Department

None.

E. Water and Sewer Department

None.

7. Recognition of individuals and/or delegations

Shirley Bruursema informed the Board that the Heritage Festival was planned for October 12th.

8. Supervisor's Office

A. **Keyless entry for upper level door**

Motion by Haagsma and supported by Lemke to approve the proposal for keyless entry to be installed on the upper floor building department door by Oceans Omega, for $1,639.00.

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

B. **Resolution to establish 9/20/19 as Prisoner of War/Missing in Action Recognition Day**

Motion by Fryling and supported by Haagsma to approve the resolution providing for the designation of September 20, 2019 as "Prisoner of War/Missing in Action Recognition Day.

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

C. **Cutlerville Fire – personnel promotion**

Motion by Haagsma and supported by VanderStel to approve Kurt Wierenga's promotion to Lieutenant at the Cutlerville Fire Department.

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

D. **CDBG Applications – resolution to support**

Motion by Haagsma and supported by Osterink to approve the resolution supporting the applications for Community Development Block Grant Funding.

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

E. **Dutton Fire Department –** Invitation to participate in Railtown's Dine for a Difference event

Motion by Haagsma and supported by VanderStel to allow the Dutton Fire Department to participate in the fundraising event at Railtown Brewing, to benefit their firefighter's association.

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

F. **Dutton Fire Department –** Repairs to tornado siren

Motion by Haagsma and supported by Burnside to approve the quote for $2,651.00 to repair the tornado siren at the Dutton Fire Department.

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

9. Comments & Discussion

Fryling commented that he would like to put Consumer's Energy on the next agenda; he said there are streetlights out all over the Township that they have been made aware of for months and have not fixed them but continue to charge us for them.

DeWard updated the Board on the Revolution Farms issues, and reminded them of the special meeting next Monday, August 19th at 5:30.

10. Adjournment

Motion by Burnside and supported by Osterink to adjourn the meeting at 9:23 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

MINUTES APPROVED: September 9, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
August 19, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None
Also present: Jeff Sluggett, Township Attorney; Matt McKernan, Assistant Planner

1. The meeting was called to order at 5:35 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

Kathy VanderStel will recuse herself for the StoneCo project.

3. **Proposed Agenda**

Motion by VanderStel and supported by Haagsma to accept the agenda as presented.

VOICE VOTE – All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

Trustee VanderStel stepped down from the podium.

- Cindy DeCook spoke in opposition of the mining project
- Deb Steketee spoke in opposition of the mining project
- Doretta Anema spoke in opposition of the mining project
- Beth DenBoer spoke in opposition of the mining project
- Paula ? spoke in opposition of the mining project
- Ken Vermuellen, Attorney for StoneCo, responded to statements made by previous speakers
- Kathy VanderStel spoke in support of the mining project
- Genie Eardley, Attorney for Doretta Anema, spoke in opposition to the mining project

5. **Existing Business**

StoneCo PUD rezoning request and site plan

Motion by Haagsma and supported by Burnside to tentatively approve the planned unit development rezoning request and site plan by applicant StoneCo for a mining operation contingent upon Township staff and the Township Attorney drafting a resolution to that effect and the resolution being adopted by the Township Board hereafter. The resolution should include the conditions adopted by the Planning Commission, as well as specifying maintenance only on Saturdays with no mining operations allowed; directing the Planning Commission to form a sub-committee to include nearby residents to provide input on the annual review of the new mine; and that the Planning Commission holds a public hearing with applicable noticing requirements at the meeting when the annual review is conducted.

ROLL CALL VOTE: Fryling – no, Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes. Motion carried.

Closed Session – to discuss Attorney opinions

Trustee VanderStel returned to the podium.

Motion by Burnside and supported by Haagsma to enter into closed session, pursuant to Section 8(h) of the Open Meetings Act, to consider material which is exempt from disclosure under Section 13(1)(g) of the Michigan Freedom of Information Act.

ROLL CALL VOTE: Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, VanderStel – yes, Fryling – yes. Motion carried. Entered closed session at 7:00 p.m.

Motion by Haagsma and supported by VanderStel to return to the open meeting at 7:59 p.m.

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

6. New Business

Budgetary Planning Discussion

- Special Assessment/Millage Request for Public Safety
- Hiring of a Township Superintendent or Manager

7. Comments & Discussion

DeWard reminded the Board of the Special Meeting scheduled for August 26, 2019 at 7:00 p.m.

8. Adjournment

Motion by VanderStel and supported by Lemke to adjourn the meeting at 8:53 p.m.

Ayes: All. Meeting adjourned.

MINUTES APPROVED: September 9, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
August 26, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None
Also present: Cliff Bloom, Township Attorney; Matt McKernan, Assistant Planner

1. The meeting was called to order at 7:05 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

   Kathy VanderStel will recuse herself for the StoneCo project.

3. **Proposed Agenda**

4. **Recognition of Individuals and/or Delegations**

   Trustee VanderStel stepped down from the podium.

   - No one wished to comment

5. **Existing Business**

Resolution approving the StoneCo PUD rezoning request and site plan

Motion by Burnside and supported by Haagsma to approve the resolution for the planned unit development rezoning request and site plan by applicant StoneCo for a mining operation at 1856 100th St.

ROLL CALL VOTE: Fryling – no, Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes. Motion carried.

Ordinance amending the Zoning Ordinance and Zoning Map

Motion by Haagsma and supported by Burnside to approve the amendment to the Zoning Ordinance and Zoning Map for the Planned Unit Development known as StoneCo 100th St Operation PUD.

ROLL CALL VOTE: Osterink – yes, Burnside – yes, DeWard – yes, Lemke – yes, Haagsma – yes, Fryling – no. Motion carried.

Trustee VanderStel returned to the podium.

6. **New Business**

Cleaning Contract – Meyer's Cleaning Service

Motion by Haagsma and supported by VanderStel to table the cleaning bid until a new bid including every day cleaning at the Township Library can be submitted.

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

Zoning Enforcement Officer

Motion by Lemke and supported by VanderStel to have Supervisor's Office develop a job description including wages and hours for a part time Zoning Enforcement Officer.

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

Budgetary Planning Discussion

- Special Assessment/Millage Request for Public Safety
- Hiring of a Township Superintendent or Manager

7. Comments & Discussion

DeWard and Bloom updated the Board on the Revolution Farms issue.

8. Adjournment

Motion by Burnside and supported by VanderStel to adjourn the meeting at 9:05 p.m.

Ayes: All. Meeting adjourned.

MINUTES APPROVED: September 9, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
September 9, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None
Assistant Planner McKernan was also present
Opening prayer was given by Trustee Osterink 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**

   None declared.

3. **Proposed Agenda**

   Motion by Burnside and supported by VanderStel to approve the agenda as presented.

   VOICE VOTE: All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

   - Community Policing Officer Jason VanderMolen gave an update on his activity.

5. **Consent Agenda**

   Motion by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 8/7/19 through 8/30/19 in the amount of $226,662.10.

   VOICE VOTE: All Ayes. Motion carried.

6. **Department/Office Reports**

   A. Clerk's Office

   1) Empower – Pension and investment accounts

Motion by Haagsma and supported by VanderStel to approve switching investments from John Hancock and Voya to Empower, after conferring with Township employees about the plan.

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

   B. Planning Department

   1) Rezoning Request for 7988 Division Ave. SE

Motion by Haagsma and supported by VanderStel to approve Ordinance 17-03, to amend the Zoning Map to rezone 7988 Division Ave. SE from RL-10 to C-2.

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

Motion by Haagsma and supported by VanderStel to approve Resolution 2019-12, to rezone 7988 Division Ave. SE from RL-10 to C-2.

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

2) Zoning Ordinance Amendments – Billboard Signs

Motion by Haagsma and supported by Lemke to amend Section 17.12A, G, M, and O of the Zoning Ordinance.

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

3) Hideaway Open Space Development

Motion by Haagsma and supported by VanderStel to approve the preliminary site plan dated 5/21/19 for the Hideaway Open Space Development subject to the following conditions:

The Master Deed for the Development shall stipulate the following:

a) The Township is not participating in any maintenance/repair, nor is the Township liable for maintenance/repair, of the proposed community septic system.
b) The Township has the right to create a special assessment district for the Hideaway community in the event that the State requires Township participation at some future date.
c) The dedicated open space shall forever remain open space, and further development, dividing, or subdivision of dedicated open space land or its use for other than recreation or conservation purposes is prohibited, with the exception that easements for utilities are permitted.
d) The perimeter of the open space shall be maintained as a passive walking trail.
e) A copy of the deed restrictions pertaining to the development shall be submitted and approved by staff prior to the final approval by the Township Board.
f) Minimum building requirements of 1,800 square feet for a ranch and 2,400 square feet for a 2-story.

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

C. Treasurer's Office

1) Request to transfer funds to TIRF account

Motion by Haagsma and supported by VanderStel to table the request to transfer funds into the TIRF account until receiving clarification from the Township Auditor.

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

D. Assessing Department

None.

E. Water and Sewer Department

None.

7. Recognition of individuals and/or delegations

- No one wished to comment.

8. Supervisor's Office

A. 2020 Rapid Contract

Motion by Haagsma and supported by Lemke to approve the Rapid 2020 contract for $48,650.

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

B. Use of Community Rooms for Assessing Class

Motion by Haagsma and supported by Lemke to allow Kent County Association of Assessing Officers to use community rooms A & B for free for a week long class in May of 2020.

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

C. Proposed changes to Personnel Manual

Motion by Haagsma and supported by VanderStel to approve the proposed changes to Sections 1.7, 1.9 and 2.5 of the Personnel Manual.

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

D. Proposed Professional Development Request Form

Motion by Burnside and supported by VanderStel to approve the Professional Development Request Form, to be completed by all Township employees or officials planning to attend classes or conferences.

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

9. Comments & Discussion

DeWard informed the Board of the intent to pull the Open Space Preservation Chapter from the Zoning Ordinance to be reworked; he also updated the Board on Switch, Revolution Farms, and StoneCo issues.

10. Adjournment

Motion by Haagsma and supported by Burnside to adjourn the meeting at 9:25 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

MINUTES APPROVED: October 14, 2019

Angela Burnside

Angela Burnside, Clerk

Robert DeWard

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
October 14, 2019

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

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

2. **Question of Conflict of Interest**

None declared.

3. **Proposed Agenda**

Burnside added requests from two Cutlerville Fire Department employees under the Clerk's Department. Haagsma pointed out that the 3 Planning Department projects that are included in the Board packet were not on the agenda, and added them.

<u>Motion by Haagsma and supported by VanderStel to approve the agenda as amended.</u>

VOICE VOTE: All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

- Doretta Anema commented about her efforts to bring the StoneCo mining expansion to referendum.
- **Public Hearing –** Allocation of Community Development Block Grant Funds

<u>Motion by Burnside and supported by Haagsma to open the public hearing.</u>

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

No one wished to speak.

<u>Motion by Burnside and supported by Haagsma to close the public hearing.</u>

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

5. **Consent Agenda**

<u>Motion by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 9/6/19 through 9/27/19 in the amount of $421,466.87.</u>

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

6. **Department/Office Reports**

A. Clerk's Office

1) Request from Jordan Sheely

Motion by Haagsma and supported by Burnside to approve paying the full monthly health insurance premium for Jordan Sheely while he is out on medical leave, and that the Township develop a policy regarding this for the Personnel Manual.

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

2) Request from Kurt Wierenga

Motion by Burnside and supported by VanderStel to pay Kurt Wierenga for the shift and ½ he missed while out with a work-related injury, not to be paid as overtime and not to be charged to Byron; and that the Township develop a policy regarding this for the Personnel Manual.

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

B. Planning Department

1) Rezoning Request for 7864 Kalamazoo Ave. SE

Motion by Haagsma and supported by VanderStel to approve Resolution 2019-13 and Ordinance 19-04, to amend the Zoning Map to rezone 7864 Kalamazoo Ave. SE from A-R Agricultural-Rural to RL-10 Single Family Residential.

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

2) Proposed Ordinance Amendment

Motion by Haagsma and supported by Burnside approve Resolution 2019-14 and Ordinance 19-05, to amend the Zoning Ordinance by removing Chapter 22 for revisions.

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

3) Final Preliminary Plat Approval – Preservation Lakes #3

Motion by Haagsma and supported by VanderStel to approve the Final Preliminary Plat for Preservation Lakes #3, subject to the following conditions:

a) The applicant shall submit a formal petition for the creation of a Special Assessment District for the installation and operation of required streetlights.
b) The streetlights and all costs associated with installation and establishment of a street lighting Special Assessment District are borne by the developer.

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

C. **Treasurer's Office**

None.

D. **Assessing Department**

None.

E. **Water and Sewer Department**

1) 6473 Bentree – Utility Bill Relief Request

Motion by Haagsma and supported by VanderStel to deny the request for relief from the utility bill for 6473 Bentree, as recommended by the Water & Sewer Committee.

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

2) 904 60th St. – Utility Bill Relief Request

Motion by Haagsma and supported by VanderStel to approve the request to reduce the utility bill in the amount of $372.63, as recommended by the Water & Sewer Committee.

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

3) 6457 College Ave – Water Connection Fee Payment Plan Request

Motion by Haagsma and supported by VanderStel to approve the request for a payment plan for water connection at 6457 College Ave in the amount of $8,142.00 for 10 years at 4.5%, as recommended by the Water & Sewer Committee.

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

7. Recognition of individuals and/or delegations

- No one wished to comment.

8. Supervisor's Office

A. Payment in lieu of sidewalk request – Heidi Christine's

Motion by VanderStel and supported by Burnside to approve the request for payment in lieu of sidewalk for Heidi Christine's, for $1,451.00.

ROLL CALL VOTE: Osterink – yes, Burnside – yes, DeWard – yes, Haagsma – no, VanderStel – yes. Motion carried.

B. Payment in lieu of sidewalk request – 6146 & 6200 Hanna Lake Ave

Motion by Haagsma and supported by VanderStel to approve the request for payment in lieu of sidewalk for 6146 & 6200 Hanna Lake Ave, for $3,415.00.

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

C. Cleaning Contract

Motion by Haagsma and supported by Burnside to award the cleaning contract bid to Meyer's Cleaning for $26,820 per year, for cleaning at the Township Office & Library.

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

9. Comments & Discussion

DeWard updated the Board on Switch and Revolution Farms. There will be a special meeting will be on October 28th at 5:30 p.m., to discuss the proposed budget.

10. Adjournment

Motion by VanderStel and supported by Haagsma to adjourn the meeting at 9:10 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

APPROVED: November 11, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
October 28, 2019

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None
Also present: Dan Veldhuizen, Township Auditor; Fire Chief Paul Sheely

1. The meeting was called to order at 5:42 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest**

   None.

3. **Proposed Agenda**

   The sub-committee that is researching the Manager position added an update report under Comments & Discussion.

Motion by Osterink and supported by VanderStel to accept the agenda as amended.

VOICE VOTE – All Ayes. Motion carried.

4. **Recognition of Individuals and/or Delegations**

   - Dan Veldhuizen explained to the Board how the existing TIRF account could be dissolved and how Capital Expenditure funds could be set up. He also suggested that escrow accounts be brought into the General Fund. His office can assist the Township in setting this up using our BS&A software.

5. **Existing Business**

   Take the proposed transfer of funds to the TIRF account off the table

Motion by Lemke, supported by VanderStel to take the proposed transfer of funds to the TIRF account that was tabled at the September 9, 2019 Township Board meeting back off the table.

VOICE VOTE – All Ayes. Motion carried.

Motion by Burnside and supported by VanderStel to leave the unspent funds from the 2018 Budget in the General Fund.

VOICE VOTE – All Ayes. Motion carried.

Motion by Burnside and supported by VanderStel to develop a resolution to dissolve the Park & Trails account and the TIRF account and incorporate both into the General Fund.

VOICE VOTE – All Ayes. Motion carried.

6. **New Business**

   1) LED Upgrade @ Dutton Fire Department

Motion by VanderStel and supported by Haagsma to approve the quote from Meekof Electric to upgrade interior lighting at the Dutton Fire Department to LED lights.

VOICE VOTE – All Ayes. Motion carried.

2) LED Upgrade – Exterior lights at Township Office

Motion by Haagsma and supported by VanderStel to approve the quote from Meekof Electric to upgrade exterior lighting at the Township Office to LED lights.

VOICE VOTE – All Ayes. Motion carried.

3) Division Ave Corridor Authority

Motion by Haagsma and supported by VanderStel to allow the Division Ave Corridor Authority to continue for one more year, but they must meet the obligations of their original contract.

VOICE VOTE – Ayes: Fryling, Osterink, Burnside, DeWard, Haagsma, VanderStel. Nays: Lemke. Motion carried.

4) Non-Action Item - 2nd Draft of Proposed 2020 Budget

7. Comments & Discussion

The Manager subcommittee gave a brief report of their progress and findings.

8. Adjournment

Motion by VanderStel and supported by Lemke to adjourn the meeting at 9:40 p.m.

VOICE VOTE – All Ayes. Meeting adjourned.

APPROVED: November 11, 2019

Angela Burnside, Clerk

Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
December 9, 2019

Present: Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: Fryling joined the meeting at 7:20
Assistant Planner McKernan was also present
Opening prayer was given by Haagsma and the Pledge of Allegiance was recited

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

2. **Question of Conflict of Interest**

   None declared.

3. **Proposed Agenda**

   DeWard added proposed changes to the Personnel Manual and an Environmental Assessment as action items under the Supervisor's Office. Burnside noted that the recommendation from the Supervisor's memo regarding Publication of Record that was included in the Board packet was not listed on the agenda.

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**

   - Kyle Klaas thanked the Board for the progress on the Living Waters situation.
   - **Public Hearing –** Amendment to the Crossings PUD

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

No one wished to speak.

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

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

5. **Consent Agenda**

Motioned by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 11/1/19 through 11/27/19 in the amount of $185,179.06.

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

6. **Department/Office Reports**

   A. **Clerk's Office**

1) Amendment to 2019 Budget

Motioned by Lemke and supported by Burnside to approve the amendment of $5,000.00 to the 2019 Assessing Budget.

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

2) Request for increase to Election Worker's wage for 2020

Motioned by Lemke and supported by Burnside to increase the wage for Election workers from $10.00 to $12.00 for 2020.

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

B. Planning Department

1) Crossings PUD Amendment

Motioned by Haagsma and supported by Burnside to approve Resolution 2019-22 amending the Crossings PUD to allow for the construction of a Staybridge Suites hotel.

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

2) Proposed Ordinance Amendment

Motioned by Haagsma and supported by VanderStel to approve Resolution 2019-21 and Ordinance 19-06, to amend the Zoning Ordinance pertaining to regulations for Probation, Parole, Substance Abuse, and Sex Offender Homes.

Fryling joined the meeting at 7:20.

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

C. Treasurer's Office

None.

D. Assessing Department

None.

E. Water and Sewer Department

1) 3088 60th St. – Request for Variance

Motioned by Haagsma and supported by VanderStel to approve a variance from the Water & Sewer Ordinance, as recommended by the Water & Sewer Committee.

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

2) 2020 Water & Sewer Rates

Motioned by Haagsma and supported by Burnside to approve the Resolution establishing the Water & Sewer rates for 2020, as recommended by the Water & Sewer Committee.

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

3) 1648 Sunny Glen – Utility Bill Sewer Relief Request

Motioned by Haagsma and supported by VanderStel to approve the request for a waiver of any sewer usage above 13,000 gallons on the next quarter billing for 1648 Sunny Glen, as recommended by the Water & Sewer Committee.

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

7. Recognition of individuals and/or delegations

- No one wished to comment.

8. Supervisor's Office

A. **Audit Contract**

Motioned by Lemke and supported by Burnside to approve the contract with Siegfried Crandall for the 2019 Audit, not to exceed $16,500.

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

B. **Cutlerville Deputy Fire Chief stipend**

Motioned by Lemke and supported by VanderStel to approve the recommendation of the Cutlerville Fire Committee to increase the annual stipend of the Deputy Chief to $5,560.

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

C. **Resolution – Appropriations Act (to adopt 2020 Budget)**

Motioned by VanderStel and supported by Burnside to approve the Resolution adopting the General Appropriations Act - 2020 Budgets for General Fund, Water & Sewer Fund, and Building Department.

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

D. **1st Read – Private Roads Ordinance Moratorium**

Motioned by Haagsma and supported by VanderStel to set the 2nd reading for the Private Roads Ordinance Moratorium on the January 13, 2020 agenda.

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

E. **Publication of Record**

Motioned by Lemke and supported by Haagsma to begin using the Sun and News as the Publication of Record for public notices in 2020.

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

Motioned by Haagsma and supported by Burnside to table the Sun & News as the Publication of Record until additional information can be obtained.

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

F. **Committee Appointments**

Motioned by VanderStel and supported by Haagsma to approve the committee appointments proposed by the Supervisor's office for 2020.

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

G. **Meeting Dates**

Motioned by Haagsma and supported by Lemke to approve the meeting dates proposed by the Supervisor's office for 2020.

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

H. **Changes to Personnel Manual**

Motioned by Burnside and supported by VanderStel to approve the proposed changes to the Personnel Manual.

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

I. **Environmental Study**

Motioned by Haagsma and supported by Fryling to authorize the Supervisor to order an environmental study on the Kalamazoo Ave. property being purchased for Prairie Wolf Park.

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

9. Comments & Discussion

None.