

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
January 13, 2020**

Present: Fryling, Burnside, DeWard, Lemke, Haagsma, VanderStel

Absent with notice: Osterink

Assistant Planner McKernan was also present

Opening prayer was given by VanderStel 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

Fryling declared he would abstain from voting on his invoice under the Supervisor's office;
Burnside declared that she would abstain from voting on her replacement.

3. Proposed Agenda

DeWard added a resolution to approve the new Clerk's salary for 2020 under the Supervisor's office. Fryling requested that his invoice be moved to the last item under the Supervisor's office.

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.

- **Public Hearing** – Amendment to the Crossings PUD

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

VOICE VOTE: All Ayes. Motion carried.

No one wished to speak.

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

VOICE VOTE: All Ayes. Motion carried.

- Sun & News presentation by Fred Jacobs
- John Bagley of Kent Conservative District Strike Team talked about invasive plant species

5. Consent Agenda

Motioned by Haagsma and supported by VanderStel to approve the consent agenda including payment of bills for 12/6/19 through 12/27/19 in the amount of \$300,320.38.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

Gaines Township Board Minutes
January 13, 2020

1) Purchase of laptops for Elections

Motioned by Haagsma and supported by Fryling to approve the purchase of 10 new laptops for Elections.

VOICE VOTE: All Ayes. Motion carried.

2) Letter of Resignation

Motioned by Haagsma and supported by VanderStel to accept Clerk Burnside's resignation as of January 31, 2020.

VOICE VOTE: All Ayes. Burnside abstained. Motion carried.

B. Planning Department

1) Staybridge Suites Ordinance

Motioned by and supported by to approve Ordinance 2020-01 amending the Crossings PUD to allow for the construction of a Staybridge Suites hotel.

VOICE VOTE: All Ayes. Motion carried.

2) First read of Zoning Ordinance regarding PUDs

Motioned by Haagsma and supported by VanderStel to hold a second reading of the Zoning Ordinance change at the February 10, 2020 Board Meeting, to amend the Zoning Ordinance regulating size minimums for Planned Unit Developments.

VOICE VOTE: All Ayes. Motion carried.

C. Treasurer's Office

None.

D. Assessing Department

1) Resolution adopting Poverty Exemption Guidelines for Board of Review

Motion by and supported by to approve the Resolution establishing the Poverty Exemption Guidelines for the 2020 Board of Review.

VOICE VOTE: All Ayes. Motion carried.

E. Water and Sewer Department

None.

7. Recognition of individuals and/or delegations

- Jason VanderMolen, Community Policing Officer, gave an update
- Brian DeSmit commented on the Private Road Moratorium

8. Supervisor's Office

A. Lexipol and airbag expenditures by Dutton Fire Department

Motioned by Haagsma and supported by Fryling to approve the invoice for the Lexipol subscription for the Dutton Fire Department.

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

Motioned by Haagsma and supported by Burnside that the 3 invoices in question be reviewed by the Dutton Fire Committee, and that the Committee bring a recommendation to the Board as to an amount for purchases within the budget that can be approved by the Committee.

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

B. Moratorium on Private Roads Ordinance

Motioned by Haagsma and supported by VanderStel to approve the Ordinance imposing a moratorium on Private Roads within the Township until May 1, 2020.

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

C. Publication of Record

Motioned by Haagsma and supported by VanderStel to remove the Sun & News as Publication of Record from the table.

VOICE VOTE: All Ayes. Motion carried.

Motioned by Haagsma and supported by VanderStel to begin using the Sun and News as the Publication of Record for public notices in 2020, with the following conditions:

1. The Sun & News must mail postcards to all addresses within the Township that are outside of the current distribution area, informing that they will be the Township's publication of record for public notices, and giving the opportunity to subscribe by mail.
2. The Township Office and Library will be bulk drop sites, as well as any businesses in the area that the Sun & News can get permission to drop the papers.
3. All proofs for public notices must be immediately posted to the Township website upon receipt.

VOICE VOTE: All Ayes. Motion carried.

D. Parks & Trails Committee appointment

Motioned by VanderStel and supported by Burnside to approve the appointment of Steve Maier to the Parks & Trails Committee for 2020.

VOICE VOTE: All Ayes. Motion carried.

E. Quote for landscaping maintenance at Prairie Wolf Park

Motioned by Lemke and supported by VanderStel to table the quote until the Parks & Trails Committee can discuss it and bring a recommendation.

VOICE VOTE: All Ayes. Motion carried.

F. Candidate for Clerk's position

Motioned by Haagsma and supported by Lemke to appoint Michael Brew as the Township Clerk as of February 1, 2020 for the remainder of the term, ending November 20, 2020.

VOICE VOTE: All Ayes. Burnside abstained. Motion carried.

G. Candidate for Election Administrator position

Motioned by Haagsma and supported by VanderStel to approve Jennifer Jager as the Election Administrator.

VOICE VOTE: All Ayes. Burnside abstained. Motion carried.

H. Request to Attend Annual MTA Conference

Motioned by Lemke and supported by Burnside to approve the Supervisor's request to attend the annual MTA Conference.

VOICE VOTE: All Ayes. Motion carried.

I. Resolution to establish Clerk's salary for 2020

Motioned by VanderStel and supported by Haagsma to adopt the resolution establishing the Clerk's salary at \$59,200 as of February 1, 2020, with the understanding that Michael Brew will begin as a Township employee on January 20, 2020.

VOICE VOTE: All Ayes. Motion carried.

J. Invoice from Dan Fryling

Motioned by Haagsma and supported by VanderStel to table the invoice for further documentation to be presented.

VOICE VOTE: All Ayes. Fryling abstained. Motion carried.

9. Comments & Discussion

The Board decided to hold a special meeting to discuss the recommendations of the Manager subcommittee, possibly February 3rd.

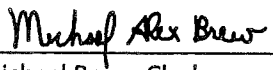
Lemke informed the Board that State Representative Steve Johnson would be coming to the Township Office on January 20th at 2:00 p.m., if any of the Board members wanted to meet with him.

Haagsma suggested that Burnside be compensated for time spent training/assisting after January 31st. DeWard would have Personnel Committee determine an appropriate wage.

10. Adjournment

Motion by Burnside and supported by VanderStel to adjourn the meeting at 8:50 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
February 03, 2020**

Present: Fryling, Osterink, Brew, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None

1. The meeting was called to order at 5:15 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None.

3. Proposed Agenda

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

VOICE VOTE: All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations

None

5. Existing Business

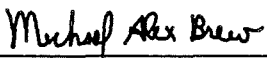
Township Manager

Report and job description given by manager sub-committee pertaining to manager position

6. Adjournment

Motion by Osterink and supported by Haagsma to adjourn the meeting at 6:32 p.m.

Ayes: All. Meeting adjourned.



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
February 10, 2020**

Present: Fryling, Brew, DeWard, Lemke, Haagsma, VanderStel, Osterink

Absent with notice: None

Engineer Gritter was also present

Opening prayer was given by Fryling 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

Fryling declared he had a conflict because of his invoice under the Supervisor's office; VanderStel declared that she had a potential conflict with the Parks & Trails Committee Resolution under the Supervisor's office; Haagsma declared that he had a potential conflict with Kent County Road Commission item under public comment. DeWard called for VOICE VOTE that VanderStel did not have a conflict: All Ayes. DeWard called for VOICE VOTE that Haagsma did not have a conflict: All Ayes.

3. Proposed Agenda

DeWard added to the agenda two additional purchases of cameras and tires and discussion on the manager/superintendent position.

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.

- Steve Roon and Paul Murphy – Kent County Road Commission – discussed future road projects, the Pacer System of road evaluation, and the partnership with Gaines Township for funding projects
- Jason VanderMolen, Community Policing Officer, gave an update

5. Consent Agenda

Osterink asked about the progress of the Sun & News post card to residents not in the current delivery zone as well as where copies of the paper were made available to the public at no cost. DeWard will follow up with the Sun & News.

Motioned by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 01/06/2020 through 1/31/2020 in the amount of \$259,457.42.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Planning Department

1) Zoning Ordinance Amendment to Remove Minimum Size Requirements for PUDs

Motioned by Haagsma and supported by VanderStel to approve the resolution to change the current Zoning Ordinance.

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

Motioned by Haagsma and supported by VanderStel to approve Ordinance 2020-03 amending the Zoning Ordinance regulating size minimums for Planned Unit Developments.

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

2) 2019 Planning Dept. Annual Report

DeWard noted Amazon job postings and the attention that has generated in the media. Osterink noted pages 3 and 5 of the report with the increases and decreases in construction and building costs.

Motion by Haagsma and seconded by VanderStel to approve the 2019 Planning Department Annual Report

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

C. Treasurer's Office

1) 2019 4th Quarter Financial Report

Motioned by Haagsma and supported by VanderStel to approve the 4th Quarter Financial Report subject to audit.

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

2) Conference attendance request

Motion by Haagsma and supported by Fryling to approve Laurie Lemke's conference request.

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

Motion by Lemke and supported by Haagsma to approve Jenna Pilkington's conference request.

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

D. Assessing Department

1) Resolution Authorizing Alternative dates for Board of Review

Motion by Lemke and supported by Haagsma to approve the Resolution authorizing alternative dates for the Board of Review.

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

2) Resolution Authorizing A Resident Taxpayer To File A Protest Before The Board Of Review Via Letter

Motion by Lemke and supported by Haagsma to approve the Resolution authorizing a resident taxpayer to file a protest before the Board of Review via letter.

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

7. Recognition of individuals and/or delegations

- No one wished to comment

8. Supervisor's Office

A. Tabled Invoice from Dan Fryling

Trustee Fryling asked for the matter to remain on the table to gather more information.

B. 2020 Kent County Road Commission Proposed Projects for Gaines Township

Motioned by Osterink and supported by Haagsma to initiate the Kent County Road Commission proposed projects for 2020.

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

C. Resolution – Consumers Energy regarding Explorer Estates

Motioned by Haagsma and supported by Fryling to place the resolution on the table pending more information on payment and type of light being installed.

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

D. Dutton Fire purchases

1) Target Solutions

Motioned by Haagsma and supported by VanderStel to approve the Target Solution expenditure of \$2,175 for the on-line training platform and maintenance fees.

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

2) Rescue Resources

Motioned by Haagsma and supported by VanderStel to approve the Rescue Resources expenditure of \$7,680.50 for replacement of airbags at the Dutton station.

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

3) 5 Alarm

Motioned by Lemke and supported by VanderStel to approve the 5 Alarm expenditure of \$14,700 for two thermal imaging cameras as the existing cameras are no longer NFPA compliant.

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

4) Lexipol

Motioned by VanderStel and supported by Haagsma to approve the Lexipol expenditure of \$5,058.

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

5) T-68 Tires

Motioned by Haagsma and supported by Lemke to approve the Meekhof Tire expenditure of \$6,200 to replace tires on T-68.

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

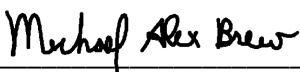
9. Comments & Discussion

DeWard commented on the status of the manager position. Item was referred back to the subcommittee to finalize the job description and bring to the March 9, 2020 Township Board meeting for vote.

10. Adjournment

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 8:58 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.



Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
March 9, 2020**

Present: Brew, DeWard, Lemke, Haagsma, VanderStel, Osterink

Absent with notice: None

Tardy with notice: Fryling. Fryling arrived at 7:27 p.m. and left at 7:55 p.m.

Opening prayer was given by Osterink and the Pledge of Allegiance was recited

1. The meeting was called to order at 7:01 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

Fryling was declared to have a potential conflict because of his invoice under the Supervisor's office. Fryling was absent to discuss the conflict so no vote was taken on the matter.

3. Proposed Agenda

Motioned by Haagsma and supported by VanderStel to approve the agenda.

VOICE VOTE: All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations.

- Jason VanderMolen, Community Policing Officer, gave an update

5. Consent Agenda

Motioned by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 02/06/2020 through 2/29/2020 in the amount of \$199,061.45.

VOICE VOTE: All Ayes. Motion carried.

6. Department/Office Reports

A. Clerk's Office

1) Professional Development Request

Motion by VanderStel and supported by Haagsma to approve Michael Brew's conference request.

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

B. Assessing Department

1) Annual Report

Compliments to Megan VanHoose for Board of Review success

C. Water & Sewer Department

1) 1117 Peaceful – Sewer bill relief request

Motioned by Haagsma and supported by Fryling to approve the \$607.50 bill reduction for sewer usage.

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

Comment concerning establishing a resolution to set a dollar amount to not have to bring the item to the township board.

7. Recognition of individuals and/or delegations

- No one wished to comment

8. Supervisor's Office

A. Tabled Invoice from Dan Fryling

Discussion on the invoice resulted in no member motioning to remove the item from the table.

B. Township Planner Position

Motioned by Haagsma and supported by Osterink to approve the hiring of Dan Wells as Township Planner.

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

C. Renewal of Township Liquor Licenses

1) Applebees

Motion by Haagsma and supported by VanderStel to approve the renewal of Applebees Liquor License.

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

2) Briarwood

Motion by VanderStel and supported by Osterink to approve the renewal of Briarwood Liquor License.

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

3) Carmelo's

Motion by VanderStel and supported by Haagsma to approve the renewal of Carmelo's Liquor License.

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

4) Celebration Cinema

Motion by VanderStel and supported by Haagsma to approve the renewal of Celebration Cinema Liquor License.

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

5) Grinning Mitten Microbrewer

Motion by Haagsma and supported by VanderStel to approve the renewal of Grinning Mitten Microbrewer Liquor License.

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

6) Grinning Mitten Small wine maker

Motion by VanderStel and supported by Haagsma to approve the renewal of Grinning Mitten Small wine maker Liquor License.

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

7) Logan's Roadhouse

Motion by Haagsma and supported by VanderStel to approve the renewal of Logan's Roadhouse Liquor License.

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

8) Peppino's

Motion by Haagsma and supported by VanderStel to approve the renewal of Peppino's Liquor License.

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

9) Watermark

Motion by Haagsma and supported by VanderStel to approve the renewal of Watermark Liquor License.

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

D. Resolution – Consumers Energy regarding Explorer Estates

Motioned by Haagsma and supported by VanderStel to remove the resolution from the table

VOICE VOTE: All Ayes. Motion carried.

Motioned by Haagsma and supported by VanderStel to approve the Consumers Energy resolution regarding Explorer Estates

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

E. Purchase of BS&A server

Motioned by Haagsma and supported by DeWard to purchase a BS&A server from Ocean Omega

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

F. Never the Same – request for road closure

Motioned by Haagsma and supported by VanderStel to approve the Never the Same request to close Ridgebrook Drive south of 60th and north of Eastport Drive on August 29th, 2020

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

G. Township Manager Position

Motioned by Haagsma and supported by VanderStel to move forward with advertising and interviewing for the Township Manager position

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

H. South Christian room rental rate

Motioned by Lemke and supported by VanderStel to reduce the room rental fee for South Christian Advanced Placement testing

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

I. Recommendations for Water & Sewer committee members

Motioned by VanderStel and supported by Haagsma to approve Planner Dan Wells and Water & Sewer Administrator Tracy Lawrence to the Water & Sewer committee.

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

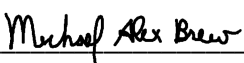
9. Comments & Discussion

DeWard commented on the idea of combining the Building, Planning, and Permits departments.

10. Adjournment

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 8:47 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.



Michael Brew, Clerk

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
March 20, 2020**

Present: Osterink, Brew, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: Fryling

Opening prayer was given by DeWard and the Pledge of Allegiance was recited
1. The meeting was called to order at 3:03 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None.

3. Proposed Agenda

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

VOICE VOTE: All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations

None

5. New Business

A. Township reaction to COVID-19

- a. Motion by Osterink and supported by VanderStel to give full time employees five additional Personal Paid Time days and part-time employees additional Personal Paid Time according to their scheduled hours only for 2020.

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

B. Consent to Grade Agreement – Temporary Construction Easement Cook's Crossing South

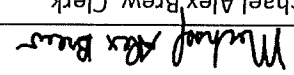
- a. Motion by Haagsma and supported by VanderStel to allow for the Temporary Construction Easement at Cook's Crossing South for the sum of less than One Hundred Dollars.

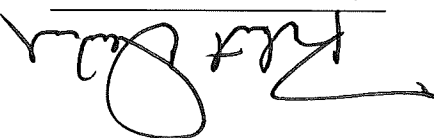
ROLL CALL VOTE: DeWard – yes, Lemke - yes, Osterink – yes, VanderStel - yes, Haagsma - yes, Brew - yes Motion carried.

C. Township Manager Position

- a. Motion by Haagsma and supported by VanderStel to proceed with recruiting for the Township Manager position.

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


Michael Alex Brew, Clerk


Robert DeWard, Supervisor

Ayes: All. Meeting adjourned.

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 4:34 p.m.

6. Adjournment

General agreement that jeans would be acceptable but not pajama apparel at the township office.

G. Casual attire while building is closed

Update given by DeWard that Phase II is in process.

F. Schoen Property – Phase II Environmental Assessment

a. General consent to not “fog the building” at a cost of \$2,100.

E. Sanitizing of office building

yes Motion carried.

ROLL CALL VOTE: Haagsma – yes, VanderStel - yes, DeWard - yes, Osterink - yes, Lemke - yes, Brew -

Department Administrative Assistant for 20 hours.

a. Motion by Haagsma and supported by Brew to proceed to hire a Building

D. Building Department administrative position

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
April 13, 2020

The meeting was held as a virtual meeting via Zoom – Meeting #471-739-641 – Password – 021046.
Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: Brew, DeWard, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer was given by Brew.

1. The meeting was called to order at 4:00 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None

3. Proposed Agenda

Motioned by Haagsma and supported by Lemke to approve the agenda.

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

4. Recognition of Individuals and/or Delegations.

None.

5. Consent Agenda

Motioned by Lemke and supported by Haagsma to approve the consent agenda including payment of bills for 03/04/2020 through 03/28/2020 in the amount of \$214,701.59.

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

6. Department/Office Reports

A. Planning

1) Hidden Waters Preliminary Site Condominium Time Extension Request

Motion by VanderStel and supported by Haagsma to approve extension.

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

7. Recognition of individuals and/or delegations

No one wished to comment

8. Supervisor's Office

A. Tabled Invoice from Dan Fryling marked FINAL PAYMENT

DeWard made it clear to the board that this adjusted invoice was to be a final payment in full to Fryling Electric and Dan Fryling.

Motion by Haagsma and supported by Osterink to pay Dan Fryling invoice.

ROLL CALL VOTE: Haagsma - yes, VanderStel - yes, DeWard - yes, Osterink - yes, Fryling Abstain - conflict of interest, Lemke - yes, Brew - yes Motion carried.

B. Resolution for Emergency Temporary Emergency Measures

Motion by Haagsma and supported by VanderStel to adopt the Emergency Temporary Emergency Measures.

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

C. Consideration of Chief Sheely's compensation requests

Motion by Lemke and supported by Haagsma to pursue all avenues for Chief Sheely's compensation request

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

D. 10% increase in health insurance premiums

Motioned by Osterink and supported by Haagsma to accept the 10% increase in health insurance premiums with the increase being absorbed by the township

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

9. Comments & Discussion

None

10. Adjournment

Motion by VanderStel and supported by Haagsma to adjourn the meeting at 5:33 p.m.

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

Michael Brew
Michael Brew, Clerk

Robert DeWard
Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
April 27, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting #833-6710-3475 – Password – 952408. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: Brew, DeWard, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer was given by DeWard.

1. The meeting was called to order at 4:04 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None

3. Proposed Agenda

Motioned by Haagsma and supported by Osterink to approve the agenda.

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

4. Recognition of Individuals and/or Delegations.

None.

5. Administration of employee HSA and Flex Accounts

Motioned by Haagsma and supported by VanderStel to have Burnham & Flowers Insurance Group administer the Health Savings Account (HSA) and Flexible Spending Accounts (FSA).

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

6. Recognition of Individuals and/or Delegations.

Dan Well introduced himself to the board.

7. Supervisor's Office

A. Resolution extending moratorium on private roads from May 1, 2020 to November 1, 2020

Motion by Haagsma and supported by Osterink to extend the moratorium on private roads from May 1, 2020 to November 1, 2020.

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

B. Phase II Environmental Study by Dixon Environmental

Motion by Fryling and supported by Brew to go forward with the Phase II Environmental Study on the 8665 Kalamazoo Avenue property.

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

C. Back up all servers to the cloud facilitated by Ocean Omega Systems

Motion by Osterink and supported by Haagsma to have Ocean Omega Systems back up to cloud services instead of tape backup currently used.

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

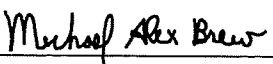
8. Comments & Discussion

- A. Status of Intergovernmental agreement
- B. Discussion of Sword Fighting Club / Training on township property
- C. Changes to road projects with the Road Commission
- D. Hours due to COVID-19

10. Adjournment

Motion by Haagsma and supported by DeWard to adjourn the meeting at 5:25 p.m.

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


Michael Brew, Clerk


Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
May 11, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting #899-9505-8739 – Password – 846249. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: Deward, Brew, Lemke, Haagsma, VanderStel, Osterink

Absent: None

Tardy with notice: Fryling 4:13 pm

Opening prayer was given by DeWard.

1. The meeting was called to order at 4:01 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None

3. Proposed Agenda

Motioned by Haagsma and supported by Vanderstel to approve the agenda.

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

4. Recognition of Individuals and/or Delegations.

Nate Wolf from Mike Meyers addressed the board about the Cutlerville firefighters union agreement.

5. Consent Agenda

Motioned by Haagsma and supported by Lemke to approve the consent agenda including payment of bills for 03/04/2020 through 03/28/2020 in the amount of \$249,155.70.

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

6. Department/Office Reports

A. Clerk

1) Resolution appointing FSA & HSA account administrator

Motion by Lemke and supported by VanderStel to approve Burnham & Flowers administer Flex Spending Accounts starting June 1, 2020 and Health Savings Accounts starting January 1, 2021.

D. Telecommuting Policy

Motioned by Haagsma and supported by Osterink to adopt the Gaines Township Telecommuting Policy

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

E. Sword fighting classes in Prairie Wolf Park

Motioned by Haagsma and supported by VanderStel to remove the sword fighting question from the table

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

Motioned by Osterink and supported by Haagsma to deny sword fighting classes in Prairie Wolf Park

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

F. Extension of Stay-at-home / employees who have exhausted PTO

Motioned by Brew and supported by Haagsma to have employees use PTO and sick time for any additional hours needed due to the State of Michigan Stay-at-Home order.

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

9. Comments & Discussion

None

10. Adjournment

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 5:51 p.m.

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


Michael Brew, Clerk


Robert DeWard, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
June 08, 2020

The meeting was held as a virtual meeting via Zoom – Meeting #842-2314-5251 – Password – 658212. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: Deward, Brew, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer was given by Haagsma.

1. The meeting was called to order at 4:09 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None

3. Proposed Agenda

Motioned by Haagsma and supported by Osterink to approve the agenda.

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

4. Recognition of Individuals and/or Delegations.

Scott Noto – Judge Candidate – Kent County Circuit Court – Addressed the board.

Dan Veldhuizen reviewed the 2019 Fiscal Year Audit

5. Consent Agenda

Motioned by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 05/02/2020 through 05/29/2020 in the amount of \$143,511.11.

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

6. Department/Office Reports

A. Clerk

1) Personnel Matter

Motion by Haagsma and supported by VanderStel to approve increasing Robin Haagsma, Deputy Clerk's hours to 32 hours with township benefits.

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

7. Recognition of Individuals and/or Delegations.

None.

8. Supervisor's Office

A. Rental of Community Room

Motion by Fryling and supported by Osterink to cancel all Community Room rental agreements and refund or return any monies collected.

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

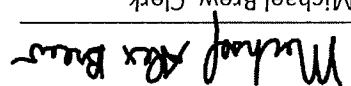
9. Comments & Discussion

None

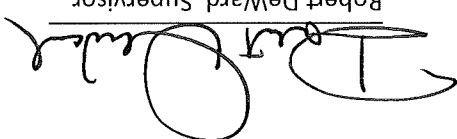
10. Adjournment

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 5:30 p.m.

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



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
July 13, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting #891-6554-6566 – Password – 529690. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: Deward, Brew, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer was given by VanderStel.

1. The meeting was called to order at 5:01 p.m. by Supervisor DeWard

2. Interview three candidates for Township Manager Position

- a. Mark Jansen
- b. Kevin Catlin
- c. Dennis Durham

3. Closed Session to discuss interviews

Motioned by Lemke and supported by Osterink to move to closed session to discuss interviews at 6:31 pm.

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

Motioned by Lemke and supported by Haagsma to end closed session at 6:57 pm.

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

4. Question of Conflict of Interest

None

5. Recognition of Individuals and/or Delegations

None

6. Public Hearing – Major Amendment to PUD – Preservation Lakes

Motioned by VanderStel and supported by Haagsma to open the public hearing on Preservation Lakes.

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

Motioned by VanderStel and supported by Osterink to close the public hearing on Preservation Lakes.

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

7. Consent Agenda

Motioned by Haagsma and supported by Fryling to approve the consent agenda including payment of bills for 06/03/2020 through 06/30/2020 in the amount of \$114,787.60.

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

9. Department/Office Reports

A. Clerk

1) Elections – Community room use for training

Motion by Lemke and supported by Haagsma to allow the use of Community Rooms A and B without fees for election training sessions provided the participants wear masks and the rooms be cleaned after the trainings

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

2) Personnel Manual addendum

Motion by Haagsma and supported by Lemke to add to the personnel manual paper timesheet requirements for payroll.

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

B. Planning

1) Professional improvement request

Motioned by Haagsma and supported by VanderStel to approve training sessions for the Zoning Board of Appeals compensating members for their training time.

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

2) Major PUD Amendment for Preservation Lakes

Motioned by Haagsma and supported by Lemke to approve the Preservation Lakes PUD Resolution.

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

3) Final Preliminary Plot for Preservation Lakes Phase 3

Motioned by Lemke and supported by VanderStel to adopt the Ordinance which is an Amendment to the Preservation Lakes PUD to allow four additional single family lots.

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

4) Zoning Ordinance Amendments – Private Streets and Driveways, Section 4.2F, Chapter 22 and Chapter 28

Motioned by Osterink and supported by Fryling to table the Private Streets and Driveways Ordinance to allow the committee to review the language.

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

C. Assessing Department

1) Poverty Exemption Guidelines

Motioned by Lemke and supported by Haagsma to approve the Resolution Adopting Guidelines for Poverty Exemptions to be implemented by the Board of Review.

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

D. Water & Sewer Department

1) Request for utility bill relief – Old Lantern Drive

Motion by Haagsma and supported by Fryling to approve the utility bill reduction for sewer usage in the amount of \$348.47 for the residents of 7095 Old Lantern Drive

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

10. Recognition of Individuals and/or Delegations.

Jason VanderMolen, Community Policing Officer, expressed he was glad to be back after being assigned to other duties by the Sherriff Patrol.

11. Supervisor's Office

A. Amazon Sidewalk Project

Motion by Haagsma and supported by Lemke to put the Amazon Sidewalk project out for re-bid with a possible concrete solution in the Spring of 2021

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

B. Narrow field of candidates for Township Manager

Motioned by Lemke and supported by Haagsma to eliminate candidate C from consideration for the Gaines Charter Township Manager position.

ROLL CALL VOTE: Brew - no, DeWard - yes, Fryling -- no, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - no Motion carried with 4 yes votes and 3 no votes.

C. Cutlerville and Dutton Fire Department COVID grants

Motioned by Lemke and supported by Haagsma to approve "Gaines Charter Township recognizes the services of all employees of the Dutton and Cuttleville Fire Departments to be substantially dedicated to mitigating or responding to the COVID-19 public health emergency".

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

D. Fire Fighter Hazzard Pay

Motioned by Haagsma and supported by Lemke to apply for a grant which would award each fire fighter \$1000 hazzard pay due to the COVID-19 pandemic.

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

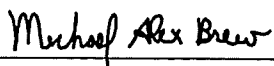
12. Comments & Discussion

None

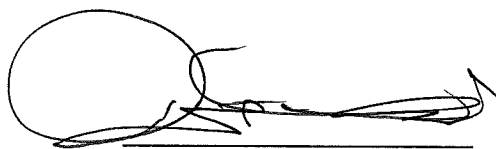
13. Adjournment

Motion by Fryling and supported by Haagsma to adjourn the meeting at 8:27 p.m.

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



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
July 27, 2020**

Present: Deward, Brew, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer and the Pledge of Allegiance was led by DeWard.

1. The meeting was called to order at 5:03 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None

3. Approval of Agenda

Motioned by Haagsma and supported by Fryling to approve the agenda.

VOICE VOTE: All Ayes. Motion carried.

4. Final Interview two candidates for Township Manager Position

a. Mark Jansen

b. Kevin Catlin

5. Closed Session to discuss interviews

Motioned by Osterink and supported by VanderStel to move to closed session to discuss interviews at 6:30 pm.

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

Motioned by Haagsma and supported by Lemke to end closed session at 7:18 pm.

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

6. Recognition of Individuals and/or Delegations

Peter Meijer – Congressional Candidate addressed the board

Shirley Bruursema addressed the board acknowledging regret that the Heritage Festival would not be able to be held due to logistical problems with social distancing and timing. She also acknowledged Crystal Osterink for her many years of service to the township.

7. Supervisor's Office

A. Purchase of Property at 3076 68th Street

Motion by Lemke and supported by Fryling to purchase the parcel at 3076 68th Street with the condition that the parcel must be purchased immediately by the adjacent homeowner who will pay all costs

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

B. Selection of candidate for Township Manager position

Motioned by Fryling and supported by Haagsma to hire Mark Jansen for the Gaines Charter Township Manager position.

ROLL CALL VOTE: Lemke - yes, Osterink - yes, VanderStel - yes, Brew - no, DeWard - no, Fryling – yes, Haagsma - yes Motion carried with 5 yes votes and 2 no votes.

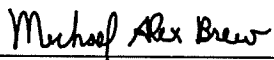
8. Comments & Discussion

None

9. Adjournment

Motion by Haagsma and supported by VanderStel to adjourn the meeting at 8:29 p.m.

VOICE VOTE: All Ayes. Motion carried.



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
August 10, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting #864-8164-7343 – Password – 183380. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: DeWard, Brew, Lemke, Haagsma, VanderStel, Fryling
Absent: Osterink with notice

Opening prayer was given by Chief Paul Sheely.

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

2. Approval of the Agenda with Kathy VanderStel property as an action item

Motioned by Lemke and supported by Haagsma to approve the amended agenda.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling -- yes, Haagsma - yes, Lemke - yes, VanderStel - yes Motion carried.

3. Question of Conflict of Interest

Kathy VanderStel when Gannon School Center is presented to the board

4. Recognition of Individuals and/or Delegations

Chief Paul Sheely wanted to publicly acknowledge and thank Superior Asphalt for sealing the Dutton Fire Department parking lot for no cost.

5. Public Hearing – Major Amendment to PUD – Loan Oak

Motioned by Fryling and supported by Lemke to open the public hearing on Lone Oaks PUD major amendment.

ROLL CALL VOTE: DeWard - yes, Fryling -- yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew - yes Motion carried.

Motioned by Haagsma and supported by VanderStel to close the public hearing on Loan Oak PUD.

ROLL CALL VOTE: Fryling -- yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew -- yes, DeWard -- yes Motion carried.

6. Public Hearing – Rezone Property – 2451 76th Street

Motioned by VanderStel and supported by Haagsma to open the public hearing on rezoning the property at 2451 76th Street.

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, VanderStel - yes, Brew -- yes, DeWard -- yes, Fryling -- yes Motion carried.

Motioned by Lemke and supported by VanderStel to close the public hearing on rezoning the property at 2451 76th Street.

ROLL CALL VOTE: Lemke - yes, VanderStel - yes, Brew -- yes, DeWard - yes, Fryling - yes, Haagsma - yes Motion carried.

7. Consent Agenda

Motioned by Lemke and supported by Haagsma to approve the consent agenda including payment of bills for 07/03/2020 through 07/30/2020 in the amount of \$266,826.46.

ROLL CALL VOTE: VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes Motion carried.

8. Department/Office Reports

A. Clerk

1) Elections – \$50.00 COVID-19 Hazard Pay

Motion by Haagsma and supported by Lemke to pay election workers a \$50.00 hazard pay stipend as other communities are doing

ROLL CALL VOTE: VanderStel - yes, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes Motion carried.

B. Planning

1) Lone Oak PUD amendment

Motioned by Haagsma and supported by Lemke to approve the Lone Oak PUD Major Amendment.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling -- yes, Haagsma - yes, Lemke - yes, VanderStel - yes Motion carried.

2) Rezone Property – 2451 76th Street

Motioned by Fryling and supported by Lemke to table the rezoning resolution due to citizens not able to participate in the Zoom meeting.

ROLL CALL VOTE: DeWard - yes, Fryling -- yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew - yes Motion carried.

C. Treasurer's Department

Motioned by VanderStel and supported by Haagsma to accept the Treasurer's report as presented.

ROLL CALL VOTE: Fryling -- yes, Haagsma - yes, Lemke - yes, VanderStel - yes, Brew - yes, DeWard - yes Motion carried.

D. Water & Sewer Department

1) Request for payment plan at 1499 84th Street

Motion by Haagsma and supported by Lemke to approve the payment plan for 1499 84th Street for the connection fee for sewer at 3.5% for 10 years

ROLL CALL VOTE: Haagsma - yes, Lemke - yes, VanderStel - yes, Brew -- yes, DeWard -- yes, Fryling -- yes Motion carried.

E. Building Department

1) Professional Development Request

Motion by Lemke and supported by Fryling to approve the Code Officials Conference of Michigan conference for John Stuyfzand toward professional development

ROLL CALL VOTE: Lemke - yes, VanderStel - yes, Brew -- yes, DeWard - yes, Fryling - yes, Haagsma - yes Motion carried.

F. Parks Committee

1) Gannon School Center

Motion by Brew and supported by Haagsma to approve Requests For Proposals not to exceed \$5,000 to site plan Prairie Wolf Park to include the Gannon School Center

ROLL CALL VOTE: VanderStel - Recused herself, Brew - yes, DeWard -- yes, Fryling -- yes, Haagsma - yes, Lemke - yes Motion carried.

9. Supervisor's Office

A. Streetlight Installation

Motion by Haagsma and supported by Fryling to amend the Harmon Farms PUD to install a streetlight

ROLL CALL VOTE: VanderStel - yes, Brew - yes, DeWard -- yes, Fryling -- yes, Haagsma - yes, Lemke - yes Motion carried.

10. Comments & Discussion

None

13. Adjournment

Motion by Lemke and supported by Haagsma to adjourn the meeting at 8:20 p.m.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, VanderStel -- yes Motion carried.

Michael Alex Brew

Michael Brew, Clerk

Robert DeWard

Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
September 14, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting #846-2774-5615 – Password – 897226. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: Deward, Brew, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer was given by Osterink.

1. Question of Conflict of Interest

VanderStel will have a conflict of interest with the Gannon Schoolhouse. She will be able to speak from the audience as a citizen of Gaines Township.

2. Approve the Agenda

Motioned by Haagsma and supported by VanderStel to approve the agenda as printed.

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

3. Recognition of Individuals and/or Delegations

None

4. Public Hearing – Rezone Property – 2451 76th Street – Alexander Trails

Motioned by Osterink and supported by Haagsma to open the public hearing on 2451 76th Street.

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

Leon Pratt, 2490 Crystal Meadows, commented that the Plaster Creek divides between Kentwood Public School district and the Caledonia Public School district. His desire is the proposed traffic bridge over Plaster Creek be eliminated as the busses do not need it to access the neighborhood.

Michael Illikainen, 2840 76th Street SE, in addition to the letter in the board packet, spoke about the condition of 76th street. He also noted that the proposed PUD does not meet Gaines Township Master Plan. He noted that existing residents to the north and the south of the proposed PUD are not being considered pertaining to housing density.

Gary VanderStel, 2045 76th Street SE, in addition to the letter in the board packet, spoke about the condition of 76th street as compared to 60th, 68th, and 8th streets which have been improved in recent years. He spoke of the hills, limited sight distances, narrow nature of the road, and the lack of proper

shoulders. He also commented on the lot width being well below the 80' widths which were a point of contention when Crystal Springs PUD was approved.

Motioned by Fryling and supported by Osterink to close the public hearing on 2451 76th Street.

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

5. Public Hearing – Private Streets Ordinance

Motioned by Haagsma and supported by VanderStel to open the public hearing on the Private Street Ordinance.

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

None

Motioned by Lemke and supported by Osterink to close the public hearing on the Private Street Ordinance.

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

6. Public Hearing – Major PUD Amendment - 7115 Kalamazoo Avenue

Motioned by Haagsma and supported by VanderStel to open the public hearing on Major PUD Amendment – 7115 Kalamazoo Avenue.

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

None

Motioned by VanderStel and supported by Haagsma to close the public hearing on Major PUD Amendment – 7115 Kalamazoo Avenue.

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

7. Consent Agenda

Motioned by VanderStel and supported by Haagsma to approve the consent agenda including payment of bills for 08/01/2020 through 08/27/2020 in the amount of \$445,141.33.

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

8. Department/Office Reports

A. Clerk

1) Elections Adjudication Software

Motion by Haagsma and supported by Osterink to purchase Election Adjudication Software and computer equipment contingent on securing a grant for half of the \$10,343.00 cost.

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

B. Planning

1) Rezone property – 2451 76th Street

Motioned by Haagsma and supported by DeWard to the resolution and the ordinance for 2451 76th PUD creation.

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

2) Private Streets Ordinance

Motioned by Haagsma and supported by VanderStel to approve the Private Streets Ordinance.

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

3) Major PUD Amendment – 7115 Kalamazoo Avenue

Motioned by Lemke and supported by Haagsma to adopt the Major PUD Amendment for 7115 Kalamazoo Avenue expansion of existing building.

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

C. Treasurer's Department

1) BCTV update

9. Recognition of Individuals and/or Delegations.

None

10. Supervisor's Office

A. KEP Technologies (ACD.net) license agreement

Motion by Lemke and supported by VanderStel to approve renewing the KEP Technologies (ACD.net) license agreement

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

B. Gannon School

Kathy VanderStel stepped aside due to conflict of interest. She is able to be part of the discussion as a citizen

Motioned by Lemke and supported by Haagsma to move forward with the Gannon School Project

Gaines Township Board Minutes
September 14, 2020

ROLL CALL VOTE: VanderStel - Did not vote, Brew - yes, DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes Motion carried.

Motioned by Lemke and supported by Haagsma to open bids not to exceed \$5,000 in cost to make preliminary drawings of the Gannon School foundation and educational center addition

ROLL CALL VOTE: DeWard - yes, Fryling - yes, Haagsma - yes, Lemke - yes, Osterink - yes, VanderStel - Did not vote, Brew - yes Motion carried.

VanderStel re-joined as Trustee at 9:04 pm

C. Service Recognition – Sandy Wiltzer, 01/30/2012 – 04/26/2020, Building Department, Planning Commission Secretary, and Zoning Board of Appeals Secretary

Motioned by Haagsma and supported by Lemke to recognize Sandy Wiltzer's years of service to Gaines Charter Township

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

D. Service Recognition – Matthew Wood, 09/08/2015 – 07/30/2020, Paid on Call, Cutlerville Station

Motioned by Lemke and supported by Haagsma to recognize Matthew Wood's years of service to Gaines Charter Township

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

E. Service Recognition – Shain Bush, 09/20/2018 – 06/01/2020, Paid on Call, Cutlerville Station

Motioned by Lemke and supported by Fryling to recognize Shain Bush's years of service to Gaines Charter Township

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

F. Service Recognition – Geoff Evans, 09/12/2017 – 06/30/2020, Part-Time, Cutlerville Station, Dutton Station

Motioned by Lemke and supported by Haagsma to recognize Geoff Evans' years of service to Gaines Charter Township

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

G. Service Recognition – Travis Gregg, 05/02/2016 – 07/30/2020, Paid on Call and Part-Time, Cutlerville Station, Dutton Station

Motioned by Lemke and supported by Fryling to recognize Travis Gregg's years of service to Gaines Charter Township

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

H. Service Recognition – Grant Jelsema, 06/01/2020 – 05/30/2020, Paid on Call, Dutton Station

Motioned by Lemke and supported by Haagsma to recognize Grant Jelsema's years of service to Gaines Charter Township

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

I. Hiring of four firefighters for Dutton Department

Motioned by Haagsma and supported by Lemke to hire Alex Blehm, Brent Cummings, Stephen Downing, Mike Trenshaw for the Dutton Department.

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

J. Hiring of four firefighters for Cutlerville Department

Motioned by Lemke and supported by Haagsma to hire Ryan Ford, Dan Pratt, Andrew Fittis, Dorian Oestreich for the Cutlerville Department.

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

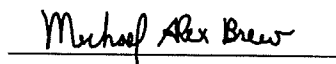
12. Comments & Discussion

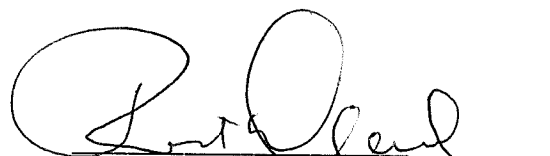
Jason VanderMolen, township Community Policing Officer, spoke of the new format for National night out on October 6, 2020 from 5:30 pm to 7:30 pm. It will be a drive through event where people stay in their cars. Many emergency service departments will have a presence although some will only be present for part of the event.

13. Adjournment

Motion by Haagsma and supported by Lemke to adjourn the meeting at 9:26 p.m.

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


Michael Brew, Clerk


Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE JOINT MEETING WITH BYRON TOWNSHIP
October 12, 2020**

Present: DeWard, Brew, Lemke, Fryling, VanderStel, Osterink
Absent with notice: Haagsma, Jansan

Opening prayer was given by DeWard 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.

3. Proposed Agenda

VOICE VOTE: All Ayes.

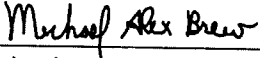
4. Cutlerville Fire Department Budget

VOICE VOTE: All Ayes.

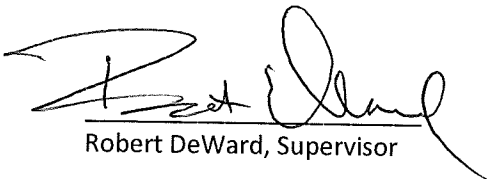
5. CoVID Grant Relief Fund

6. Adjournment at 8:03 pm

VOICE VOTE: All Ayes.



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
September 28, 2020**

Present: Deward, Brew, Lemke, Haagsma, VanderStel, Osterink, Fryling
Absent: None

Opening prayer was given by DeWard.

1. Meeting called to order at 7:05 by Supervisor DeWard

2. Question of Conflict of Interest

None

2. Approve the Agenda

Motioned by Osterink and supported by Haagsma to approve the agenda with the addition of 3 Assessing Department trainings.

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

3. Recognition of Individuals and/or Delegations

None

4. Resignation of the Assistant Assessor

Motioned by Haagsma and supported by VanderStel to accept the termination of the Assistant Assessor and the Separation Agreement as outlined by the Supervisor.

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

5. Assessing Office – Professional Development Requests

Motioned by Haagsma and supported by Osterink to accept three Professional Development Requests.

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

6. First draft 2021 Projected Budget

7. Adjournment

Motioned by Haagsma and supported by VanderStel to adjourn.

VOICE VOTE: All Ayes. Meeting Adjourned at 10:06 pm.

Michael Alex Brew
Michael Brew, Clerk

Robert DeWard
Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
October 12, 2020**

Present: DeWard, Brew, Lemke, Fryling, VanderStel, Osterink
Absent with notice: Haagsma, Jansan

Opening prayer was given by VanderStel and the Pledge of Allegiance was recited

1. The meeting was called to order at 5:10 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None.

3. Proposed Agenda

Motioned by VanderStel and supported by Fryling to approve the agenda.

ROLL CALL VOTE: Brew- yes, DeWard- yes, Fryling- yes, Lemke- yes, Osterink- yes, VanderStel- yes
Motion carried.

4. Recognition of Individuals and/or Delegations.

Kristin Kent, Celebration Banquet L.L.C., requested a change in the Liquor License to allow alcohol through-out the building including the theatre auditoriums. She presented comparisons of other properties.

5. Consent Agenda

Osterink requested more information pertaining to the service awards be included in the September 14, 2020 minutes.

Brew made the board aware of the request to change the wording of the resignation motion for deputy assessor in the September 20, 2020 minutes.

Motioned by Lemke and supported by Osterink to approve the consent agenda minus the minutes for September 14, 2020 and September 20, 2020 but including payment of bills for 09/01/2020 through 09/29/2020 in the amount of \$221,005.38.

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

6. Department/Office Reports

A. Planning Department

1) Final Plot Approval – Preservation Lakes – Phase Three

Motioned by VanderStel and supported by Lemke to approve Preservation Lakes Phase Three final plot approval.

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

2) Final Plot Approval – Explorer Estates

DeWard noted these are home built by Kentwood High School students as part of construction classes.

Motion by VanderStel and seconded by Fryling to approve Explorer Estates final plot approval.

ROLL CALL VOTE: Lemke - yes, Osterink - yes, VanderStel - yes, Brew - yes, DeWard - yes, Fryling- yes Motion carried.

7. Recognition of individuals and/or delegations

- No one wished to comment

8. Supervisor's Office

A. Rental of Community Rooms

Motioned by Osterink and supported by VanderStel to discontinue rental of the community rooms excluding community events for the year 2021 and to investigate fee structure for renting the facilities.

ROLL CALL VOTE: Lemke – yes, Osterink – yes, VanderStel – yes, Brew - yes, DeWard - yes, Fryling – yes Motion carried

B. 60th Street sidewalk project

Motioned by Fryling and supported by Lemke to award the 60th Street sidewalk project to Anlaan Corporation using Community Development Block Grant funds.

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

C. Loeks Theatres Liquor License expansion

Motioned by VanderStel and supported by Lemke to refer the Loeks Theatres Liquor License expansion to the Liquor Control Committee for a recommendation to the Township Board at the November 2020 meeting.

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

1) Resolution Affirming Actions taken during virtual meetings

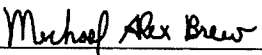
Motioned by VanderStel and supported by Osterink to approve the Resolution affirming decisions made by the Board of Trustees during the virtual Township Board of Trustee Meetings.

ROLL CALL VOTE: Brew - yes, DeWard - yes, Fryling - yes, Lemke - yes, Osterink - yes, VanderStel - yes Motion carried.

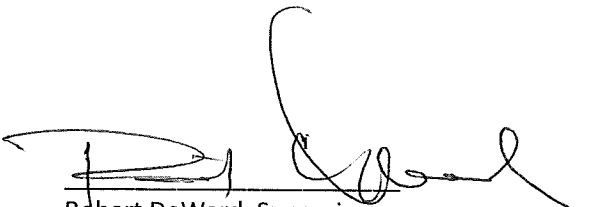
9. Adjournment

Motion by VanderStel and supported by Fryling to adjourn the meeting at 6:13 p.m.

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



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
October 26, 2020**

Present: Supervisor DeWard, Clerk Brew, Treasurer Lemke, Trustees Fryling, Haagsma, Osterink, VanderStel

Absent with notice: None

1. The meeting was called to order at 7:00 p.m. by Supervisor DeWard reading II Chronicles 7:14

2. Question of Conflict of Interest

None.

3. Proposed Agenda

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

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

4. Recognition of Individuals and/or Delegations

None

5. Department / Office Reports

A. Clerk

a. Change date of payroll

Motion by Lemke and supported by Fryling to approve changing the day of payroll from Tuesday to Thursday.

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

B. Treasurer's Department

a. Professional Development Request

Motion by VanderStel and supported by Fryling to accept the Professional Development for Laurie Lemke to attend the 2020 Advanced Institute.

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

6. Recognition of Individuals and/or Delegations

None

7. Supervisor's Office

Gaines Township Board Minutes
October 26, 2020

A. Appropriation of Grant Funds

Motion by Osterink and supported by VanderStel to table and revamp the COVID monies grant list and to form a sub-committee comprising of the Supervisor and Clerk.

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

B. 2021 Budget Public Hearing

Motion by Lemke and supported by Haagsma to set the 2021 Budget Public Hearing for November 9, 2020.

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

C. Adopt MIOSHA Preparedness Plan

Motion by Fryling and supported by Haagsma to adopt the MIOSHA Preparedness Plan.

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

D. Personnel Matter – Assistant Assessor

Motion by Haagsma and supported by VanderStel to hire James Zenes as Assistant Planner.

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

E. Personnel Matter – Township Manager

Motion by Lemke and supported by Haagsma to enter closed session at 7:54 pm.

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

Motion by Lemke and supported by Osterink to enter open session at 8:48 pm.

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

8. Comments & Discussion

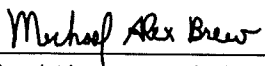
Gaines Liquor Control Commission met pertaining to the request from Celebration Cinema. Further information has been requested from Celebration Cinema in regards to their request. That information has not been obtained.

9. Adjournment

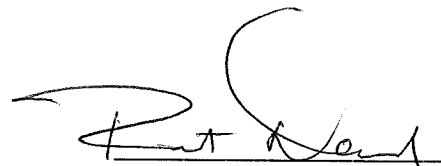
Motion by Haagsma and supported by VanderStel to adjourn the meeting at 9:57 p.m.

VOICE VOTE: All Ayes:

Meeting adjourned.



Michael Alex Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
November 09, 2020**

Present: DeWard, Brew, Lemke, Haagsma, Fryling, VanderStel, Osterink
Absent with notice: Jansan

Opening prayer was given by Lemke 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.

3. Proposed Agenda

Motioned by Lemke and supported by Haagsma to approve the agenda with changes to the Planning Department section from Explorer Estate Final Plot Approval to Rezone from R-14 to R-10 for 2410 68th Street.

VOICE VOTE: All Ayes: Motion carried.

4. Recognition of Individuals and/or Delegations.

Motioned by Haagsma and supported by Lemke to open the public hearing on the 2021 Proposed Budget.

VOICE VOTE: All Ayes: Motion carried.

No public spoke at the public hearing.

Motioned by Haagsma and supported by Fryling to close the public hearing on the 2021 Proposed Budget.

VOICE VOTE: All Ayes: Motion carried.

Rick Chapla and Dar Baas, Sustainable Business Park, spoke of partnership with Byron Gaines Utility Authority as an Allegan County customer. Sustainable Business Park is attracting businesses that convert waste into usable products rather than burring in the landfill.

5. Consent Agenda

Motioned by Haagsma and supported by Lemke to approve the consent agenda including the minutes for September 14, 2020, September 28, 2020, October 12, 2020, and October 26, 2020, the Building Department October 2020 Revenue Report, and payment of bills for 10/02/2020 through 10/27/2020 in the amount of \$266,888.21.

VOICE VOTE: All Ayes: Motion carried.

6. Department/Office Reports

A. Planning Department

1) Zoning Ordinance Amendments – Set back averaging language

The board considered this a first reading and took no formal action.

2) Rezone request from R-14 to R-10 for 2410 68th Street

The board considered this a first reading and took no formal action.

B. Treasurer's Department

a. 3rd Quarter Financial Report

Motion by Haagsma and supported by Osterink to accept the 3rd Quarter Financial Report.

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

7. Recognition of individuals and/or delegations

- a. Mike Vos read to the board a tribute to James R. "Jimmy" Dykstra which read:

From a very early age, Jimmy Dykstra has been a familiar face around the Cutlerville Fire Department. When he was about two years old, Jimmy's father, Jim Dykstra, began nearly a 30 year term of service with the department. Through the years, whenever the fire department was called, the monitor would sound and the fire house siren would sound, one thing was for sure - it wouldn't be long and you would see Jimmy arriving at the fire station or at the fire scene. Many within the Cutlerville community are sure to remember seeing Jimmy as he made his way around town, in the earlier years on his bike and for the last number of years on his moped.

Anyone close to Jimmy surely knows of his great love for the Cutlerville Fire Department. He faithfully monitored the fire frequencies and proudly displayed the Cutlerville Fire Department emblems and stickers on his moped and his helmet. Through the years many things within the department have changed. When Jimmy first stepped foot in the fire station, it was a small two stall building and today has grown into a large facility complete with living quarters. Numerous pieces of fire apparatus have come and gone. Many members have served their community for various amounts of time, some for longer periods; some for shorter. One thing never changed - Jimmy was a fixture around the station he's been a regular around there for roughly 60 years! This means that Jimmy has been around the station for a longer period of time than any past or present member of the department. Jimmy never grew tired of listening to the calls come in. You could always count on seeing Jimmy drive in on his moped to visit with his firemen friends or to sit and watch them as they trained or as they worked at a scene. Many will remember Jimmy proudly participating in the annual Cutlerville Day Parade dressed up as "Smokey the Bear", something he loved to do, even when it was hotter than blazes inside that suit. Everyone who has had the privilege of serving as a Cutlerville firefighter has had the privilege of knowing Jimmy. He was a loyal, dedicated friend, who was always there.

On Wednesday, November 4, the Cutlerville Fire Department was called to an accident involving a moped. We were shocked and deeply saddened to arrive and find it was Jimmy who was involved. In those troubling moments, we hope that Jimmy received at least a degree of comfort

when he saw the familiar faces and heard the familiar voices of some of his friends from the Cutlerville Fire Department as we sought to provide him with the care he needed. While we sincerely wish this accident had never happened, how appropriate it was that Jimmy was surrounded by some members of his beloved Cutlerville Fire Department before being rushed off to the hospital.

Many hoped and prayed for Jimmy's complete recovery, but the Lord had other plans. On Saturday, November 7, after all life sustaining efforts had been exhausted, Jimmy heard his final call when the Lord called him to his eternal heavenly home.

Jimmy - we will miss you! Thank you for your life long dedication to the Cutlerville Fire Department. You will never be forgotten!

Cutlerville Fire Department made "Jimmie" the first honorary fire fighter

- b. Jason VanderMolen reviewed his submitted report

8. Supervisor's Office

A. 2021 Rapid Contract

Motioned by Haagsma and supported by Lemke to accept the 2021 Rapid Contract projected at \$54,934.60 for January – December 2021

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

B. Resolution in Appreciation of Service – Robin Haaksma – Payroll Clerk and Deputy Clerk – February 2017 – November 2020

Motioned by Haagsma and supported by Brew to recognize Robin Haaksma's service to Gaines Charter Township.

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

C. Resolution approving the Clerk's salary at \$61,200 for 2021

Motioned by VanderStel and supported by Haagsma to set the Clerk's salary at \$61,200 for 2021.

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

D. Resolution approving the Treasurer's salary at \$75,480 for 2021

Motioned by VanderStel and supported by Fryling to set the Treasurer's salary at \$75,480 for 2021.

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

E. Resolution approving the Supervisor's salary at \$56,612 for 2021

Motioned by VanderStel and supported by Haagsma to set the Supervisor's salary at \$56,612 for 2021.

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

F. Resolution to exempt the Township from the Requirements of Public Act 152 of 2011

Motioned by Haagsma and supported by Lemke to exempt the Township from the Requirements of Public Act 152 of 2011.

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

G. Renewal of Metro Act Agreement with Verizon

Motioned by Osterink and supported by Fryling to renew the Metro Act Agreement with Verizon.

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

H. Approval of 2021 meeting per diems

Motioned by Lemke and supported by Haagsma to approve the 2021 meeting per diems.

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

I. Use grant funds received from Kent County toward the purchase of a fire engine

Motioned by Haagsma and supported by Lemke to use \$140,000 from the Kent County COVID grant and \$182,500 from Capital Expenditures toward the purchase of a fire engine for the Cutlerville Fire Station matching Byron Township.

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

J. Trustee Portal on the Township web site

Motioned by Haagsma and supported by Brew to create a Trustee Portal for sensitive board information.

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

K. Adopt Appropriations Act for 2021

Motioned by VanderStel and supported by Osterink to adopt the Appropriations Act for 2021.

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

L. Personnel Committee Matter

Motioned by Lemke and supported by VanderStel to enter closed session to discuss a personnel committee matter at 8:42 pm.

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

Motioned by Haagsma and supported by Fryling to enter open session at 9:07 pm.

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

Motioned by Haagsma and supported by Fryling to accept Township Attorney Cliff Bloom's recommendation pertaining to the personnel matter.

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

9. Adjournment

Motion by Osterink and supported by VanderStel to adjourn the meeting at 9:21 p.m.

VOICE VOTE: All Ayes: Motion carried.



Michael Brew, Clerk



Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE SPECIAL MEETING
December 2, 2019**

Present: Fryling, Osterink, Burnside, DeWard, Lemke, Haagsma, VanderStel
Absent with notice: None

1. The meeting was called to order at 5:10 p.m. by Supervisor DeWard

2. **Question of Conflict of Interest** - None.

3. Proposed Agenda

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

VOICE VOTE – All Ayes. Motion carried.

4. Recognition of Individuals and/or Delegations

No one wished to speak.

5. Supervisor's Office

1) Office of the Township Clerk

Motion by Haagsma and supported by VanderStel to move the discussion regarding the Clerk's office back to the table.

VOICE VOTE – All Ayes. Motion carried.

Motion by Haagsma and supported by VanderStel to make the elected Clerk a part time position, with compensation of \$35,000 per year, and expected office hours of 20 hours per week.

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

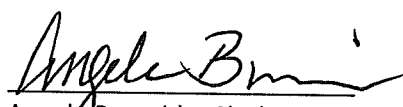
6. **Comments & Discussion** - None.

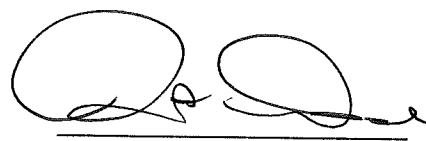
7. Adjournment

Motion by Haagsma and supported by Lemke to adjourn the meeting at 7:17 p.m.

VOICE VOTE – All Ayes. Meeting adjourned.

MINUTES APPROVED: December 9, 2019


Angela Burnside, Clerk


Robert DeWard, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR MEETING
December 14, 2020**

The meeting was held as a virtual meeting via Zoom – Meeting # 833 5335 8358 – Password – 054886. Public who attended the meeting obtained meeting information and password by sending a request to info@gainestownship.org on the day of the meeting.

Present: DeWard from home, Brew from 8555 Kalamazoo Avenue, Lemke from home, Fryling from 8555 Kalamazoo Avenue, Haagsma from home, Terpstra from home, VanderStel from home, Dan Wells from home

Absent with notice: Jansen

Opening prayer was given by Haagsma

1. The meeting was called to order at 7:01 p.m. by Supervisor DeWard

2. Question of Conflict of Interest

None.

3. Proposed Agenda

Motioned by VanderStel and supported by Fryling to approve the agenda.

ROLL CALL VOTE: Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra-yes, VanderStel — yes Motion carried.

4. Recognition of Individuals and/or Delegations.

Birgit Klohs spoke from home and Brad Comments spoke from home representing the Right Place.

5. Consent Agenda

Motioned by Haagsma and supported by VanderStel to approve the consent agenda.

ROLL CALL VOTE: DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes, Brew — yes Motion carried.

6. Department/Office Reports

A. Clerk's Office

1) Assessing Department Budget Amendment

Motioned by Haagsma and supported by VanderStel to amend the 2020 Assessing Budget by \$5,000.00.

ROLL CALL VOTE: Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes, Brew — yes, DeWard — yes Motion carried.

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2) Cutlerville Fire Department Budget Amendment

Motioned by VanderStel and supported by Haagsma to amend the 2020 Cutlerville Fire Department Budget by \$50,000.00.

ROLL CALL VOTE: Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes, Brew — yes, DeWard — yes, Fryling — yes Motion carried..

3) Elections Budget Amendment

Motioned by VanderStel and supported by Haagsma to amend the 2020 Elections Budget by \$40,000.00.

ROLL CALL VOTE: Lemke — yes, Terpstra- yes, VanderStel — yes, Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes Motion carried.

4) Hydrant Rental Budget Amendment

Motioned by VanderStel and supported by Terpstra to amend the 2020 Hydrant Rental Budget by \$80.00.

ROLL CALL VOTE: Terpstra- yes, VanderStel — yes, Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes Motion carried

5) Supervisor Budget Amendment

Motioned by VanderStel and supported by Fryling to amend the 2020 Supervisor Budget by \$5,000.00.

ROLL CALL VOTE: VanderStel — yes, Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes Motion carried

B. Planning Department

a. Clover PUD Rezoning

Motion by Lemke and supported by VanderStel to remove the Clover PUD from the table

ROLL CALL VOTE: Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes Motion carried.

b. Clover PUD Rezoning – 2nd Read

Rebecca Holmes spoke from her Ann Arbor home.

Motion by Haagsma and supported by VanderStel to approve the Clover Senior Housing PUD resolution publication language.

ROLL CALL VOTE: DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes, Brew — yes Motion carried.

C. Assessing Department

1) Grand Mobile Village Refund

Motioned by Haagsma and supported by VanderStel to approve the refund of \$39,952.34 for both water and sewer fees that were overcharged for the past 10 years.

ROLL CALL VOTE: Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes, Brew — yes, DeWard — yes Motion carried.

2) Resolution to establish water supply and sewer rates and charges

Motioned by Haagsma and supported by Terpstra to accept the resolution establishing water supply and sewer rates and charges.

ROLL CALL VOTE: Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes, Brew — yes, DeWard — yes, Fryling — yes Motion carried.

Terpstra lost internet connection and briefly left the Zoom meeting.

3) 2586 60th Street water connection fee payment plan

Motioned by Haagsma and supported by Lemke to accept the water connection fee payment plan for 2586 60th Street Southeast.

ROLL CALL VOTE: Lemke — yes, VanderStel — yes, Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes Motion carried

7. Recognition of individuals and/or delegations

Jason VanderMolen, Kent County Sheriff Community Policing Officer, reported a successful Shop With A Sheriff event at the Gaines Marketplace Meijer which included citizens donating over \$1,000 during the event to allow more buying power for the kids. He also noted that Pine Rest calls have dropped significantly due to the Cedar unit being closed.

8. Supervisor's Office

A. 2021 Meeting Schedule

Motioned by Lemke and supported by VanderStel to approve the 2021 Meeting Schedule calendar

ROLL CALL VOTE: Terpstra- yes, VanderStel — yes, Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes Motion carried.

B. Winter 5k race

Motioned by Fryling and supported by Lemke to allow a Winter 5k race.

ROLL CALL VOTE: VanderStel — yes, Brew — yes, DeWard — no, Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes Motion carried.

9. Adjournment

Motion by Fryling and supported by VanderStel to adjourn the meeting at 8:55 p.m.

ROLL CALL VOTE: Brew — yes, DeWard — yes, Fryling — yes, Haagsma — yes, Lemke — yes, Terpstra- yes, VanderStel — yes Motion carried.

Michael Brew, Clerk

Robert DeWard, Supervisor

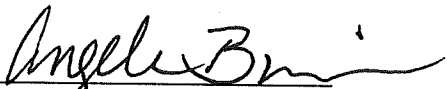
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10. Adjournment

Motion by Burnside and supported by VanderStel to adjourn the meeting at 8:27 p.m.

VOICE VOTE: All Ayes. Meeting adjourned.

APPROVED: January 13, 2020


Angela Burnside, Clerk


Robert DeWard, Supervisor