

GAINES CHARTER

TOWNSHIP

Board of Trustees Meeting
8555 Kalamazoo Ave., SE
Caledonia, MI 49316
Township Board Room
Monday, May 12, 2025 ~ Time: 6:00 PM

1. **Opening Prayer ~ Laurie Lemke, Treasurer**
2. **Pledge of Allegiance**
3. **Call to Order and Attendance ~**
4. **Declaration of Conflict of Interest**
5. **Review of Consent Agenda ~ *items must be removed from the consent agenda in order to be discussed***
6. **Approval of Agenda**
7. **Communications ~ Informational items ~ *letters, reports, updates, etc.***
 - a. Building Department April 2025 Revenue Report
[Bldg Dept Revenue Summary \(pg 1\) April 2025.pdf](#)
 - b. April 2025 - Community Policing Officers Report
[KCSO Township Montly for April 2025.pdf](#)
 - c. Gaines Charter Township Fire Department April 2025 Run Report
[2025_05_8_April 2025 GTFD Report.pdf](#)
 - d. Parks & Trails Committee April 16, 2025 Meeting Minutes
[Parks & Trails Draft Minutes April 16 2025.pdf](#)
 - e. Division Avenue Corridor Improvement Authority Draft Meeting Minutes
[04_10_2025 DRAFT DACIA DRAFT meeting minutes.pdf](#)
8. **Scheduled Speakers**
 - a. Swearing in of POC and Part-time Firefighters
9. **Public Comments - *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)***
10. **Public Hearings - NONE**
11. **Consent Agenda**
 - a. April 14, 2025 Township Board Meeting Draft Minutes

[Draft Minutes 04-14-2025.pdf](#)

- b. April 28, 2025 Township Board Meeting Draft Minutes
[Draft Minutes 04_28_2025.pdf](#)

- c. Treasurer's March 2025 Financial Report
[TreasurersFinancial Report.pdf](#)

- d. April 2025 Check Registers

April 2025 General Ledger (101) Check Register	\$118,693.52
April 2025 Public Safety (205) Check Register	\$ 34,874.96
April 2025 Building Department (549) Check Register	\$ 23,171.00
April 2025 Water & Sewer (590&591) Check Register	\$584,415.04

TOTAL \$761,154.52

[101 General Fund April 2025 Check Register.pdf](#)
[205 Public Safety April 2025 Check Register.pdf](#)
[549 Building April 2025 Check Register.pdf](#)
[Water & Sewer April 2025 check register.pdf](#)

12. New Business

- a. Authentix Land Dedication ~ Discussion Only
Authentix Land Dedication For Park
[Authentix Land Dedication for Park - Board Packet \(004\).pdf](#)
- b. Planning and Zoning Fee Schedule
[PZ 2025 Fee Schedule-Board Packet \(002\).pdf](#)
[Resolution to adopt new PZ fee schedule.pdf](#)
- c. Termination of Fire and Rescue Services Agreement
[Memo - Fire and Rescue Services Termination Agreement.pdf](#)
[Byron Township Fire Service Termination Letter.pdf](#)
- d. Professional Health Services, Inc. - Gaines Charter Township Fire Department
[Memo - Professional Health Services, Inc. Physicals for Firefighters.pdf](#)
[Professional Health Services, Inc. Firefighter Physicals.pdf](#)
- e. EMS Continuing Education Training and Services
[Memo - BDI Contract for EMS CE Training.pdf](#)
[BDI Contract for EMS CE Training.pdf](#)
- f. Blain Cemetery ~ Clean Up and Hydroseeding
[Memo - Blain Cemetery Hydroseeding.pdf](#)
[Professional - Blain Cemetery quote \(1\).pdf](#)
[HK Landscaping Estimate.pdf](#)
- g. Resolution - Parks and Trails Support of Development of a Parks and

Grounds/Public Works Department
[Resolution Supporting Parks and Trails-Public Works Department.pdf](#)

- h. Emmons Lake Drain Assessment
[Memo-Emmons Lake Drain.pdf](#)
[Emmons Lake Drain Assessment.pdf](#)
- i. Request for Fireworks Display - Crystal Springs
[Cyrstal Springs request for fireworks display.pdf](#)
[CrystalSpringsFWDisplayApplicationForms.pdf](#)
- j. Karin's Horse Connection special Events Permit Request
[Karin's Horse Connection Special Events Permit Request.pdf](#)
[Documents for Karins Horse Connection Hears and Hooves pdf.pdf](#)
- k. Little Firecracker Parade - Road Closure Request
[Road Closure Request - Little Firecracker Parade.pdf](#)
[Little Firecracker parade route.pdf](#)
- l. Vision/Mission Statement
New initiative timeline summary
[Memo to Board.pdf](#)
[WHICH INSPIRES YOU.pdf](#)
[1 Branding.pdf](#)
[2 Affordable Housing.pdf](#)
[3 Parks Grounds Department.pdf](#)
[4 Additional Parks and Trails.pdf](#)
[5 Prairie Wolf Park.pdf](#)
[6 public safety.pdf](#)
[7 library.pdf](#)

13. **Public Comments** ~ *On any topic (comments limited to 3 minutes per speaker)*

14. **Manager's Comments**

15. **Supervisors Comments**

16. **Trustee Comments**

17. **Adjournment**

NEXT SCHEDULED BOARD OF TRUSTEES MEETING: May 28, 2025 is reserved for a 2nd May meeting if needed

JUNE Meetings: June 9, 2025 (June 23, 2025 reserved if needed)

ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.

Preliminary Agenda - Subject to Change



Revenue Breakdown Report

Page: 1 of 29

05/01/2025

Filter: All Records, Transaction.DateToPostOn Between 4/1/2025 12:00:00 AM AND 4/30/2025 11:59:59 PM

Unit Totals		
Unit Name	Records	Revenue
	206	65,309.50
TOTAL	206	65,309.50

Record Type Totals		
Unit:	Records	Revenue
Name	1	20.00
Permit	205	65,289.50
UNIT TOTAL:	206	65,309.50

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	1	20.00
TOTAL:	1	20.00

Record Type: Permit	Records	Revenue
Building	30	17,919.00
Commercial Sign	1	210.00
Deck	3	390.00
Electrical	33	15,074.00
FIRE SUPPRESSION	2	302.50
Irrigation Meter	2	180.00
Mechanical	60	16,747.00
Plumbing	34	10,887.00
Residential Roofing	24	2,160.00
Storm Drain	16	1,420.00
TOTAL:	205	65,289.50



Michelle LaJoye-Young

SHERIFF

Bryan Muir

UNDERSHERIFF

MONTHLY REPORT FOR APRIL 2025

- Happy Trails patrol inquiry.
- Cruiser presentation on Minosa.
- Warrant attempt in Dutton Mill.
- Inoperable vehicle on Deer Cove.
- Scrapping complaint continued for 439 68th.
- Suicidal subject at Pine Rest.
- Dutton Grandparents Day, traffic control.
- Trespassed homeless camp 60th/Ridgebrook.
- Formal hearing for township violation.
- Byron Gaines Utility Authority weapons complaint. Followed up with Fieldstone Apartments for safety plan.
- Board Meetings.
- Suicidal AFC home resident on Martin, transported to Metro Health.
- Noise complaint at Summer Shores.
- Finalized plans for the diaper drive.



616.632.6100



701 Ball Ave NE, Grand Rapids, MI 49503

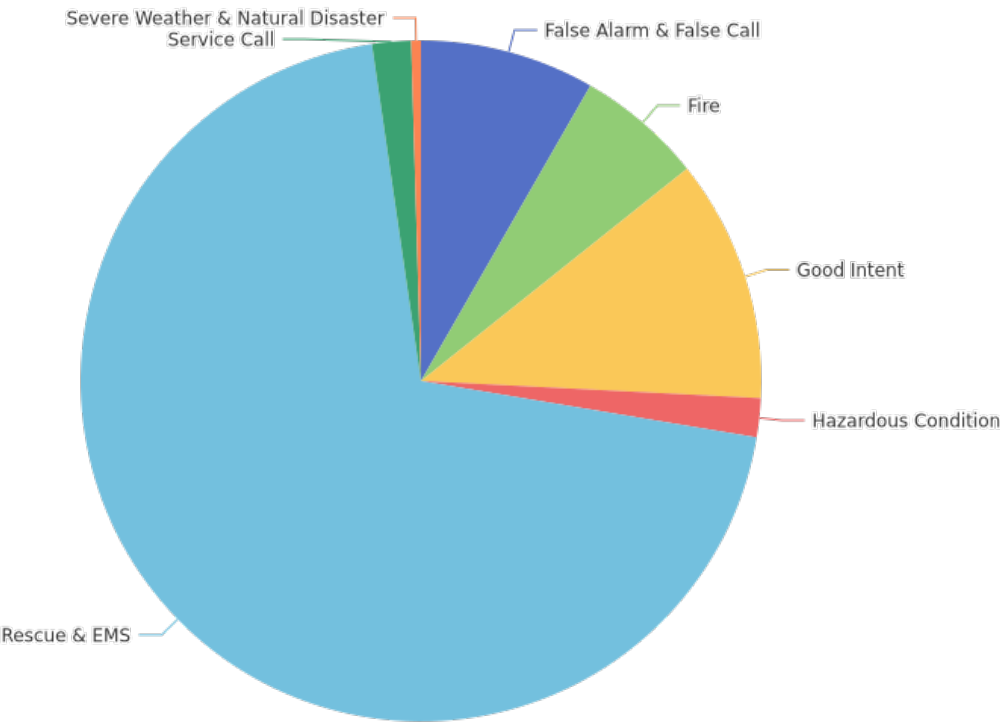


www.kentcountymi.gov/sheriff





Incident Type Summary - Monthly



Incident Type Summary - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



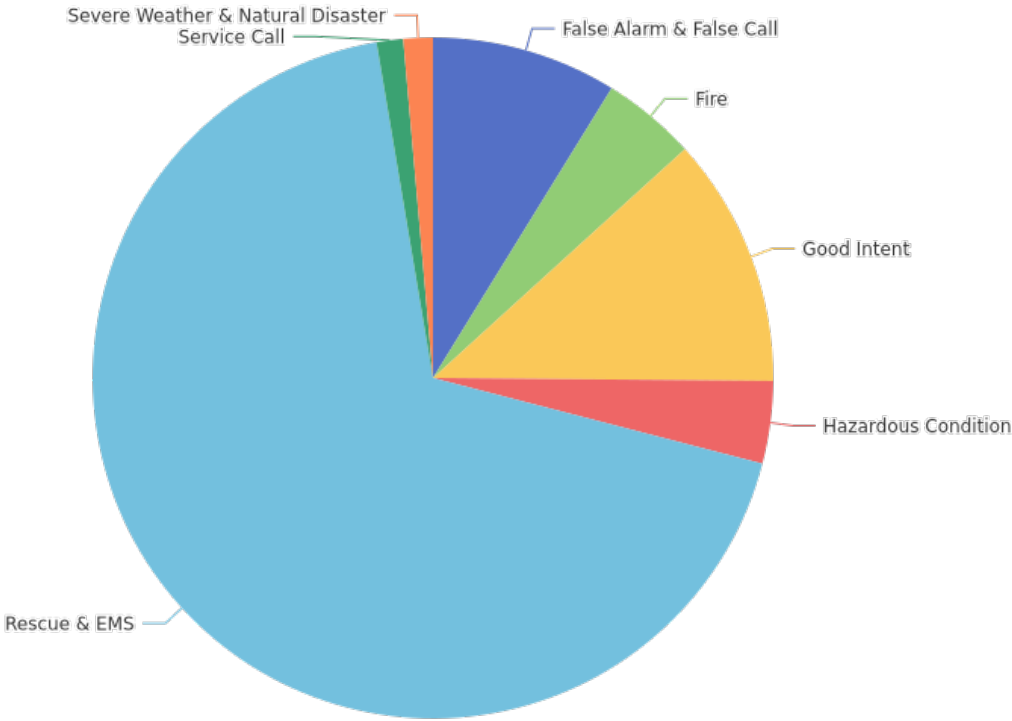
INCIDENT TYPE SERIES NAME	APR 2025	TOTAL FOR MONTH	PERCENT
Rescue & EMS	152	152	70.05%
Good Intent	25	25	11.52%
False Alarm & False Call	18	18	8.29%
Fire	13	13	5.99%
Hazardous Condition	4	4	1.84%
Service Call	4	4	1.84%
Severe Weather & Natural Disaster	1	1	0.46%
Total	217	217	100.00%

Description: This report counts the number of incidents within each high-level NFIRS grouping. This report includes incidents for last month

Criteria: PSAP Call Date/Time between 2025-04-01 00:00:00 and 2025-04-30 00:00:00



Incident Type Summary YTD



Incident Type Summary YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



INCIDENT TYPE SERIES NAME	FEB 2025	MAR 2025	APR 2025	TOTAL YTD	PERCENT
False Alarm & False Call	24	21	18	63	8.80%
Fire	7	12	13	32	4.47%
Good Intent	36	24	25	85	11.87%
Hazardous Condition	8	16	4	28	3.91%
Rescue & EMS	172	165	152	489	68.30%
Service Call	1	4	4	9	1.26%
Severe Weather & Natural Disaster		9	1	10	1.40%
Total	248	251	217	716	100.00%

Description: This report counts the number of incidents within each high-level NFIRS grouping. This report includes incidents YTD

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-04-30 00:00:00



Response Zone Summary Report - Monthly

RESPONSE ZONE	APR 2025	TOTAL	PERCENT OF TOTAL
Zone 1U	58	58	26.73%
Byron Township	44	44	20.28%
Zone 4U	35	35	16.13%
Zone 2S	15	15	6.91%
Zone 6R	12	12	5.53%
Zone 3S	12	12	5.53%
Zone 7S	11	11	5.07%
Zone 5S	8	8	3.69%
Zone 10R	7	7	3.23%
Zone 12R	5	5	2.30%
Zone 11R	4	4	1.84%
Leighton Twp FD	1	1	0.46%
Zone 8R	1	1	0.46%
Zone 9R	1	1	0.46%
Kentwood FD	1	1	0.46%
Caledonia Twp FD	1	1	0.46%
Byron Township FD	1	1	0.46%
Total	217	217	100.00%

Criteria: PSAP Call Date/Time between 2025-04-01 00:00:00 and 2025-04-30 00:00:00



Response Zone Summary Report -YTD

RESPONSE ZONE	FEB 2025	MAR 2025	APR 2025	TOTAL	PERCENT OF TOTAL
Byron Township	71	76	44	191	26.68%
Zone 1U	51	54	58	163	22.77%
Zone 4U	46	35	35	116	16.20%
Zone 2S	21	24	15	60	8.38%
Zone 3S	9	13	12	34	4.75%
Zone 7S	13	10	11	34	4.75%
Zone 5S	9	8	8	25	3.49%
Zone 10R	4	12	7	23	3.21%
Zone 6R	5	4	12	21	2.93%
Zone 11R		7	4	11	1.54%
Zone 12R	5		5	10	1.40%
Kentwood FD	6	1	1	8	1.12%
Zone 9R	4	2	1	7	0.98%
Zone 8R	2	1	1	4	0.56%
Byron Township FD	1	2	1	4	0.56%
Caledonia Twp FD	1	1	1	3	0.42%
Leighton Twp FD		1	1	2	0.28%
Total	248	251	217	716	100.00%

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-04-30 00:00:00



Incident Count by Station - Monthly



Incident Count by Station - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316

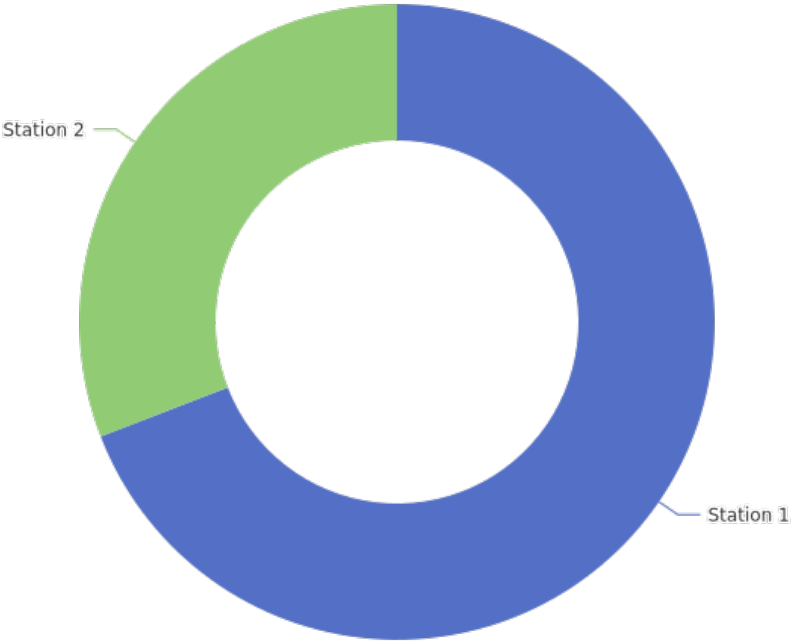


FIRE STATION	APR 2025	INCIDENT COUNT	PERCENT OF TOTAL
Station 1	146	146	67.28%
Station 2	71	71	32.72%
Total	217	217	100.00%

Criteria: PSAP Call Date/Time between 2025-04-01 00:00:00 and 2025-04-30 00:00:00



Incident Count by Station - YTD



Incident Count by Station - YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316

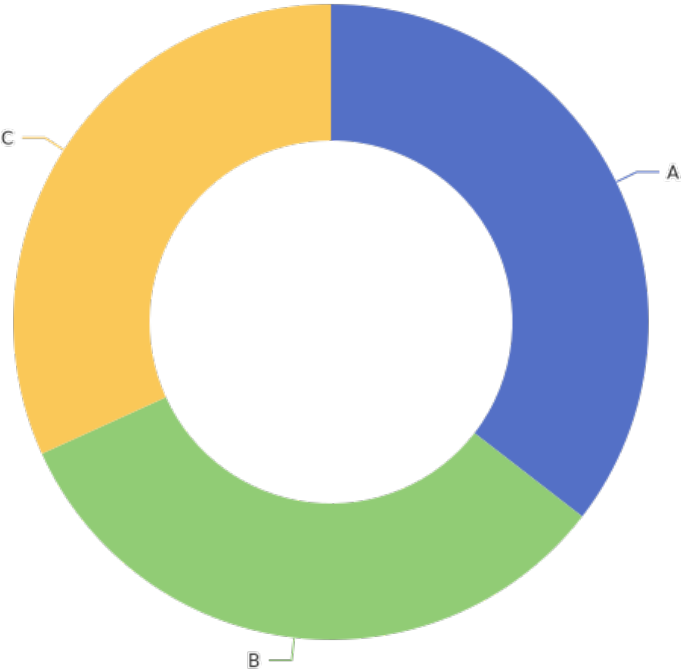


FIRE STATION	FEB 2025	MAR 2025	APR 2025	INCIDENT COUNT	PERCENT OF TOTAL
Station 1	177	172	146	495	69.13%
Station 2	71	79	71	221	30.87%
Total	248	251	217	716	100.00%

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-04-30 00:00:00



Incident Count by Shift - Monthly



Incident Count by Shift - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316

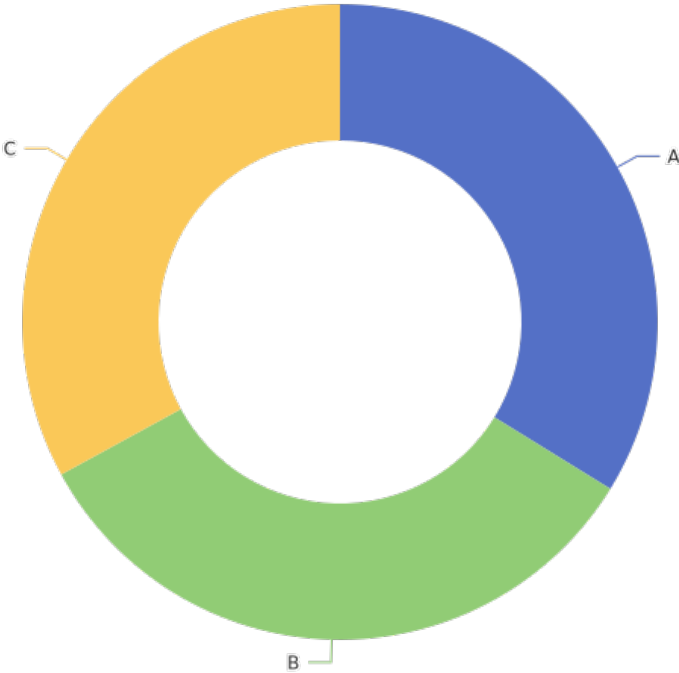


SHIFT NAME	APR 2025	INCIDENT COUNT	PERCENT OF TOTAL
A	77	77	35.48%
B	71	71	32.72%
C	69	69	31.80%
Total	217	217	100.00%

Criteria: PSAP Call Date/Time between 2025-04-01 00:00:00 and 2025-04-30 00:00:00



Incident Count by Shift - YTD



Incident Count by Shift - YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316

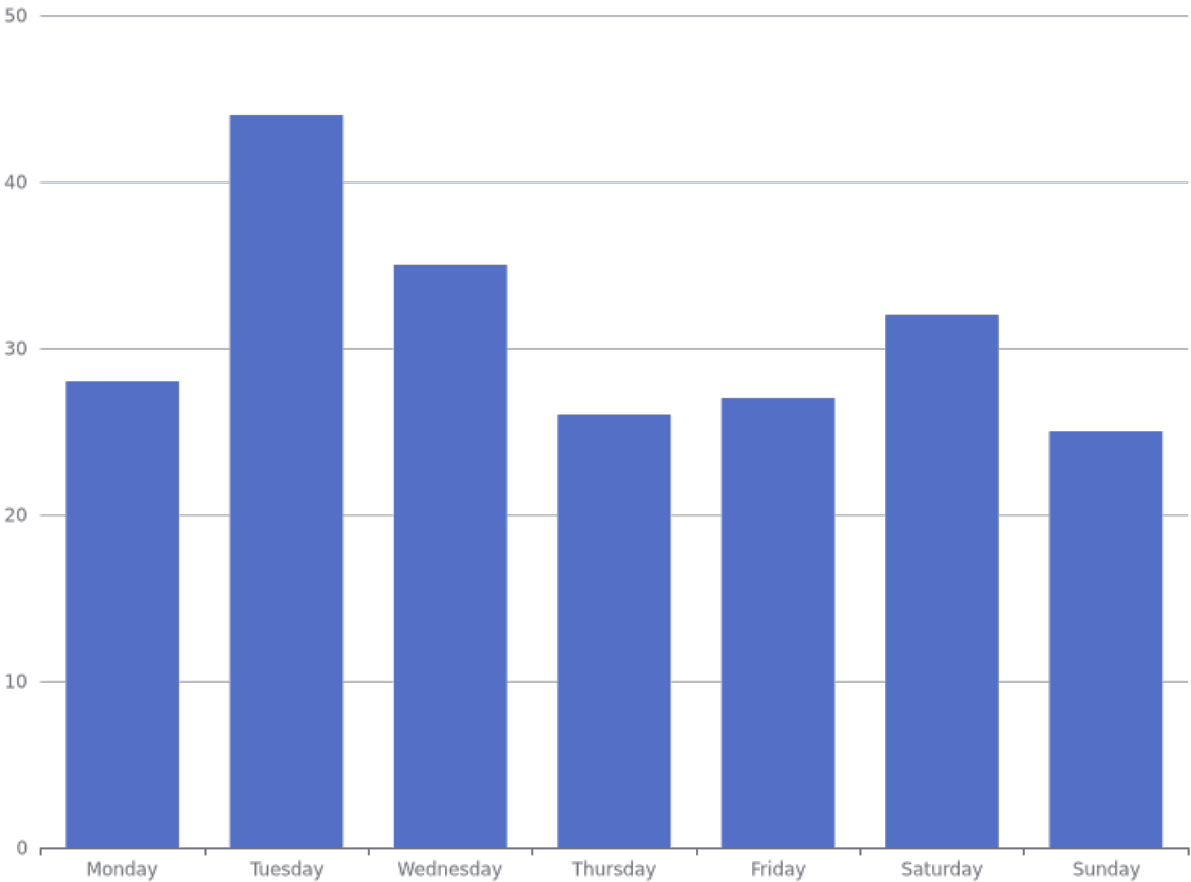


SHIFT NAME	FEB 2025	MAR 2025	APR 2025	INCIDENT COUNT	PERCENT OF TOTAL
A	72	93	77	242	33.80%
B	95	72	71	238	33.24%
C	81	86	69	236	32.96%
Total	248	251	217	716	100.00%

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-04-30 00:00:00



Count of Incidents by Day of Week - Monthly



Count of Incidents by Day of Week - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316

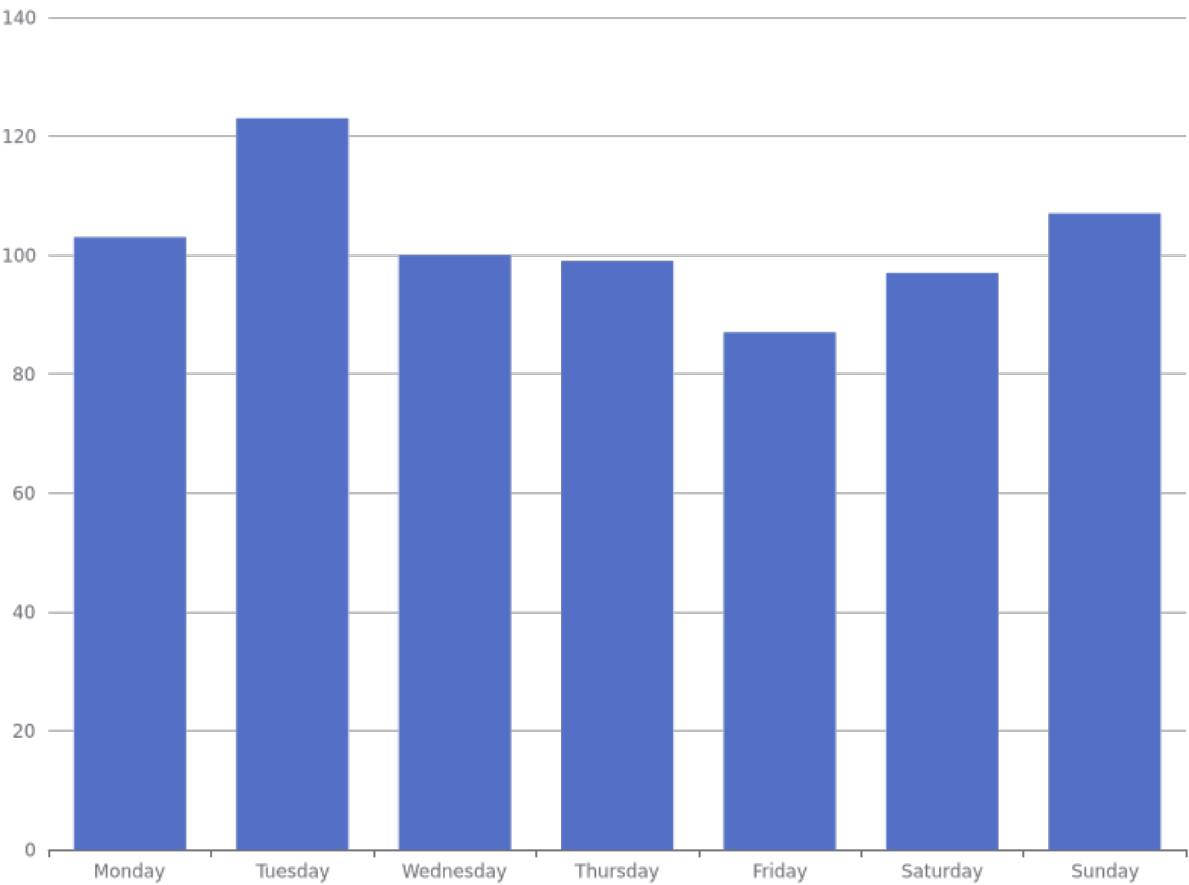


PSAP CALL DATE/TIME	APR 2025	TOTAL
Monday	28	28
Tuesday	44	44
Wednesday	35	35
Thursday	26	26
Friday	27	27
Saturday	32	32
Sunday	25	25
Total	217	217

Criteria: PSAP Call Date/Time between 2025-04-01 00:00:00 and 2025-04-30 00:00:00



Count of Incidents by Day of Week - YTD



Count of Incidents by Day of Week - YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316

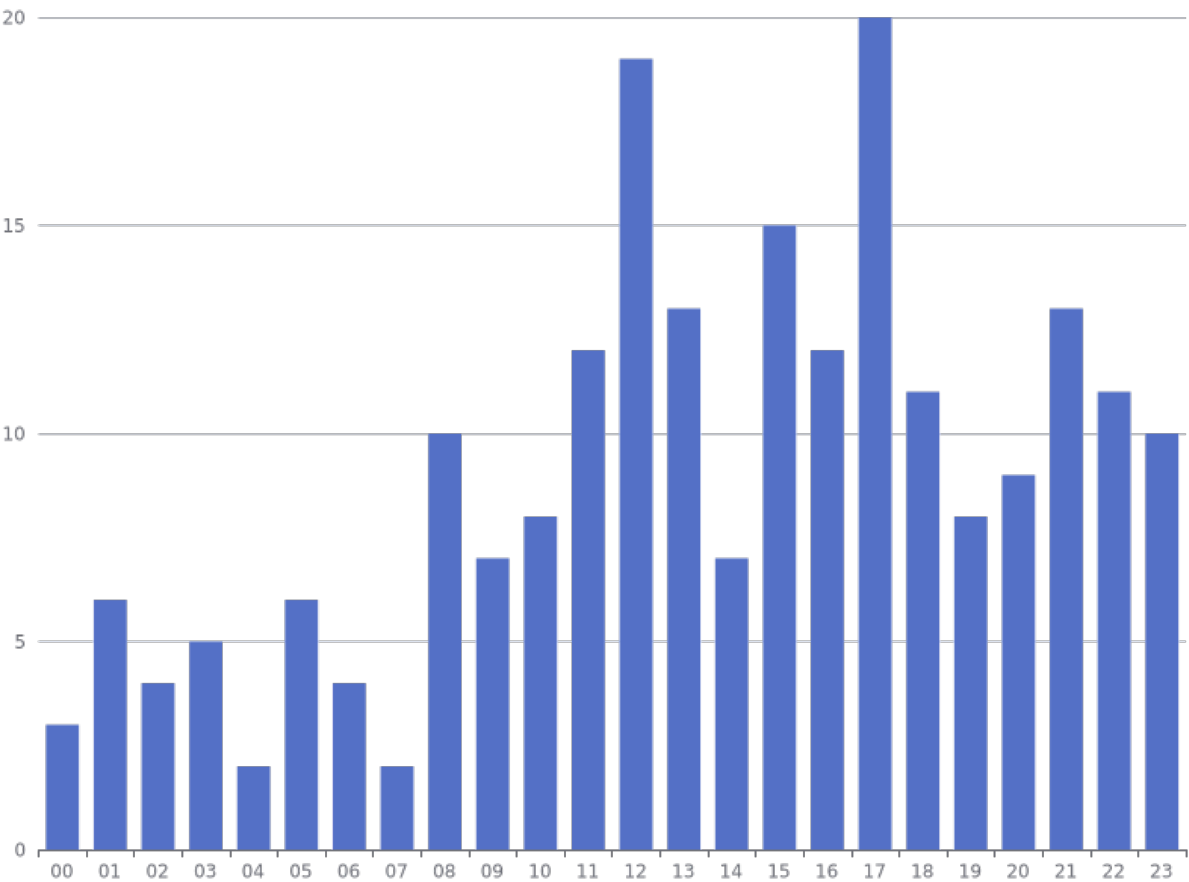


PSAP CALL DATE/TIME	FEB 2025	MAR 2025	APR 2025	TOTAL
Monday	32	43	28	103
Tuesday	48	31	44	123
Wednesday	30	35	35	100
Thursday	39	34	26	99
Friday	40	20	27	87
Saturday	29	36	32	97
Sunday	30	52	25	107
Total	248	251	217	716

Criteria: PSAP Call Date/Time between 2025-02-01 00:00:00 and 2025-04-30 00:00:00



Count of Incidents by Hour of Day & Day of Week - Monthly



Count of Incidents by Hour of Day & Day of Week - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



PSAP CALL DATE/TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
00			2	1				3
01			1			3	2	6
02		1			2		1	4
03			1	2	1		1	5
04		2						2
05		2	2	1		1		6
06		2		1			1	4
07	1	1						2
08		5	1			4		10
09		4	2				1	7
10		3	1	2	1	1		8
11	2	1	1	1	2	1	4	12
12	4	2	3	2	4	1	3	19
13	2	4	4	1	1	1		13
14		2	1		1	2	1	7
15	5	1	3	1	2	2	1	15
16	3	1	1	4	1	2		12
17	1	5	2	1	5	2	4	20
18	3	1	3	1		2	1	11
19			2	1		3	2	8

Count of Incidents by Hour of Day & Day of Week - Monthly

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316

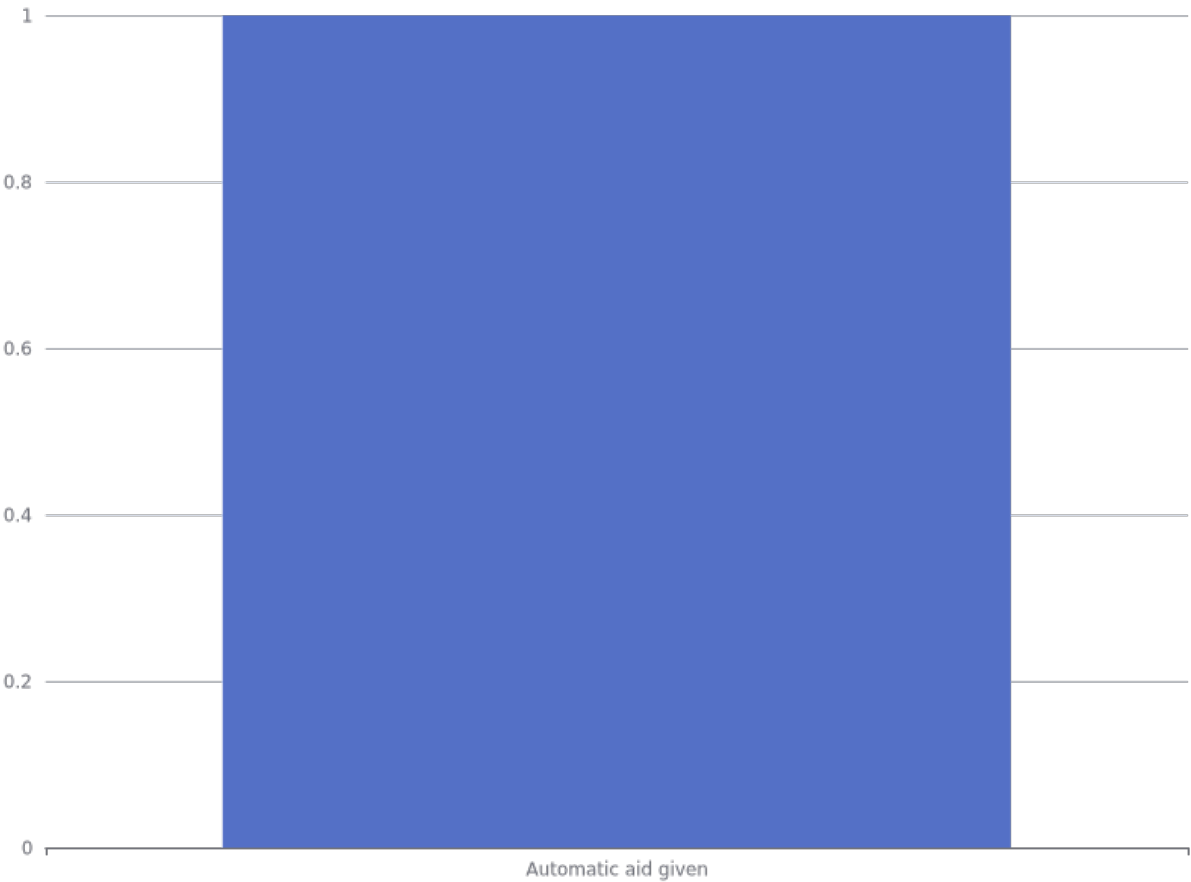


PSAP CALL DATE/TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TOTAL
20		4		1	4			9
21	3	1	1	3	1	2	2	13
22	2		3	1	1	3	1	11
23	2	2	1	2	1	2		10
Total	28	44	35	26	27	32	25	217

Criteria: PSAP Call Date/Time between 2025-04-01 00:00:00 and 2025-04-30 00:00:00



Aid Given (Auto/Mutual) - Monthly



Aid Given (Auto/Mutual) - Monthly

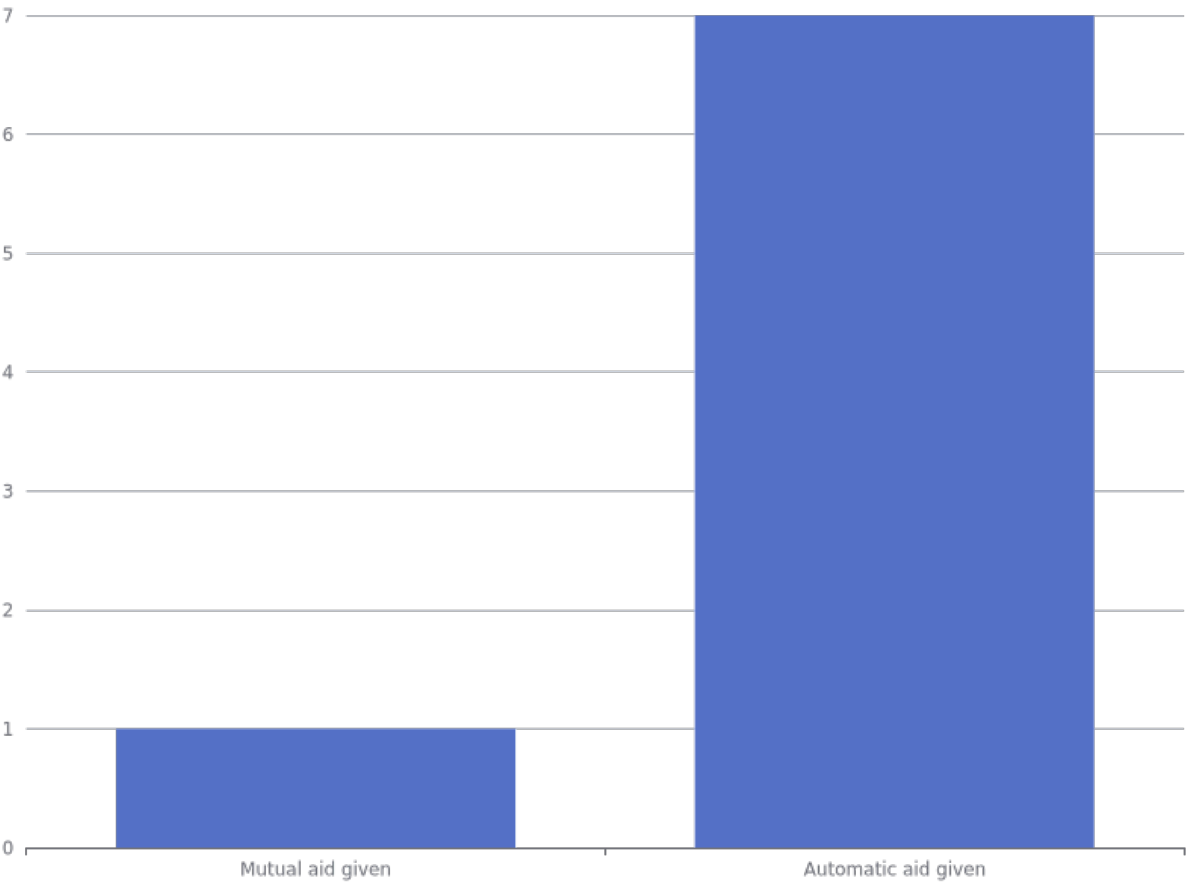
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID DEPARTMENT NAME	AUTOMATIC AID GIVEN	TOTAL
Leighton Twp FD	1	1
Total	1	1



Aid Given (Auto/Mutual) - YTD



Aid Given (Auto/Mutual) - YTD

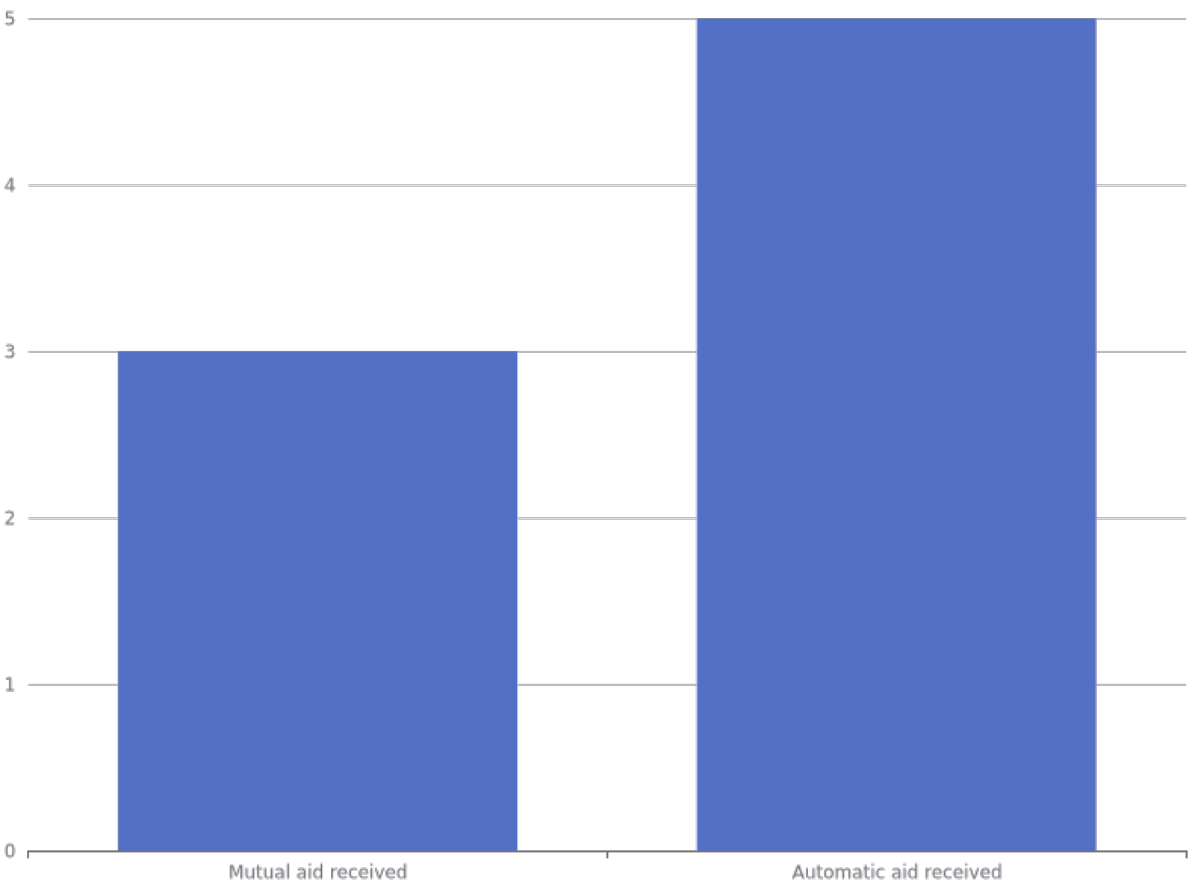
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID DEPARTMENT NAME	MUTUAL AID GIVEN	AUTOMATIC AID GIVEN	TOTAL
Byron Twp FD		2	2
Caledonia FD	1	1	2
Kentwood FD		2	2
Leighton Twp FD		2	2
Total	1	7	8



Aid Received (Auto/Mutual) - Monthly



Aid Received (Auto/Mutual) - Monthly

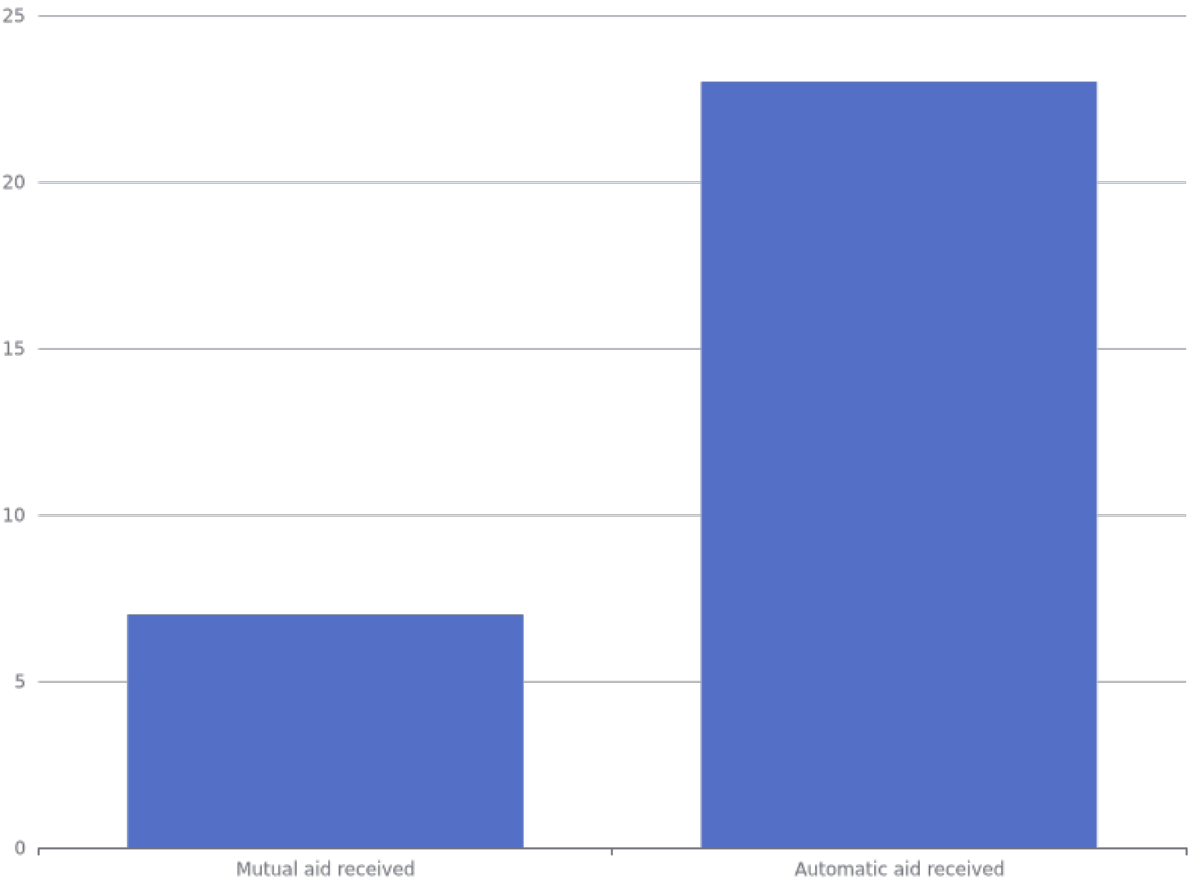
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID RECEIVED DEPARTMENT NAME(S) LIST	MUTUAL AID RECEIVED	AUTOMATIC AID RECEIVED	TOTAL
Byron Twp FD	1		1
Byron Twp FD, Kentwood FD		1	1
Byron Twp FD, Kentwood FD, Wyoming FD		1	1
Kentwood FD	2	2	4
Wyoming FD		1	1
Total	3	5	8



Aid Received (Auto/Mutual) - YTD



Aid Received (Auto/Mutual) - YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID RECEIVED DEPARTMENT NAME(S) LIST	MUTUAL AID RECEIVED	AUTOMATIC AID RECEIVED	TOTAL
Byron Twp FD	3	1	4
Byron Twp FD, Kentwood FD		4	4
Byron Twp FD, Kentwood FD, Wyoming FD		1	1
Caledonia FD	1		1
Kentwood FD	3	13	16
Wyoming FD		4	4
Total	7	23	30



Aid Given Detail Report - Monthly

Leighton Twp FD			
PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-04-17 10:13:30	111 - Building fire	Station 2	Automatic aid given



Aid Given Detail Report - YTD

Byron Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-02-09 22:22:10	121 - Fire in mobile home used as fixed residence	Station 1	Automatic aid given
2025-03-03 12:27:24	445 - Arcing, shorted electrical equipment	Station 1	Automatic aid given

Caledonia FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-02-04 16:53:13	322 - Motor vehicle accident with injuries	Station 2	Mutual aid given
2025-03-13 18:42:03	651 - Smoke scare, odor of smoke	Station 2	Automatic aid given

Kentwood FD

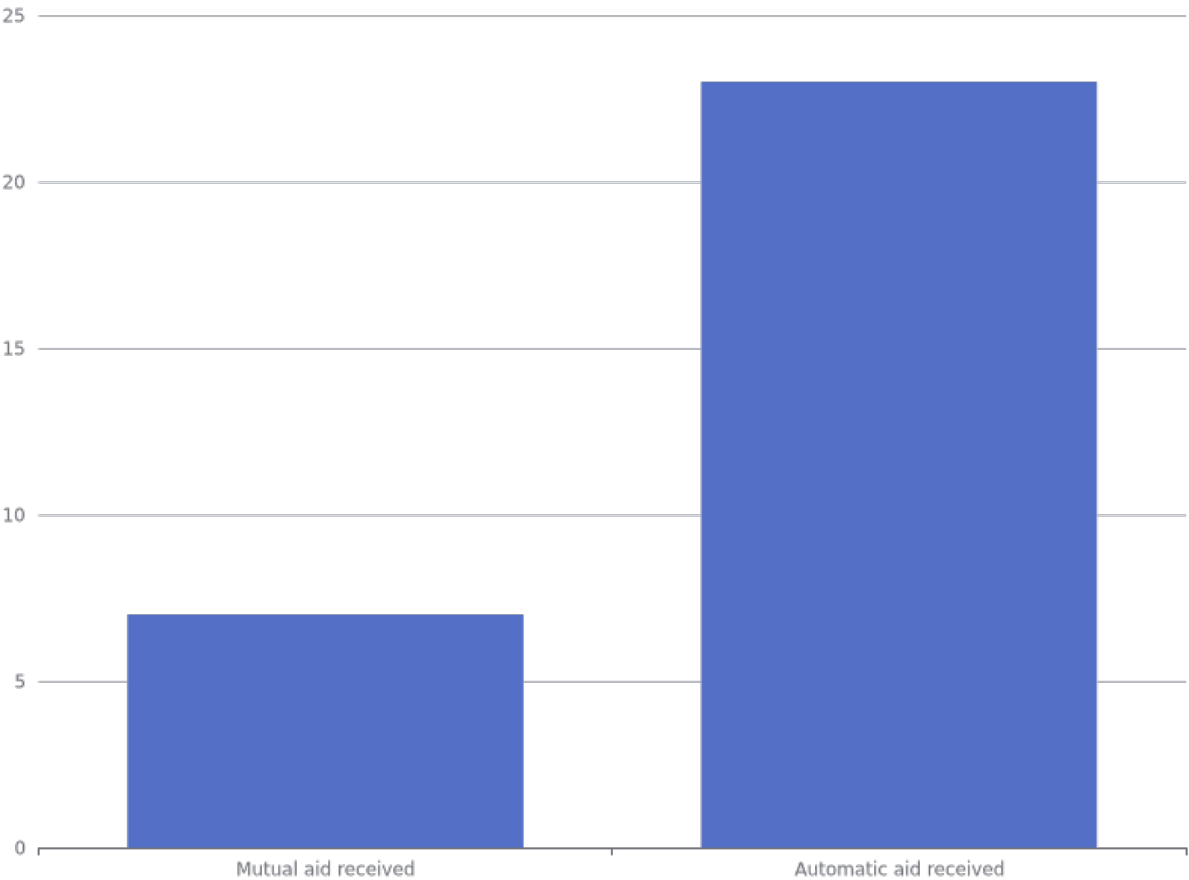
PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-02-01 17:45:50	651 - Smoke scare, odor of smoke	Station 1	Automatic aid given
2025-02-22 18:24:30	111 - Building fire	Station 1	Automatic aid given

Leighton Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID TYPE
2025-03-21 20:35:38	111 - Building fire	Station 2	Automatic aid given
2025-04-17 10:13:30	111 - Building fire	Station 2	Automatic aid given



Aid Received (Auto/Mutual) - YTD



Aid Received (Auto/Mutual) - YTD

Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



AID RECEIVED DEPARTMENT NAME(S) LIST	MUTUAL AID RECEIVED	AUTOMATIC AID RECEIVED	TOTAL
Byron Twp FD	3	1	4
Byron Twp FD, Kentwood FD		4	4
Byron Twp FD, Kentwood FD, Wyoming FD		1	1
Caledonia FD	1		1
Kentwood FD	3	13	16
Wyoming FD		4	4
Total	7	23	30



Aid Received Detail Report - Monthly

Byron Twp FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-04-07 12:16:07	324 - Motor vehicle accident with no injuries.	Station 1	Mutual aid received	2

Byron Twp FD, Kentwood FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-04-16 05:32:02	111 - Building fire	Station 1	Automatic aid received	9

Byron Twp FD, Kentwood FD, Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-04-10 22:31:32	1112 - Building Fire Multi Family	Station 1	Automatic aid received	10

Kentwood FD

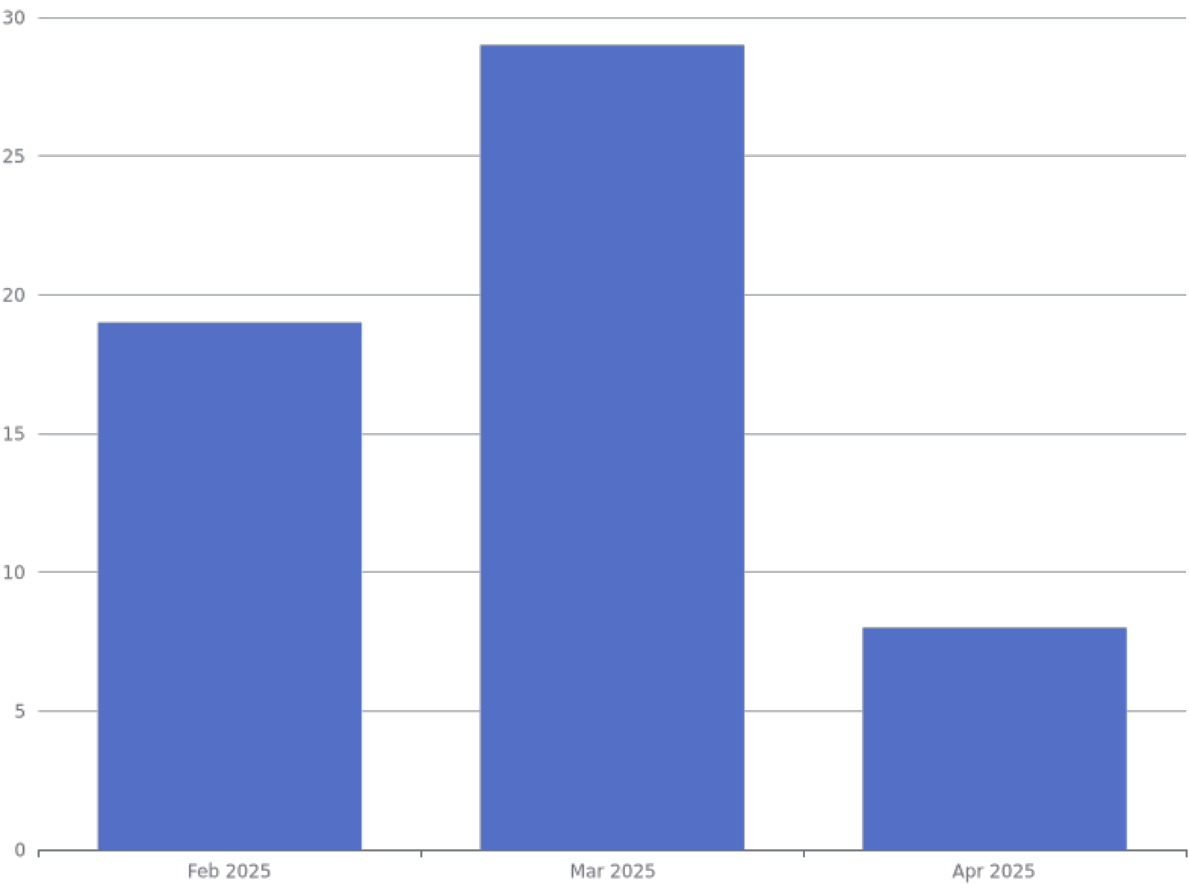
PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-04-07 22:07:25	142 - Brush or brush-and-grass mixture fire	Station 1	Automatic aid received	5
2025-04-13 17:17:35	111 - Building fire	Station 2	Automatic aid received	4
2025-04-13 17:23:03	352 - Extrication of victim(s) from vehicle	Station 2	Mutual aid received	5
2025-04-18 12:27:11	322 - Motor vehicle accident with injuries	Station 2	Mutual aid received	1

Wyoming FD

PSAP CALL DATE/TIME	INCIDENT TYPE	PRIMARY STATION	AID RECEIVED TYPE	TOTAL MUTUAL AID PERSONNEL
2025-04-13 22:48:34	324 - Motor vehicle accident with no injuries.	Station 1	Automatic aid received	3



Inspection Report - YTD



Inspection Report - YTD

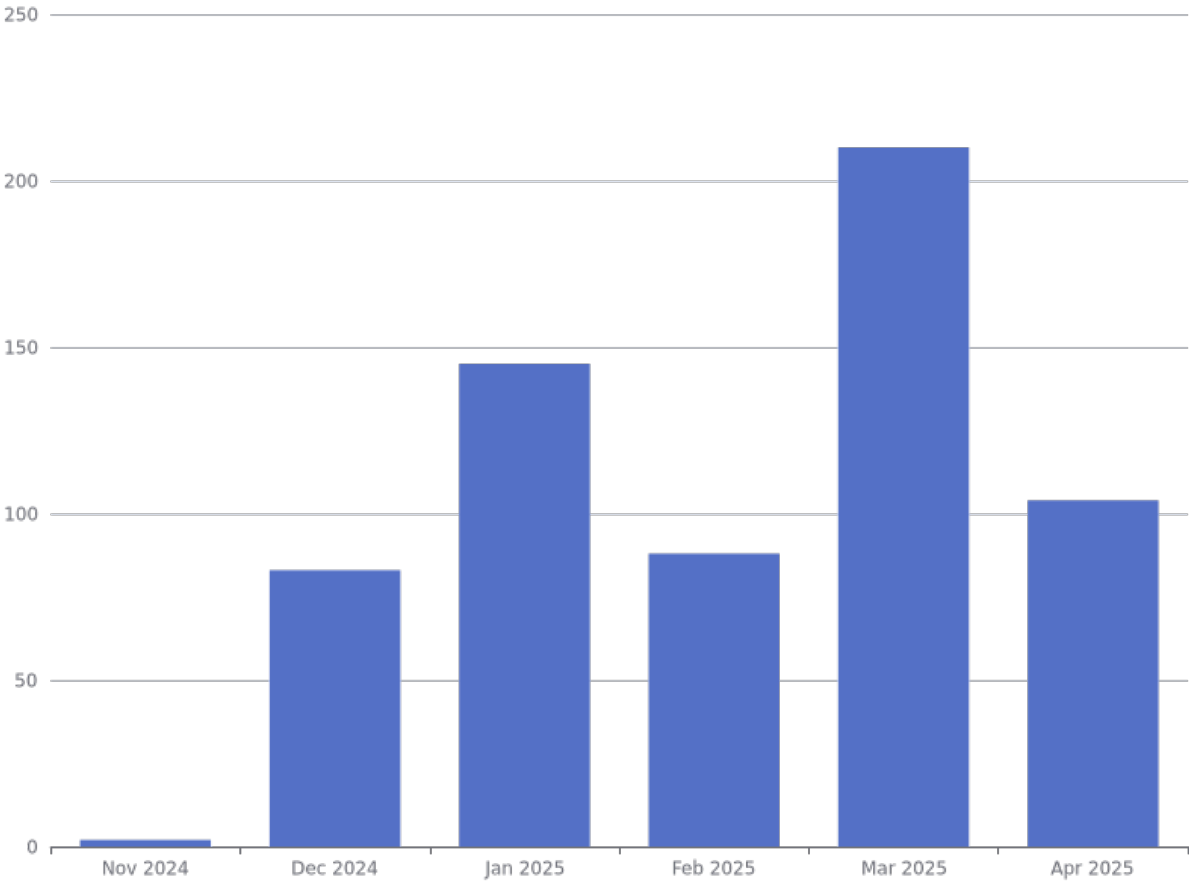
Gaines Charter TWP FD MI
Address: 3471 68th St SE, Caledonia, MI, 49316



INSPECTION TYPE	FEB 2025	MAR 2025	APR 2025	TOTAL YTD
Annual Fire Inspection		1	1	2
Certificate of Occupancy	1	3		4
Complaint	2			2
Fire Alarm System Final Acceptance	2	4	1	7
Fire Sprinkler Hydrostatic Test	1	5	1	7
Fire Sprinkler-Final	2	3		5
Fire Sprinkler-Rough In	1	5	2	8
Kitchen Hood Suppression System Inspection	2			2
Plan Review-Clean Agent System	5			5
Plan Review-Commercial Kitchen Suppression System		1		1
Plan Review-Fire Alarm Plan	1	1		2
Plan Review-Remodel of Existing Building		1		1
Plan Review-Site Plan		1	1	2
Walk Through	1	3	1	5
Plan Review-Sprinkler Plan	1		1	2
Fire Sprinkler- Air Test		1		1
Total	19	29	8	56



Pre Plan Report



LAST PREPLAN COMPLETED AT	MONTH TOTAL
Nov 2024	2
Dec 2024	83
Jan 2025	145
Feb 2025	88
Mar 2025	210
Apr 2025	104
Total	632

	Count of Overlapping Call Occurences 2025												
Calls in Progress	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2 calls in progress	71	29	17	23									140
3 calls in progress	20	3	1	3									27
4 calls in progress	5	1	1	0									7
Total	96	33	29	26									184
Percent of Incidents	31.5%	13.3%	11.6%	10.4%									16.7%

**March 2025 includes an overlap of 14 incidents on March 30th, 2025*

I. CALL TO ORDER AND ATTENDANCE

A. Call to Order

The meeting was called to order at 11:39 AM.

B. Attendance and Introduction of Guests

Committee members Lehmann, Diemer, Maier, Crumback, & Lemke in attendance. Woltjers arrived at 12:10pm, with notice. VanderStel absent. Township Supervisor Robert Terpstra (left early),
Manager Weersing, Dan Wells, and Dakota Swan also in attendance. Shirley Bruursema arrived at 11:48am.

C. Approval of Meeting Agenda

Motion to approve agenda: Lemke; seconded by Diemer

Discussion: none

Ayes: All

Nays: None

MOTION CARRIED

D. Approve Meeting Minutes from January 15, 2025

Motion to approve minutes: Maier

2nd: Lemke

Discussion: None

Ayes: All

Nays: None

MOTION CARRIED

E. Declaration of conflict of interest

None.

F. Public comments on agenda items

None.

II. REGULAR BUSINESS

• **Committee Business**

- **2025 planned meeting dates:** June 17, Sept 17
- **Event Dates:** PWP Workday May 3rd; 9a-12noon. Movies in the Park August 22nd. Heritage Festival October 11th
- **Township Board Report** - Lemke reported that the resolution (on establishing a Parks & Grounds department) we sent to the Township Board was not accepted, but they did discuss the idea. Lemke also reported that \$14,292 will be used to re-work the Mahingan Run boardwalk in PWP in early summer this year. Wells reported that the new zoning ordinance has been approved. With this, a certain amount of open space/park land has to accompany each "home" unit in a development. The Board also

approved the appraisal of the land (discussed last meeting) that may possibly be acquired for park development. Wells also invited Committee members to attend a report of the natural resources inventory vendor. He will let us know when that meeting is to be held.

- **Parks & Trails Budget** –Lehmann reminded the Committee that the Legacy Bench program was no longer in place, and asked if the costs associated with the recent Legacy Bench memorial install were known. Lemke replied she did not know those costs, but she thought around \$500. Lehmann stated it would be a "wash" in that case, as \$500 was donated towards the memorial.
- **Visioning Forward** - Terpstra stated that Weersing had asked him to bring information to this committee regarding the Board's discussion of a possible fishing dock on Hardy Pond. Weersing had an engineer produce a concept and estimate for this idea. A picture of the concept was distributed to Committee members. Discussion ensued regarding the location of the dock in the pond/proximity to the Memorial, the composition of the dock, ADA compliance, possible dedications of such a dock, potential removal of the fountains/electrical hazards for fishing, and whether this might be a "quick win" for Parks & Trails. Several attendees commented on other platforms over water, docks, fishing competitions, etc. Terpstra also broached the idea of an ice rink event, perhaps over grass, with fire department assistance, as a "quick win". Lehmann made a "quick win" list: fishing dock/memorial event, ice rink event; Committee will discuss these when Sara arrives. Terpstra then briefly covered his progress on the list of "Vision Projects to accomplish Mission Statement" (down from 14 to 7), and his progress/plan spreadsheet. He invited members to an open meeting on April 28th (Monday) at 5:30pm. This will take place in the lower level and pizza will be available. He will have 7 posters depicting the projects. Trustees will be asked to choose their top picks. Terpstra also shared his results of this process with the Chamber. Then he passed out possible examples of vision statement, mission statement, etc. and requested feedback at township, via email, or phone. Last, he reported the Chamber is planning a "Taste of Gaines" to take place at the Township property this summer. They will want our help with that, and they will help with our "Quick Win" event. The township newsletter will also be created in May – this committee needs to create what they want in the newsletter for P&T. Diemer stated that the P&T committee should be "ahead" of housing developments, and let residents know that the Committee is working to preserve park space and further connect trails, by being 1-2 steps ahead of developments. Lehmann said this may be a good point to include in the newsletter, along with a request for residents input on Parks & Trails, and possibly suggesting donations of legacy "lands" for parks.
- **PARKS**
 - **Prairie Seeding & Friends** - Maier reported on the April 5th prairie seeding. He said this went very well with a good number of volunteers, but unfortunately they ran out of seed. They will be collecting more and hope to seed again in the fall. Lehmann thanked Steve and all the volunteers for their hard

work! An upcoming work day was established: May 3rd from 9a-12noon. Goals are to pull Garlic Mustard, and clear trails – especially Tall Timber, while also using large branches to line it.

- **Signage in PWP:** Diemer had provided the name of a sign designer, and Lehmann has followed up with him (Spencer High). Discussion around what to have Mr. High work on. Diemer stated that High is good at telling a story with no more words than necessary. Questions on whether Mr. High actually produces the signs or perhaps has contacts that do. Diemer proposed that several Committee members meet with this artist so he can get a feel for our passion and direction. Discussion ensued about which signs to discuss with him. Lehmann will contact him to set this up. Lehmann also reported on the current state of the Educational Tree Grove signs – not good. Photos were shown to the Committee. Discussion about removing the "entrance" sign (of Education Tree Grove), as it is unreadable. Then discussion produced a list of signage to discuss with Mr. High: Prairie Establishment, Dana Slough, Educational Tree Grove, Tree ID signs, P.W. Quiggs story.
- **PWP brochure map update** – Wells provided map of PWP with edits, produced by Regis. Lehmann asked for Committee consensus on the map, to be given to her today or by email soon. She would like to make sure we are publishing the map we want, and also make sure we have all the edits we will want done on the Interactive Map. Much discussion on map edits ensued, including spelling, inclusion of the Yankee Boy Beech (as it is in the original story), trail connection between parking lot and Apple Jack Trail, number of trails & colors/busyness of the map. It was suggested that we ask Mr. High about the map as well. Lehmann will follow up with sending him a copy. Maier suggested a single line of representative colored dots wherever the trails overlap. The pond at the bottom of the sledding hill is on the current map - should be added to the interactive map. Discussion about if this was an area where marl was removed in the past for farm fertilizer. Diemer raised a concern that we get Mr. High excited about the signs, but then do not have funding. Discussion ensued regarding possible costs. General understanding that we need to first talk with Mr. High to ascertain what he would recommend, whether it is what we want, examine cost estimate and timelines, and develop a proposal to the Board. Question was asked if this – all of the signage – could be our "quick win". "Come visit the new Prairie Wolf Park!" Very visible – probably as much visual impact as the orchard work as been. Diemer stated this fits everything we have previously stated as our "mission": Nature, Education, History. Lehmann said we should also add in publishing the stories behind all of the historical names in the park; the reasons those names were chosen. General consensus that using the improved signage as our quick win was a good plan.
- **Phragmites by Hardy and Noonday ponds:** Black River Habitats (Keith Kluting) did complete the August 2024 treatments on Hardy Pond and Chief Noonday Pond. It is recommended these be treated again this fall. Maier is watching a possible spot in Dana Slough – he will let Lemke know if he see them as the season progresses. Diemer stated spots treatments of the phragmites will need to be done

until they are gone. Lehmann mentioned we will have to watch for them, as they exist not too far away from the township property, and birds will carry the seeds.

- **Additional Parks (Brewer, Creekside, Shadyside) - none**
- **Other - none**
- **TRAILS**
- **Public Comment for items unrelated to the agenda - none**
- **Committee member comments - none**

III. ADJOURNMENT:

The meeting adjourned at 1PM.

DIVISION AVENUE CORRIDOR IMPROVEMENT AUTHORITY
CHARTER TOWNSHIP OF GAINES
DRAFT MEETING AGENDA

Thursday, April 10, 2025

3:30 PM

Gaines Charter Township Office
Collaboration Lab

MEMBERS In Attendance: **T Werkema, Chair; P France, Vice Chair; S Warsen; Treasurer; T MacBrien; J Niewiek, J Huizinga B Terpstra, Township Supervisor**

Others: **K Triplett, Acting Secretary, R Weersing Township Manager, L Lemke Township Treasurer**

Call to Order: 3:34PM

1. Review and approve 12_03_2024 meeting minutes

Motion by P France to approve the minutes from the 12_3_2024 meeting

2nd: S Warsen

Ayes: All

Nays: None

Motion Carried

2. Old Business:

- **Flower Plots**
 - i. **Maintain for another year**
 - ii. **One pot was hit – Division & 68th. K Triplett will seek reimbursement from driver's insurance company**
REVIEWED
- **Sidewalk Sweeping**
 - i. **Maintain for another year – members felt coordinating the sweeping with the County running the street sweeper worked very well and the cost of \$987.00 was reasonable. Schedule sometime during April-May.**
Cost of \$987 was approved at the December meeting. General discussion: J Huizinga will try and set the date a week in advance so P France can coordinate with the County.
- **Flowers**
 - i. **J Huizinga has agreed to do the plantings again this spring. Budgeted \$500 for 2025**
Cost of \$500 was approved at December meeting. J Huizinga stated it looks like everything is a go for this year.

Note a pot was hit (totally destroyed). Members feel there are enough pots to move around so there won't be a void. K Triplett is working on recovering cost from the driver or their insurance company.

D Wind will repair the pot near Pine Rest that was destroyed.

- **Weed Killer**
 - i. **K Triplett – Members agreed to pay for full year in advance to receive 20% discount. L Lemke confirmed this was paid.**
Re-capped. Bill for full season was paid in advance to qualify for the 20% discount.
- **Lamp Posts**
 - i. **Four complete poles in inventory**
General discussion. We have four (4) full poles in inventory. Poles are beginning to look a little rough. J Huizinga will reach out to the individual who did the powder coating last time to get a quote. Also discussed that Byron will not be replacing poles as they are damaged.
- **American Flags**
 - i. **P France provide update**
Reviewed - \$2K was the budget agreed upon in December.
Poles will be placed five (5) north of 68th and (5) south of 68th. New ones will be spread out (T Werkema will install).
Members agreed to set May 1st as a “goal” date for having them in place.
- **Plowing of sidewalks**
 - i. **Township contracts and pays to have sidewalks plowed**
Negotiated and paid for by the Township office.
- **Banners**

Banners look good, just look nice at least for one more season. Several are missing the “arms” that hold the banners in place. General discussion on the way they hook on to the pole. It may be possible to secure them. K Triplett will check with R Shaver company to see if arms are available for purchase, and if so, what the cost would be.

3. New Business

Initiatives:

- i. **Quick wins – able to accomplish quite quickly**
Check into having the companies that own the utility boxes (that are in ill repair) replace them. These are an eyesore and bring down the appearance of the corridor.
New gator to use along the corridor.
- ii. **Long-term vision**
Connecting trails in the area. Connecting the existing trails would allow for better, consistent, travel on the trails. B Terpstra will talk to the Parks and Trails Committee.
- iii. **Barriers?**

iv. Funding Sources

General discussion – appearance has a big impact.

There is a new liquor store at the corner of 76th and Division. This may improve traffic to the area.

General discussion regarding areas that need improvement (bushes and weeds overgrown). It would be great to see the area brush (etc.) cleared and possible add a bench in the location.

General discussion regarding connecting existing trails together. Everyone agreed this would be a great step forward. More benches, etc. would/could be installed. B Terpstra will speak with the Parks & Trails Committee.

Marketing:

- L Lemke suggested a postcard painted on the side of a business, welcoming visitors to the area.
- Another suggestion was a Welcome to Cutlerville sign at 60th and Division.

A marketing for businesses event, the Chamber may help.

- Revive Cutlerville Days.
- Actively speak to businesses about upgrades - the Authority may help, not the Township.
- Send a mailer introducing the Authority.
 - Depending on the flier, contact owners or renters?
- Create a page on the Township website dedicated to the Authority.
- If room, article in the summer newsletter.
- Possible “Taste of Gaines” event (Chamber).

After much discussion, the idea of hand delivering a flier to each business offering free use of a dumpster for spring cleaning. Three dumpsters will be located along the corridor, for one day only (May 16th) from 9am-6pm.

K Triplett will draft a flier and forward to T Werkema for approval.

- Distribution of fliers:
 - S Warsen: North of 68th Street to 60th Street.
 - T Werkema: 68th to 76th
 - J Niewiek: 76th to 84th
- Location of dumpsters:
 - Behind Werkema’s: 7300 Division
 - Parking lot of hotel: 7040 Division
 - Russ’s parking lot: 6444 Division (P France will contact Russ’s for permission)

- L Lemke will provide Authority with list of addresses and occupants for our side of the corridor.

4. Budgeting

- Current balance in Authority's account: \$34,697.52
- Revenue and Expenditure Report

Authority agreed at the December 2022 meeting that dollars should not be disbursed out of the account without the Authority's approval. No one individual has the authority to authorize expenditures.

B. Ideas of projects for the 2025 budget

- Christmas lights (included in 2025 budget) – Tuff Turf will install/take down/store.
 - Recapped – Tuff Turf Mole busters will put up/take down/store decorations for \$60 per pole. Dollars were earmarked in this years budget to cover this
- Flags – purchase approved This purchase was approved in December.
- Help with maintenance on gator used to water plants – in budget
The Authority feels they should bear some responsibility for replacing/upgrading the gator used for watering. Members will actively start looking for a “good deal” on something slightly used, or new.

7. Comments from public

8.. Comments from members: B Terpstra complimented the Authority members on being so prepared for the meeting.

9. Adjourn: 4:47PM

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 6:00 PM MEETING
April 14, 2025**

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

Absent with notice: None

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

1. The meeting was called to order at 06:02 p.m. by Board Member Terpstra.

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

No items were removed for in-depth discussion

4. Meeting Agenda

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the published agenda.

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

5. Communications ~ Non-action Informational Items

- a) Grand Valley Metro Council TIP Flyer
- b) 2025 1st Qtr. Revenue and Expenditure Report – 101 General Fund
- c) March 2025 Gaines Charter Township Fire Department Run Report
- d) Building Department March 2025 Revenue Report
- e) March 2025 Community Policing Officers' Report
- f) Minutes – Parks and Trails March 5, 2025 Meeting

6. Scheduled Speakers

None

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

No one spoke.

8. Public Hearings

A. Proposed New Zoning Ordinance

Motion by Board Member Fryling and seconded by Board Member Vander Stel to open the public hearing on the proposed new zoning ordinance.

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

4 citizens spoke concerning specific sections in the Proposed Updated Zoning Ordinance.

Motion by Board Member Haagsma and seconded by Board Member Fryling to close the public hearing on the proposed new zoning ordinance.

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

9. Approval of the Consent Agenda

Motion by Board Member Haagsma and seconded by Board Member Lemke to approve the Consent Agenda including the Treasurer's February 2025 Financial report; General fund expenditures from 03/01/2025 through 03/31/2025 totaling \$137,654.20; Public Safety Special Assessment District expenditures totaling \$180,684.01; Building inspections totaling \$29,085.22; and Water and sewer fund expenditures \$678,339.83.

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

10. New Business

A. Proposed Updated Zoning Ordinance

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the proposed updated Zoning Ordinance with minor edits allowed to spelling, punctuation, grammar, and formatting.

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

B. Cooks Crossings Enclave Water and Sewer Development Contract

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Cooks Crossings Enclave Water and Sewer Development Contract.

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

C. River Birch Apartments Phase 4 Water and Sewer Development Contract

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to approve the River Birch Apartments Phase 4 Water and Sewer Development Contract.

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

D. Parks and Trails – Resolution Supporting Development of a Parks and Ground / Public Works Department

Motion by Board Member Lemke and seconded by Board Member Fryling to table the Parks and Trails Resolution supporting development of a parks and grounds / Public Works Department for reformat and / or rewrite.

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

E. Employee Handbook Update for Earned Sick Time Act (ESTA) 2025

Motion by Board Member Haagsma and seconded by Board Member DeWard to approve changes to the Gaines Charter Township Employee Manual to reflect new policies and changes required by the Earned Sick Time Act (ESTA) 2025.

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

F. Prairie Wolf Park Boardwalk Repair

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Prairie Wolf Park boardwalk repair as presented.

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

G. Server Room Fire Suppression System

Motion by Board Member Haagsma and seconded by Board Member Brew to approve the server room fire suppression system keeping all the equipment in the server room and updating all of the controllers with a cost of \$17,135.

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

H. Revize – Purchase of Website Applications

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve Revize website improvements and the purchase of AI chat search module and online forms module at a cost of \$8025 for 2025 and \$6075 after 2025.

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

I. Logan's – Liquor License Renewal and Certification

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to remove the Logan's Liquor License Renewal and Certification from the table placed at the March 2025 Gaines Charter Township Regular Board Meeting.

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

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Logan's Liquor License renewal and certification.

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

J. High Performing Teams Training Workshop

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the High Performing Teams Training for additional employees of the township.

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

K. Township Maintenance Contracts

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to grant staff the ability to re-negotiate contract extensions for up to an additional three years for D.J's, Jack's, and JND Snowplowing.

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

11. Public Comments

A resident commented and thanked the board for their support of the Division Avenue Corridor Authority. Recent meetings have been very productive and efforts are being made to clean up and improve the looks of Division Avenue.

A resident thanked Board Member Fryling for his vote against adoption of the new zoning ordinance.

12. Manager's comments

Comment on the Quarterly Reports from Kent County Sherriif Office numbers of calls between last year and this year.

The engineering concept for the fishing dock was presented.

Update on the emergency repair on Engine 36.

13. Supervisor's comments.

Revised copies of the Vision Projects to Initiate and Manage Growth for Gaines Charter Township discussion at a April 28, 2025 Board Meeting.

14. Trustees comments

Discussion pertaining to Grand Rapids City chicken ordinances compared to Gaines Charter Township chicken ordinances.

Additional questions on design of the server room and need to change technology as discussed and approved during the meeting.

Questions and discussion about Pine Rest security and the expansion occurring on the Pine Rest properties.

Comment on using synthetic products in construction of the Fishing Dock

15. Adjournment

Supervisor Terpstra adjourned the meeting at 08:22 p.m.

Michael Alex Brew, Clerk

Robert Terpstra, Supervisor

**MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 5:30 PM MEETING
April 28, 2025**

Present: Supervisor Terpstra, Clerk Brew, Treasurer Lemke (5:44), Trustees DeWard, Fryling, Haagsma, Vander Stel Staff: Manager Weersing, Community Development Director Wells

Absent with notice: None

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

1. The meeting was called to order at 05:35 p.m. by Board Member Terpstra.

2. Question of Conflict of Interest

None

3. Meeting Agenda

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the published agenda.

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

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

No one spoke.

5. New Business

A. Discussion: Long term planning and goal setting for the future of the Township

6. Public Comments

Many from the audience added comments on what they envision for the future of the Township.

7. Manager's comments

None

8. Supervisor's comments.

None

9. Trustees comments

None

10. Adjournment

Supervisor Terpstra adjourned the meeting at 07:32 p.m.

Michael Alex Brew, Clerk

Robert Terpstra, Supervisor

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS, CD'S , MM AND POOL ACCOUNTS
MARCH of 2025

Bank	Type	Amount	APR	Term	Maturity Date
GENERAL FUND					
Macatawa Checking	Ckg	\$ 4,537,723.73			
Opioid Settlement	Assigned	\$ 277.57			
Sidewalk & Trails	Assigned	\$ 15,765.75			
CFD - Truck Fund	Assigned	\$ 400,000.00			
Cemetery	Assigned	\$ 10,000.00			
Township Hall & Grounds	Assigned	\$ 10,981.00			
Division Ave. Improvements	Assigned	\$ 24,000.69			
		\$ 4,998,748.74	4.07%		

Macatawa MM Savings					
Building Department	Restricted	\$ 2,086,515.00			
Streetlights	Restricted	\$ 161,826.00			
	Non-restricted	\$ 250,000.00			
Interest Paid to Date		\$ 88,500.49			
	127409	\$ 2,586,841.49	4.58%		

Investments					
Kent Co. Pool - General	Pooled	\$ 1,235,772.89	3.84%		
Michigan Class	Pooled	\$ 1,901,459.40	4.41%		
CIBC	CD	\$ 550,000.00	5.07%	12 Mos.	6.4.2025
Consumers Credit Union	CD	\$ 329,122.45	4.15%	18 Mos.	10.4.2025
		\$ 4,016,354.74			

GENERAL FUND TOTAL **\$ 11,601,944.97**

Kent Co. Pool - ARPA Funds Pooled \$ 2,302,258.16 3.84%

DIVISION AVE CORRIDOR \$ 34,697.52
TRUST & AGENCY \$ 112,117.52
TAX FUND \$ 27,374.60
PETTY CASH \$ 254.41

WATER & SEWER					
Bank		Amount	APY	Term	Maturity Date
Macatawa Bank	Checking	\$ 3,905,228.27	4.07%		
Kent Co. Pool	Pooled	\$ 10,026,624.36	3.84%		
Michigan Class	Pooled	\$ 1,768,213.24	4.41%		
Consumers Credit Union	Share	\$ 27.74			
Choice One Bank	CD	\$ 762,340.86	5.12%	12 Months	4.10.2025
Horizon Bank	CD	\$ 615,258.72	4.89%	12 Months	5.13.2025
Union Bank	CD	\$ 831,560.13	5.15%	12 Months	5.22.2025
Choice One Bank	CD	\$ 1,054,271.07	5.12%	12 Months	6.1.2025
West MI Community Bank	CD	\$ 531,621.58	5.20%	365 Days	6.6.2025
Macatawa Bank	cd	\$ 815,965.51	4.06%	4 Months	7.17.2025
CIBC USA Bank	CD	\$ 1,068,532.06	4.92%	364 Days	8.8.2025
Flagstar Bank	CD	\$ 1,137,826.15	4.25%	204 Days	9.23.2025
Mercantile Bank of MI	CD	\$ 1,112,716.14	4.41%	365 Days	10.23.2025
Flagstar Bank	CD	\$ 1,082,515.38	4.15%	364 Days	11.6.2025
West MI Community Bank	CD	\$ 812,098.87	4.17%	10 Months	12.15.2025
Horizon Bank	CD	\$ 1,152,605.67	3.90%	365 Days	1.23.2026
Michigan First CU	CD/Share	\$ 790,528.82	5.15%	12 Months	3.21.2026
First National Bank of A	CD	\$ 552,458.83	4.10%	18 Months	6.17.2026
Consumers Credit Union	CD	\$ 928,192.77	4.75%	24 Months	8.1.2026
Restricted W&S Fees	Committed	\$ 28,948,586.17			

05/02/2025 CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2025 - 04/30/2025

GENERAL FUND

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
04/01/2025	GEN 2	34687#	AMBER VANDERMOLLEN	DEPUTY CLERK MILEAGE	817.000	215.000	153.43
04/01/2025	GEN 2	34687	AMBER VANDERMOLLEN	DEPUTY CLERK MILEAGE	817.000	262.000	11.39
				CHECK GEN 2 34687 TOTAL FOR FUND 101:			164.82
04/01/2025	GEN 2	34688	LAMPHEAR SERVICE COMPANY INC	TWP HALL MAIN PUMP #1 REPAIR	932.000	265.000	3,717.00
04/01/2025	GEN 2	34689#	T-MOBILE	CELL PHONE	853.000	171.000	25.00
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	215.000	64.80
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	253.000	25.00
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	257.000	42.00
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	261.000	119.78
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	443.000	25.00
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	701.000	50.00
				CHECK GEN 2 34689 TOTAL FOR FUND 101:			351.58
04/01/2025	GEN 2	34690	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.001	701.000	354.00
04/01/2025	GEN 2	34690	VRIESMAN & KORHORN LLC	DUTTON CENTER	808.001	701.000	796.50
04/01/2025	GEN 2	34690	VRIESMAN & KORHORN LLC	STONECO MINE EXPANSION	808.001	701.000	442.50
				CHECK GEN 2 34690 TOTAL FOR FUND 101:			1,593.00
04/04/2025	GEN 2	34692#	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	106.25
04/04/2025	GEN 2	34692	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	106.65
04/04/2025	GEN 2	34692	CONSUMERS ENERGY	DIVISION STREET LIGHTS	920.001	448.000	122.06
04/04/2025	GEN 2	34692	CONSUMERS ENERGY	BLAIN	920.000	567.000	29.25
04/04/2025	GEN 2	34692	CONSUMERS ENERGY	BLAIN	920.000	567.000	39.04
				CHECK GEN 2 34692 TOTAL FOR FUND 101:			403.25
04/04/2025	GEN 2	34694#	DJ'S LANDSCAPE MANAGEMENT	TWP OFFICE MONTHLY CONTRACT	935.000	265.000	2,295.63
04/04/2025	GEN 2	34694	DJ'S LANDSCAPE MANAGEMENT	LIB MONTHLY CONTRACT	935.000	790.000	192.63
				CHECK GEN 2 34694 TOTAL FOR FUND 101:			2,488.26

04/04/2025	GEN 2	34695#	FNBO	CONF REG, AIRLINES TICKETS, MAMC INSTITUTE, FOOD, SUPPLIES	727.000	215.000	21.04
04/04/2025	GEN 2	34695	FNBO	CONF REG, AIRLINES TICKETS, MAMC INSTITUTE, FOOD, SUPPLIES	812.000	215.000	80.84
04/04/2025	GEN 2	34695	FNBO	CONF REG, AIRLINES TICKETS, MAMC INSTITUTE, FOOD, SUPPLIES	831.000	215.000	4,093.22
04/04/2025	GEN 2	34695	FNBO	CONF REG, AIRLINES TICKETS, MAMC INSTITUTE, FOOD, SUPPLIES	727.000	262.000	117.54
04/04/2025	GEN 2	34695	FNBO	CONF REG, AIRLINES TICKETS, MAMC INSTITUTE, FOOD, SUPPLIES	809.000	262.000	236.00
				CHECK GEN 2 34695 TOTAL FOR FUND 101:			4,548.64
04/04/2025	GEN 2	34696	KENT COMMUNICATIONS INC	BALLOT MAILING	965.000	262.000	1,545.28
04/04/2025	GEN 2	34697#	MEYERS CLEANING SERVICE INC	LIB AND TWP OFFICE	821.000	265.000	1,283.00
04/04/2025	GEN 2	34697	MEYERS CLEANING SERVICE INC	LIB AND TWP OFFICE	821.000	790.000	1,295.60
				CHECK GEN 2 34697 TOTAL FOR FUND 101:			2,578.60
04/04/2025	GEN 2	34698	MINER SUPPLY COMPANY	TWP HALL RESTROOM SUPPLIES	821.000	265.000	315.69
04/04/2025	GEN 2	34699	MODEL COVERALL SERVICE	LIB BLACK MATS	805.000	790.000	60.31
04/04/2025	GEN 2	34700	OCEAN INC.	COMPLETING PAYMENT	972.000	265.000	2,652.00
04/04/2025	GEN 2	34701	STAPLES	BATTERY BACK UP	727.000	261.000	80.00
04/04/2025	GEN 2	34702	TEXTMYGOV	TEXTING SERVICES	808.000	262.000	5,000.00
04/04/2025	GEN 2	34703#	WEST MICHIGAN DOCUMENT SHREDDING LL	SHREDDING	808.000	253.000	112.50
04/04/2025	GEN 2	34703	WEST MICHIGAN DOCUMENT SHREDDING LL	SHREDDING	808.000	262.000	225.00
				CHECK GEN 2 34703 TOTAL FOR FUND 101:			337.50
04/11/2025	GEN 2	34705#	AMAZON CAPITAL SERVICES	ENVELOPES, LAPTOP CASE, FLAGS, DRAFT STAMP, DOUBLE SIDE TAPE, RUG GRIPPER	727.000	257.000	15.99
04/11/2025	GEN 2	34705	AMAZON CAPITAL SERVICES	ENVELOPES, LAPTOP CASE, FLAGS, DRAFT STAMP, DOUBLE SIDE TAPE, RUG GRIPPER	727.000	261.000	31.50
04/11/2025	GEN 2	34705	AMAZON CAPITAL SERVICES	E-MIALED STAMP WITH DATE	727.000	262.000	39.25
04/11/2025	GEN 2	34705	AMAZON CAPITAL SERVICES	ENVELOPES, LAPTOP CASE, FLAGS, DRAFT STAMP, DOUBLE SIDE TAPE, RUG GRIPPER	963.001	265.000	57.83
04/11/2025	GEN 2	34705	AMAZON CAPITAL SERVICES	ENVELOPES, LAPTOP CASE, FLAGS, DRAFT STAMP, DOUBLE SIDE TAPE, RUG GRIPPER	727.000	701.000	9.39
				CHECK GEN 2 34705 TOTAL FOR FUND 101:			153.96

04/11/2025	GEN 2	34707#	ARROWASTE INC	TWP OFFICE	822.000	265.000	169.26
04/11/2025	GEN 2	34707	ARROWASTE INC	BLAIN	822.000	567.000	66.92
04/11/2025	GEN 2	34707	ARROWASTE INC	LIBRARY	822.000	790.000	84.96
				CHECK GEN 2 34707 TOTAL FOR FUND 101:			321.14
04/11/2025	GEN 2	34709	BUSINESS SYSTEM SOLUTIONS, INC	ONSITE SUPPORT - STN 1 - STN 2	809.000	261.000	5,140.57
04/11/2025	GEN 2	34710	CINTAS	TWP OFFICE BLACK MATS	805.000	265.000	61.90
04/11/2025	GEN 2	34711	CONSUMERS ENERGY	STREETLIGHTS	920.000	448.000	11,457.36
04/11/2025	GEN 2	34711	CONSUMERS ENERGY	LED LIGHTS	920.000	448.000	5,771.87
				CHECK GEN 2 34711 TOTAL FOR FUND 101:			17,229.23
04/11/2025	GEN 2	34713#	FNBO	WEB DOMAIN RENEWAL, RUG FOR CONF ROOM, MAGNETIC STEEL DRY ERASE BOARD FOR CONF ROOM	809.000	261.000	46.34
04/11/2025	GEN 2	34713	FNBO	WEB DOMAIN RENEWAL, RUG FOR CONF ROOM, MAGNETIC STEEL DRY ERASE BOARD FOR CONF ROOM	963.001	261.000	578.94
04/11/2025	GEN 2	34713	FNBO	WEB DOMAIN RENEWAL, RUG FOR CONF ROOM, MAGNETIC STEEL DRY ERASE BOARD FOR CONF ROOM	727.000	265.000	(41.34)
04/11/2025	GEN 2	34713	FNBO	WEB DOMAIN RENEWAL, RUG FOR CONF ROOM, MAGNETIC STEEL DRY ERASE BOARD FOR CONF ROOM	963.001	265.000	237.44
				CHECK GEN 2 34713 TOTAL FOR FUND 101:			821.38
04/11/2025	GEN 2	34714	FNBO	CLERK CONF	831.000	215.000	859.00
04/11/2025	GEN 2	34715#	FNBO	MML MEMBERSHIP, LUNCH FOR PARKS AND TRAILS	832.000	172.000	425.00
04/11/2025	GEN 2	34715	FNBO	MML MEMBERSHIP, LUNCH FOR PARKS AND TRAILS	812.000	751.000	113.35
				CHECK GEN 2 34715 TOTAL FOR FUND 101:			538.35
04/11/2025	GEN 2	34716	FNBO	CEMETERY FUEL	741.000	567.000	37.87
04/11/2025	GEN 2	34717#	FNBO	PAINT FOR CONF ROOM, CEMETERY FUEL, DOG PARK MAINT	933.000	265.000	102.10
04/11/2025	GEN 2	34717	FNBO	PAINT FOR CONF ROOM, CEMETERY FUEL, DOG PARK MAINT	741.000	567.000	20.00
04/11/2025	GEN 2	34717	FNBO	PAINT FOR CONF ROOM, CEMETERY FUEL, DOG PARK MAINT	973.000	751.000	18.01
				CHECK GEN 2 34717 TOTAL FOR FUND 101:			140.11
04/11/2025	GEN 2	34718	GORDON WATER	TWP OFFICE	808.000	265.000	62.39
04/11/2025	GEN 2	34718	GORDON WATER	TWP OFFICE	808.000	265.000	47.54
				CHECK GEN 2 34718 TOTAL FOR FUND 101:			109.93
04/11/2025	GEN 2	34719	GREATAMERICA FINANCIAL SERVICES	TWP OFFICE COPIERS	808.000	261.000	1,179.65
04/11/2025	GEN 2	34720#	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	101.000	36.00

04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	171.000	9.00
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	172.000	18.00
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	215.000	18.00
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	253.000	18.00
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	257.000	27.00
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	261.000	392.73
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	702.011	443.000	18.00
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	701.000	18.00
				CHECK GEN 2 34720 TOTAL FOR FUND 101:			554.73
04/11/2025	GEN 2	34721#	JACK'S LAWN & SNOWPLOWING, INC	SUBSTATION SNOW REMOVAL	819.000	265.000	760.77
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE LANDSCAPE CONTRACT	819.000	265.000	4,212.59
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	TWP OFFICE SNOW REMOVAL	819.000	265.000	4,212.59
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	DUTTON CEMETERY SNOW REMOVAL	819.000	567.000	315.00
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	BLAIN SNOW REMOVAL	819.000	567.000	315.00
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY SNOW REMOVAL	819.000	790.000	1,620.57
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	LIBRARY LANDSCAPE	819.000	790.000	1,620.57
				CHECK GEN 2 34721 TOTAL FOR FUND 101:			13,057.09
04/11/2025	GEN 2	34724	LAMPHEAR SERVICE COMPANY INC	TWP OFFICES - PUMP BEARING REPAIR - ACTUATOR REPAIR TO REGULATE FRESH AIR	932.000	265.000	442.00
04/11/2025	GEN 2	34727	NEWMARK VALUATION AND ADVISORY, LLC	APPRAISAL REPORT	808.000	701.000	1,000.00
04/11/2025	GEN 2	34730	PLUMMERS DISPOSAL SERVICE	PRARIE WOLF PARK PT	808.000	751.000	199.00
04/11/2025	GEN 2	34732#	ROD WEERSING	MARCH 2025 MILEAGE	817.000	172.000	60.20
04/11/2025	GEN 2	34732	ROD WEERSING	FEBRUARY 2025 MILEAGE	817.000	172.000	48.30
04/11/2025	GEN 2	34732	ROD WEERSING	JANUARY 2025 MILEAGE	817.000	172.000	116.20
04/11/2025	GEN 2	34732	ROD WEERSING	QTR 1 CELL, PARKING, WATER	853.000	172.000	75.00
04/11/2025	GEN 2	34732	ROD WEERSING	QTR 1 CELL, PARKING, WATER	963.001	172.000	12.00
04/11/2025	GEN 2	34732	ROD WEERSING	QTR 1 CELL, PARKING, WATER	727.000	261.000	13.47
				CHECK GEN 2 34732 TOTAL FOR FUND 101:			325.17

04/11/2025	GEN 2	34734	SIEGFRIED CRANDALL VOS & LEWIS	AUDIT	801.000	261.000	16,000.00
04/11/2025	GEN 2	34737	ULINE SHIPPING SUPPLY	BULLETIN BOARD REPLACEMENT FRONT ENTRANCE OF TWP OFFICE	963.001	261.000	700.44
04/11/2025	GEN 2	34738#	VIEW NEWSPAPER GROUP	POSTINGS	901.000	215.000	38.40
04/11/2025	GEN 2	34738	VIEW NEWSPAPER GROUP	POSTINGS	901.000	257.000	142.00
04/11/2025	GEN 2	34738	VIEW NEWSPAPER GROUP	POSTINGS	901.000	261.000	270.00
04/11/2025	GEN 2	34738	VIEW NEWSPAPER GROUP	POSTINGS	901.000	701.000	142.00
				CHECK GEN 2 34738 TOTAL FOR FUND 101:			592.40
04/11/2025	GEN 2	34739	WEST MICHIGAN DOCUMENT SHREDDING LL	SECURE SHREDDING SERVICE	808.000	261.000	40.00
04/23/2025	GEN 2	34741	ACCIDENT FUND	WORKERS COMP	719.000	261.000	1,981.38
04/23/2025	GEN 2	34742	ADOBE INC	1/3 PAYMENT OF SALES ORDER RENEWING ACROBAT PRO SUBSCRIPTIONS	809.000	261.000	1,986.28
04/23/2025	GEN 2	34743#	AMAZON CAPITAL SERVICES	HANGING FILE BOX	727.000	253.000	78.75
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	AA BATTERIES, DRY ERASE MARKERS	727.000	261.000	53.48
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	PING PONG TABLE TENNIS SET	727.000	261.000	19.99
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	ST PATRICK DAY ITEMS FOR STAFF LUNCH	727.000	261.000	82.93
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	FIREFIGHTER CROSS FLAG	727.000	261.000	35.47
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	TWP OFFICE BADGE RETRACTORS AND LANYARDS FOR DOOR SECURITY	727.000	261.000	31.98
				BADGES			
				CHECK GEN 2 34743 TOTAL FOR FUND 101:			302.60
04/23/2025	GEN 2	34744#	BS&A SOFTWARE	PERMIT, PAYROLL, ASSESSING, TAX, BUILDING ONLINE	809.000	215.000	1,194.00
04/23/2025	GEN 2	34744	BS&A SOFTWARE	PERMIT, PAYROLL, ASSESSING, TAX, BUILDING ONLINE	809.000	253.000	1,962.00
04/23/2025	GEN 2	34744	BS&A SOFTWARE	PERMIT, PAYROLL, ASSESSING, TAX, BUILDING ONLINE	809.000	257.000	2,261.00
04/23/2025	GEN 2	34744	BS&A SOFTWARE	PERMIT, PAYROLL, ASSESSING, TAX, BUILDING ONLINE	809.000	701.000	754.00
				CHECK GEN 2 34744 TOTAL FOR FUND 101:			6,171.00
04/23/2025	GEN 2	34745#	DELTA DENTAL	TWP DENTAL	717.000	172.000	146.94
04/23/2025	GEN 2	34745	DELTA DENTAL	TWP DENTAL	717.000	215.000	270.48
04/23/2025	GEN 2	34745	DELTA DENTAL	TWP DENTAL	717.000	253.000	37.03
04/23/2025	GEN 2	34745	DELTA DENTAL	TWP DENTAL	717.000	257.000	216.06
04/23/2025	GEN 2	34745	DELTA DENTAL	TWP DENTAL	717.000	443.000	80.24
04/23/2025	GEN 2	34745	DELTA DENTAL	TWP DENTAL	717.000	701.000	138.71
				CHECK GEN 2 34745 TOTAL FOR FUND 101:			889.46

04/23/2025	GEN 2	34746	ENVIROSCIENCE, INC.	NATURAL RESOURCE INVENTORY	808.000	701.000	2,042.00
04/23/2025	GEN 2	34747	FIRST UNUM LIFE INSURANCE COMPANY	SHORT AND LONG TERM	717.000	261.000	1,439.37
04/23/2025	GEN 2	34748	GORDON WATER	TWP OFFICE WATER COOLER RENTAL AND WATER	808.000	265.000	214.07
04/23/2025	GEN 2	34749	GREATAMERICA FINANCIAL SERVICES	TWP OFFICE COPIERS	808.000	261.000	140.00
04/23/2025	GEN 2	34750	HORIZON COMMUNITY PLANNING LLC	CONSULTATION	808.000	701.000	101.25
04/23/2025	GEN 2	34751	HUIZINGA LAWN SPRINKLING INC	TURN ON AND CHECK SYSTEM, BROKEN HEADS AND LEAKS REPAIRED	808.000	265.000	406.25
04/23/2025	GEN 2	34751	HUIZINGA LAWN SPRINKLING INC	REINSTALL OTTERBINES IN POND	808.000	265.000	984.25
				CHECK GEN 2 34751 TOTAL FOR FUND 101:			1,390.50
04/23/2025	GEN 2	34752	IPM SERVICES	TWP OFFICE PESTS	933.000	265.000	42.00
04/23/2025	GEN 2	34753	JND SNOWPLOWING INC	PAYMENT 7	808.000	446.000	2,571.43
04/23/2025	GEN 2	34753	JND SNOWPLOWING INC	PAYMENT 6	808.000	446.000	2,571.43
				CHECK GEN 2 34753 TOTAL FOR FUND 101:			5,142.86
04/23/2025	GEN 2	34754#	KIM TRIPLETT	CELL PHONE, POP BOTTLE RETURN, FLAGS	817.000	171.000	28.14
04/23/2025	GEN 2	34754	KIM TRIPLETT	CELL PHONE, POP BOTTLE RETURN, FLAGS	853.000	172.000	50.00
				CHECK GEN 2 34754 TOTAL FOR FUND 101:			78.14
04/23/2025	GEN 2	34756	MATTHEW OR EVE WYNALDA	REFUND OF PERMIT FEE	626.000	000.000	150.00
04/23/2025	GEN 2	34758	MINER SUPPLY COMPANY	LIBRARY RESTROOM SUPPLIES	821.000	790.000	279.26
04/23/2025	GEN 2	34759	MODEL COVERALL SERVICE	LIB BLACK MATS	805.000	790.000	72.61
04/23/2025	GEN 2	34763	REVIZE LLC	WEB SITE REVISIONS PLS FORMS AND AI CHATBOT SOFTWARE	809.000	261.000	8,025.00
04/23/2025	GEN 2	34764	ROBERT TERPSTRA	BUSINESS LUNCH	812.000	171.000	45.54
04/23/2025	GEN 2	34765	STAR 2 STAR COMMUNICATIONS	TWP HALL	853.000	265.000	931.59
04/23/2025	GEN 2	34766	VOS GLASS	LIBRARY GLASS REPAIR	933.000	790.000	1,928.76
				Total for fund 101 GENERAL FUND			118,693.52

*#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

05/02/2025 CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2025 - 04/30/2025

205 PUBLIC SAFETY

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 1 ELECTRICAL TAPE, SMALL PART ORGANIZER, AIR CHECK, NAS DRIVER, PAPER TOWELS	727.000	336.003	36.71
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 1 RESTROOM SUPPLIES	727.000	336.003	59.48
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 2 TRASH BAGS, FOOD STORAGE BAGS, COFFEE	727.000	336.003	168.52
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 1 COOKING UTENSILS, PAPER TOWELS, RESTROOM SUPPLIES, COFFEE	727.000	336.003	156.37
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 1 ELECTRICAL TAPE, SMALL PART ORGANIZER, AIR CHECK, NAS DRIVER, PAPER TOWELS	740.000	336.003	77.19
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 1 ELECTRICAL TAPE, SMALL PART ORGANIZER, AIR CHECK, NAS DRIVER, PAPER TOWELS	931.000	336.003	18.99
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 2 SWIVEL	931.000	336.003	99.95
04/01/2025	GEN 2	34686	AMAZON CAPITAL SERVICES	STN 2 AIR HORN REPLACEMENT KIT	931.000	336.003	12.59
				CHECK GEN 2 34686 TOTAL FOR FUND 205:			629.80
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	336.003	249.60
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	336.003	135.26
				CHECK GEN 2 34689 TOTAL FOR FUND 205:			384.86
04/04/2025	GEN 2	34691	BYRON TOWNSHIP TREASURER	STN 1 WATER SEWER	924.000	336.003	241.02
04/04/2025	GEN 2	34692	CONSUMERS ENERGY	STN 1	920.000	336.003	1,228.12
04/04/2025	GEN 2	34693	DINGES FIRE COMPANY	STN 1 FIRE BREAK	740.000	336.003	628.20
04/11/2025	GEN 2	34707	ARROWASTE INC	STN 2	822.000	336.003	56.64
04/11/2025	GEN 2	34707	ARROWASTE INC	STN 1	822.000	336.003	135.03
				CHECK GEN 2 34707 TOTAL FOR FUND 205:			191.67
04/11/2025	GEN 2	34708	AUTOZONE	STN 1 - FLUID FILM PROTECTANT AND LUBRICANT, ANTIFREEZE	931.000	336.003	25.22
04/11/2025	GEN 2	34709	BUSINESS SYSTEM SOLUTIONS, INC	ONSITE SUPPORT - STN 1 - STN 2	809.000	336.003	2,032.12
04/11/2025	GEN 2	34712	FNBO	SHIPPING FOR TURN OUT GEAR REPAIR, ARSON SCHOOL	831.000	336.003	420.75
04/11/2025	GEN 2	34712	FNBO	SHIPPING FOR TURN OUT GEAR REPAIR, ARSON SCHOOL	963.001	336.003	28.28
				CHECK GEN 2 34712 TOTAL FOR FUND 205:			449.03
04/11/2025	GEN 2	34719	GREATAMERICA FINANCIAL SERVICES	STN 1 - COPIERS	808.000	336.003	183.64

04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	336.003	9.00
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	STN 1	819.000	336.003	1,082.33
04/11/2025	GEN 2	34721	JACK'S LAWN & SNOWPLOWING, INC	STN 2 - SNOW REMOVAL	819.000	336.003	1,082.33
				CHECK GEN 2 34721 TOTAL FOR FUND 205:			2,164.66
04/11/2025	GEN 2	34722	K.C. EMERGENCY MEDICAL SERVICE	STN 2 - QUARTERLY ASSESSMENT	816.000	336.003	260.64
04/11/2025	GEN 2	34723	KLEYN MOBILE REPAIR LLC	STN 1 ENGINE 35 BATTERIES, DEF TANK LEAKING, BATTERY BOXE, SCBA RELEASE, MAJOR EMERGEN	931.000	336.003	421.68
04/11/2025	GEN 2	34723	KLEYN MOBILE REPAIR LLC	STN 1 ENGINE 35, BATTERIES, DEF TANK LEAKING, BATTERY BOXES, SCBA RELEASE - EMERGENCY	931.000	336.003	11,866.80
				CHECK GEN 2 34723 TOTAL FOR FUND 205:			12,288.48
04/11/2025	GEN 2	34725	MACQUEEN EMERGENCY	STN 1 - BADGES	776.000	336.003	103.18
04/11/2025	GEN 2	34725	MACQUEEN EMERGENCY	STN 1 - RATCHET	932.000	336.003	68.99
				CHECK GEN 2 34725 TOTAL FOR FUND 205:			172.17
04/11/2025	GEN 2	34726	MES SERVICE COMPANY LLC	STN 2 - REPAIR OF TWO SCBA CYLINDER VALVES AND SCBA HARNESS	932.000	336.003	759.56
04/11/2025	GEN 2	34728	NOORDYK BUSINESS EQUIPMENT	GCTFD COPIERS	808.000	336.003	38.30
04/11/2025	GEN 2	34729	PENN CARE, INC	STN 2 - TRACTION SPLINT	740.000	336.003	124.65
04/11/2025	GEN 2	34731	PURITY CYLINDER GASES INC	STN 1 - MEDICAL PORTABLE OXYGEN	740.000	336.003	15.73
04/11/2025	GEN 2	34733	SAFEWARE INC	STN 2 - EMERGENCY PLUG KIT	979.000	336.003	1,810.00
04/11/2025	GEN 2	34735	THE BDI TEAM	STN 2 - MONTHLY EMS CE TRAINING	931.000	336.003	500.00
04/11/2025	GEN 2	34736	TOTAL FIRE PROTECTION	STN 2 ANNUAL FIRE ALARM MONITORING	808.000	336.003	540.00
04/11/2025	GEN 2	34740	WEX BANK	STN 1 FUEL	741.000	336.003	888.86
04/23/2025	GEN 2	34741	ACCIDENT FUND	WORKERS COMP	719.000	336.003	6,274.37

04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 3 PORT CIGARETTE LIGHTER SPLITTER, SINK CLEANER POWDER	727.000	336.003	17.99
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 COFFEE FILTERS	727.000	336.003	27.49
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 LAUNDRY DETERGENTM, CIRCUIT TESTER, SHOP TOWLS, CREEPER, BULBS, HAND TOWELS,	727.000	336.003	60.66
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 LAUNDRY DETERGENTM, CIRCUIT TESTER, SHOP TOWLS, CREEPER, BULBS, HAND TOWELS,	740.000	336.003	101.71
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 PLASTIC SHEETING	811.000	336.003	92.99
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 3 PORT CIGARETTE LIGHTER SPLITTER, SINK CLEANER POWDER	931.000	336.003	17.88
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 J W SPEAKER LED HEADLIGHT	931.000	336.003	226.77
04/23/2025	GEN 2	34743	AMAZON CAPITAL SERVICES	STN 1 LAUNDRY DETERGENTM, CIRCUIT TESTER, SHOP TOWLS, CREEPER, BULBS, HAND TOWELS,	931.000	336.003	8.94
				CHECK GEN 2 34743 TOTAL FOR FUND 205:			554.43
04/23/2025	GEN 2	34745	DELTA DENTAL	TWP DENTAL	717.000	336.003	1,231.95
04/23/2025	GEN 2	34748	GORDON WATER	STN 2 WATER COOLERR RENTAL AND WATER	808.000	336.003	10.79
04/23/2025	GEN 2	34748	GORDON WATER	COOLER RENTAL	808.000	336.003	85.19
04/23/2025	GEN 2	34748	GORDON WATER	STN 2 WATER AND COOLER RENTAL	808.000	336.003	78.19
				CHECK GEN 2 34748 TOTAL FOR FUND 205:			174.17
04/23/2025	GEN 2	34752	IPM SERVICES	STN 2	933.000	336.003	25.00
04/23/2025	GEN 2	34755	LAMPHEAR SERVICE COMPANY INC	STATION 2 FURNACE DRAIN REPAIR	933.000	336.003	258.50
04/23/2025	GEN 2	34757	MENARDS- WYOMING	GCTFD AUTO GOOP, RATCH WRENCH, TAPES,	740.000	336.003	15.78
04/23/2025	GEN 2	34757	MENARDS- WYOMING	GCTFD AUTO GOOP, RATCH WRENCH, TAPES,	931.000	336.003	25.97
04/23/2025	GEN 2	34757	MENARDS- WYOMING	GCTFD GE ADVANCED W&D SIL	933.000	336.003	21.54
				CHECK GEN 2 34757 TOTAL FOR FUND 205:			63.29
04/23/2025	GEN 2	34760	PENN CARE, INC	STN 1 STERILE WATER BOTTLE	740.000	336.003	30.48
04/23/2025	GEN 2	34762	PURITY CYLINDER GASES INC	MEDICAL OXYGEN STN 1	740.000	336.003	182.98
04/23/2025	GEN 2	34765	STAR 2 STAR COMMUNICATIONS	STN 2	853.000	336.003	470.01
04/23/2025	GEN 2	34767	WONDERLAND TIRE COMPANY	GCTFD MOWER TIRE	932.000	336.003	44.05
				Total for fund 205 PUBLIC SAFETY SAD			34,874.96

05/02/2025

CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2025 - 04/30/2025

549 BUILDING

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
04/01/2025	GEN 2	34689	T-MOBILE	CELL PHONE	853.000	371.000	50.00
04/01/2025	GEN 2	34690	VRIESMAN & KORHORN LLC	MISCELLANEOUS ENGINEERING	808.000	371.000	309.75
04/04/2025	GEN 2	34703	WEST MICHIGAN DOCUMENT SHREDDING LL	SHREDDING	808.000	371.000	37.50
04/11/2025	GEN 2	34704	ALL STAR PRINTING COMPANY	NEON LABELS OCCUPANCY PERMIT LABELS	727.000	371.000	325.00
04/11/2025	GEN 2	34706	APPLIED INNOVATION	CONTRACT BASE RATE	808.000	371.000	52.00
04/11/2025	GEN 2	34720	IDENTIPHOTO	ID BADGES FOR DOOR SECURITY	727.000	371.000	36.00
04/23/2025	GEN 2	34744	BS&A SOFTWARE	PERMIT, PAYROLL, ASSESSING, TAX, BUILDING ONLIN	809.000	371.000	1,288.00
04/23/2025	GEN 2	34745	DELTA DENTAL	TWP DENTAL	717.000	371.000	192.75
04/23/2025	GEN 2	34761	PROFESSIONAL CODE INSPECTIONS INC	ELECTRICAL, MECHANICAL, AND PLUMBING INSPEC	1808.000	371.000	20,880.00
				Total for fund 549 BUILDING INSPECTIONS DEPT			23,171.00

05/06/2025 04:20 PM
User: TRACY
DB: Gaines Township

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 04/01/2025 - 04/30/2025

Page: 1/2

Check Date	Check	Vendor Name	Description	Amount
Bank WSK2 WATER/SEWER CHECKING				
04/24/2025	5878	BYRON GAINES UTILITY AUTHORITY	MARCH GR SEWER USAGE	7,804.94
			FEB GR SEWER USAGE	13,864.07
			WYOMING WATER & SEWER USAGE FEB	235,997.26
			OP EXP JAN 25	46,363.08
			OP EXP, INSP EXP MARCH	46,745.33
			OP EXP, CAP EXP, METERS FEB	106,025.08
				<u>456,799.76</u>
04/24/2025	5879	ETNA SUPPLY	SENSUS ANNUAL MAINT/SUPPORT	4,000.00
04/24/2025	5880	EXTEND YOUR REACH	APRIL BILLING	374.83
04/24/2025	5881	GAINES TOWNSHIP GENERAL FUND	REIMB GF FOR W/S ID BADGES FOR OFFICE AC	18.00
04/24/2025	5882	JASONVILLE, LLC	HOFFMAN MEADOWS 2 WATERMAIN OVERSIZING	79,036.75
04/24/2025	5883	MIKA MEYERS BECKETT & JONES	2025 PAYMENT PLAN INT RATE	400.00
			PERSONNEL ASSISTANCE	3,450.00
				<u>3,850.00</u>
04/24/2025	5884	VRIESMAN & KORHORN	GPS UTILITY PICKUP	2,465.55
			MISC SEWER SYS	1,536.87
			MISC WATER SYS	2,328.25
			MICROSOFT	538.37
			HOFFMAN MEADOWS PH 3	132.75
			PWS CONTRACT 4	540.25
			ALEXANDER TRAILS PH 2	1,702.25
			ALEXANDER TRAILS PH 1	1,243.50
			PWS CONTRACT 3	968.75
			KPS MULTIPURPOSE BLDG	2,566.00
			PWS CONTRACT 2	74.50
			COOKS CROSSING ENCLAVE	111.75
			WATER/SEWER ADMIN	433.50
			RIVER BIRCH PH 4	161.50
			THORNAPPLE FARMS	198.75
			RAPIDS DR EXTENSION	447.00
			ALEXANDER TRAILS LIFT STATION	2,210.25
			STORAGE TANK	935.50
			GPS UTILITY PICKUP	633.25
			MISC SEWER SYS	1,331.51
			MISC WATER SYS	3,851.37
			DUTTON CENTER PH 2	2,142.43
			HOFFMAN MEADOWS PH 3	909.53
			PWS CONTRACT 4	996.75
			ALEXANDER TRAILS PH 2	2,381.03
			ALEXANDER TRAILS PH 1	3,371.45
			PWS CONTRACT 3	1,439.25
			PWS CONTRACT 2	447.00
			DUTTON CENTER	3,169.18
			WATER/SEWER ADMIN	51.00
			STORAGE TANK	610.00
			WATER/SEWER SYS	486.00
				<u>40,415.04</u>

WSCK2 TOTALS:

Total of 7 Checks:

584,494.38

Check Date	Check	Vendor Name	Description	Amount
Less 0 Void Checks:				0.00
Total of 7 Disbursements:				584,494.38

MEMO

Staff Communication

DATE: May 12th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Continental Properties/Authentix Apartments Land Dedication for a Public Park

SUMMARY OF TOPIC: Continental Properties is currently applying for a Planned Unit Development (PUD) on the Verduin property at M-6 and Hanna Lake Avenue. As part of the PUD consideration, they need to show a public benefit to the Township and have offered to dedicate approximately 3.6 acres of usable land for a park, or open space. An overall site plan is attached that shows the proposed land dedication. The site plan has been to Planning Commission three times, and will be seeking final site plan approval on May 22nd. The Board may offer thoughts related to the PUD concept plan for PC consideration.

Specific to the land dedication discussion; Continental Properties has offered to build a parking area to service the area, and desire to open discussion with the Township about what terms of long-term management of the land would be acceptable to the Board of Trustees.

FINANCIAL IMPACT: Construction of parking will be undertaken by Continental Properties. Long-term management of costs related to maintenance of the parking lot and open space areas are currently undetermined.

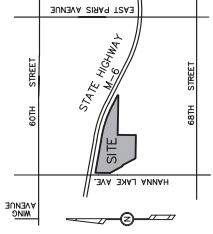
BUDGET ACTION REQUIRED:

N/A

STAFF RECOMMENDATION: Staff recommends Board consideration of this land dedication and give the applicant thoughts on whether this is possible, and what the terms of long-term maintenance should be. Staff have explained to the applicant that the Township currently doesn't have staff to maintain the open space.

Staff would like to point out that public input during the recent Park & Trails Plan and Master Plan updates indicated that adding more open space was a primary concern for residents, and this is a good opportunity to add an easily accessible public park that could be the focus for improvements in the future.

The Planning Commission will be considering the final site plan at the May 22nd meeting and will consider the Boards opinion on land dedication at that time prior to making a decision on the final site plan, and a recommendation on PUD rezoning.



FINAL P.U.D.
SITE DEVELOPMENT PLAN - OVERALL

RE: AUTHENTIX GAMES
CONTINENTAL PROPERTIES
FOR: AUTHENTIX GAMES
W134N8675 EXECUTIVE PARKWAY
MENDOTA FALLS, WI 53051
PART OF THE WEST 1/2, SECTION 2, T2N, R7W, GAMES TOWNSHIP, KENT COUNTY, WISCONSIN

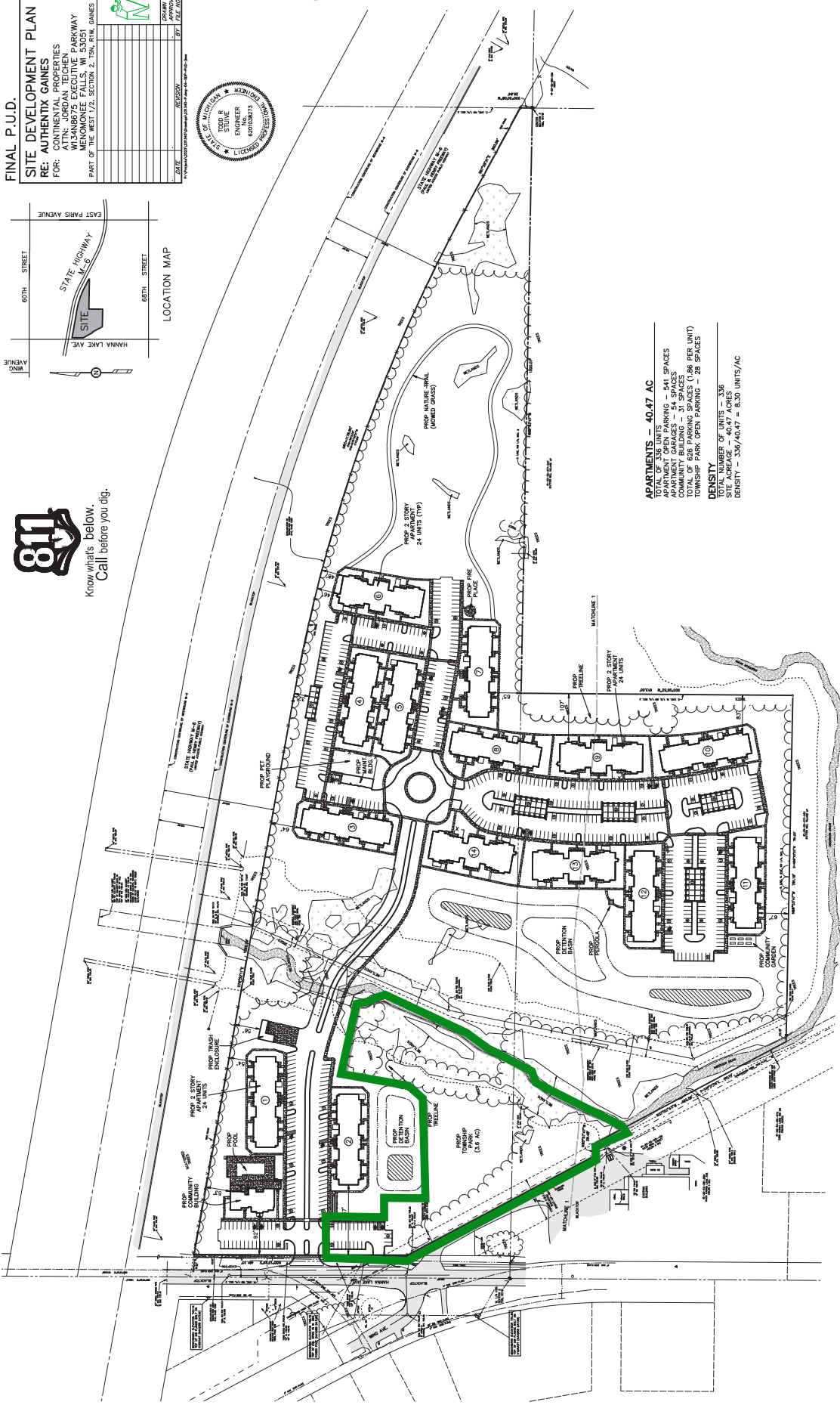
exxcelengineering, inc.
CONSULTING ENGINEERS, LANDSCAPE ARCHITECTS
Phone: (608) 531-2500 www.excelengineering.com

DATE: 04/23/2025	BY: J.E. MOSE	DATE: 04/23/2025	SHEET 4 OF 10
PROJECT: 18"	PROJ. NO.: 18"	PROJ. NO.: 18"	PROJ. NO.: 18"
APPROVED BY: J.E. MOSE	APPROVED BY: J.E. MOSE	APPROVED BY: J.E. MOSE	APPROVED BY: J.E. MOSE

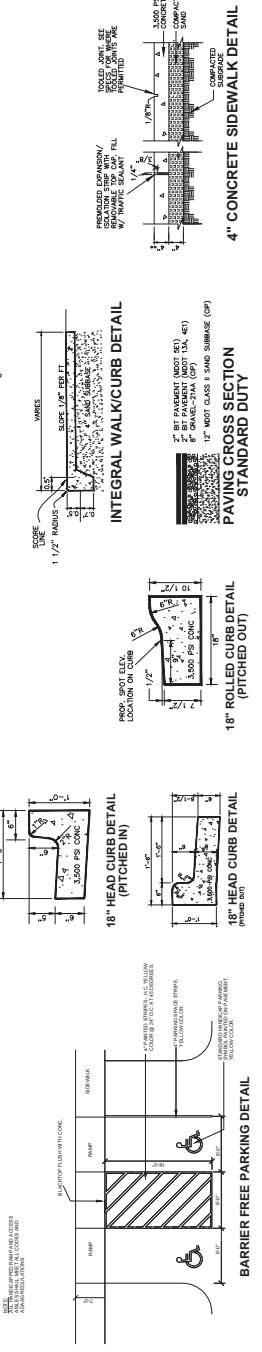


SCALE: 1" = 100'
1" CONTOUR INTERVAL

- LEGEND
- = IRON STAKE FOUND
 - = IRON STAKE SET
 - ▲ = WETLANDS FLAG (NO NUMBER)
 - ⋈ = UTILITY FLAG & GUY WIRE
 - ⋈ = LIGHT POLE
 - ⋈ = SIGN
 - ⋈ = HYDRANT
 - ⋈ = WATERMAIN VALVE
 - ⋈ = WELL
 - ⋈ = MANHOLE
 - ⋈ = MAILBOX
 - ⋈ = TELEPHONE BOX
 - ⋈ = BURIED GAS LINE MARKER
 - ⋈ = BURIED TELEPHONE MARKER
 - ⋈ = FENCE LINE
 - ⋈ = OVERHEAD WIRES



APARTMENTS - 40.47 AC
TOTAL APARTMENT UNITS - 336
APARTMENT GARAGES - 541 SPACES
TOTAL APARTMENT GARAGES - 541 SPACES
TOTAL OF 525 PARKING SPACES (1.86 PER UNIT)
TOWNSHIP PARK OPEN PARKING - 28 SPACES
DENSITY
TOTAL NUMBER OF UNITS - 336
TOTAL AREA - 40.47 AC
DENSITY - 336/40.47 = 8.30 UNITS/AC



MEMO

Staff Communication

DATE: May 12th, 2025

TO: Gaines Charter Township Board of Trustees

FROM: Dan Wells, Community Development Director

RE: Planning Department Fee Schedule

SUMMARY OF TOPIC: The Planning Department requests review of fees and escrow amounts associated with various department activities and recommends some changes based on changes to processes in the zoning ordinance, staff time spent on projects, and comparison to surrounding jurisdiction fee structures.

Suggested changes are shown in red, and new processes are highlighted in yellow on the attached table.

A new category has also been added for review of new shared driveway and private roads, and associated maintenance agreements, which require engineering and legal review, costs for which have been born by the Planning Department up to this point.

FINANCIAL IMPACT: If fees are raised, it will not have a significant impact on Township revenues. If road review fees and escrow are collected, it will pass those costs on to road developers rather than the Township.

BUDGET ACTION REQUIRED:

N/A

STAFF RECOMMENDATION: Staff recommends approval of the proposed fees and escrow amounts. If the amounts recommended by staff are not acceptable, staff requests approval with modifications.

Type of Request	Gaines Township Current		Gaines Township Suggested		Grand Rapids Twp		Byron Twp		Caledonia Twp		Plainfield Twp	
	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *
ZONING REVIEW												
Site Plan Review – PC Review	\$500	\$1,000	\$500	\$1,000	\$750	\$1,250	\$1,000	\$2,000	\$500	\$2,500	\$500.00	\$500.00
Site Plan Review – Administrative Review	\$150	\$500	\$250	\$500	\$350	n/a	\$250	\$1,000	\$250	\$500	\$200.00	\$300.00
General Rezoning or Text Amendment	\$500	\$1,000	\$1,000	\$1,000	\$1,500	\$4,500	\$1,500	\$2,000	\$500	\$2,500	\$500.00	\$500.00
PUD Rezoning	\$1,000	\$2,000	\$1,000	\$2,000	\$1,500	\$4,500	\$1500 + \$500 for final PUD	\$4,500	\$500	\$3,000	\$500.00	\$500.00
PUD Major Amendment	\$1,000	\$2,000	\$1,000	\$2,000	n/a	n/a	\$1,500	\$3,500	\$500	\$2,500	\$500.00	\$500.00
PUD Minor Amendment	\$200	n/a	\$250	n/a	n/a	n/a	\$500	\$1,000	\$250	\$1,500	\$200.00	\$300.00
SLU Permit & Amendment– Residential & Institutional Use	\$150	\$500	n/a	n/a	\$1,500	\$4,500	\$500	\$2,000	\$250	\$1500 for Residential \$500 for accessory building	\$500.00	\$500.00
SLU Permit & Amendment– Non Residential or Non-Institutional Use	\$500	\$2,000	n/a	n/a	\$1,500	\$4,500	\$1,500	\$1,500	\$500	\$2,500	\$500.00	\$500.00
SLU- Preliminary Plan- Ag, Res or Non-Profit			\$150	\$500								
SLU- Preliminary Plan- Business or Industrial			\$500	\$1,000								
SLU Final- Ag, Res or Non-Profit			\$250	\$500								
SLU- Final Plan - Business or Industrial			\$500	\$2,000								
VARIANCE												
Variance – Residential or Institutional Use	\$150	\$500	\$250	\$500	\$350	n/a	\$800	n/a	\$150	n/a	\$200.00	\$300.00
Variance – Non-Residential or Non-Institutional Use	\$500	\$1,000	\$500	\$1,000	\$750	n/a	n/a	n/a	\$450	n/a	\$200.00	\$300.00
Zoning Board of Appeals Special Meeting	\$500	n/a	\$750	n/a	\$1,200	n/a	n/a	n/a	?	?	\$500.00	n/a
Appeal of Zoning Administrator Interpretation	\$150	\$500	\$150	\$500	\$350- Residential \$750 - Other	n/a	\$600	n/a	\$0	\$0	?	?
LAND DIVISIONS												
Plat - Tentative Preliminary	n/a	n/a	\$1,000	\$2,000								
Plat- Final Preliminary Per Phase Review	\$500 + \$5 per lot	\$1,000	\$500 + \$5 per lot	\$1,000	\$1,500	\$4,500	\$500	\$2,000	\$500	\$3,000	\$500.00	\$500.00
Condo- Preliminary Development Review	\$1,000	\$2,000	n/a	n/a	\$1,500	\$4,500	\$500	\$2,000	\$500	\$3,000	\$500.00	\$500.00
Condo- Preliminary Minor or Major	\$500	n/a	\$1,000	\$2,000	\$1,500	\$4,500	N/A	N/A	\$500	\$3,000	n/a	n/a
Condo- Major Final Review	\$750 per phase	\$2,000	\$500 + \$5 / lot per phase	\$1,000								
Land Division	\$50 per new lot	n/a	\$150 per new lot, max \$600	n/a	\$200 per new parcel number	n/a	\$250 PC, \$20 Assessing	Not Listed	?	?	100 + \$50 per if over two	\$300, Optional
Lot Line Adjustment	\$50	n/a	\$150	n/a	\$200 per new parcel number	n/a	\$250 PC, \$20 Assessing	Not Listed	?	?	100 + \$50 per if over two	\$300, Optional
Land Combination	\$25	n/a	\$150	n/a	\$200 per new parcel number	n/a	\$250 PC, \$20 Assessing	Not Listed	?	?	100 + \$50 per if over two	\$300, Optional

Type of Request	Gaines Township Current		Gaines Township Suggested		Grand Rapids Twp		Byron Twp		Caledonia Twp		Plainfield Twp	
	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *
New Shared Drive/ Pvt. Street Review	\$500	\$1,500	\$500	\$1,500	\$750	\$1,250	\$500	\$3,000	\$250	\$1,500	\$500.00	\$500.00
Portable Sign Permit (7-day permit)	\$50	n/a	\$50	n/a			Not Listed	Not Listed			\$35 plus \$50 deposit	n/a
Planning Commission Special Meeting	\$600	n/a	\$750	n/a	\$1,200	n/a	Varies from \$250 to \$500 depending on item	n/a			\$700.00	n/a
Miscellaneous Department Items												
Zoning Permit- Certification of Site Compliance 25.40												
Temporary Sign Permit 24.70												
Zoning Permit- Use/Structure/Site Compliance.												
Zoning Enforcement- Prosecution/Civil Infraction Fee												

GAINES CHARTER TOWNSHIP

GAINES CHARTER TOWNSHIP
8555 Kalamazoo Ave., SE
Caledonia, MI 49316

RESOLUTION No. ____-2025

Whereas, The Charter Township of Gaines has determined it necessary to collect certain fees for directly rendered services, and

Whereas, such fees offset the expenses incurred by the Township relating to such services, and

Whereas, such fees must stay current to effectively cover the related expenses, and

Whereas, The Charter Township of Gaines Board of Trustees shall upon request review and amend a schedule related to such fees,

Therefore, be it resolved, by The Charter Township of Gaines Board of Trustees that the following schedule sets for the fees for such services:

Type of Request	Gaines Township Current		Gaines Township Suggested	
	Application Fee	Escrow Fee *	Application Fee	Escrow Fee *
ZONING REVIEW				
Site Plan Review – PC Review	\$500	\$1,000	\$500	\$1,000
Site Plan Review – Administrative Review	\$150	\$500	\$250	\$500
General Rezoning or Text Amendment	\$500	\$1,000	\$1,000	\$1,000
PUD Rezoning	\$1,000	\$2,000	\$1,000	\$2,000
PUD Major Amendment	\$1,000	\$2,000	\$1,000	\$2,000
PUD Minor Amendment	\$200	n/a	\$250	n/a
SLU Permit & Amendment– Residential & Institutional Use	\$150	\$500	n/a	n/a

SLU Permit & Amendment– Non-Residential or Non-Institutional Use	\$500	\$2,000	n/a	n/a
SLU- Preliminary Plan- Ag, Res or Non-Profit			\$150	\$500
SLU- Preliminary Plan- Business or Industrial			\$500	\$1,000
SLU Final- Ag, Res or Non-Profit			\$250	\$500
SLU- Final Plan - Business or Industrial			\$500	\$2,000

VARIANCE

Variance – Residential or Institutional Use	\$150	\$500	\$250	\$500
Variance – Non-Residential or Non-Institutional Use	\$500	\$1,000	\$500	\$1,000
Zoning Board of Appeals Special Meeting	\$500	n/a	\$750	n/a
Appeal of Zoning Administrator Interpretation	\$150	\$500	\$150	\$500

LAND DIVISIONS

Plat - Tentative Preliminary	n/a	n/a	\$1,000	\$2,000
Plat- Final Preliminary Per Phase Review	\$500 + \$5 per lot	\$1,000	\$500 + \$5 per lot	\$1,000
Condo- Preliminary Development Review	\$1,000	\$2,000	n/a	n/a
Condo- Preliminary Minor or Major	\$500	n/a	\$1,000	\$2,000
Condo- Major Final Review	\$750 per phase	\$2,000	\$500 + \$5 / lot per phase	\$1,000
Land Division	\$50 per new lot	n/a	\$150 per new lot, max \$600	n/a
Lot Line Adjustment	\$50	n/a	\$150	n/a
Land Combination	\$25	n/a	\$150	n/a

New Shared Drive/ Pvt. Street Review	\$500	\$1,500	\$500	\$1,500
Portable Sign Permit (7-day permit_	\$50	n/a	\$50	n/a
Planning Commission Special Meeting	\$600	n/a	\$750	n/a

The forgoing resolution was offered by Board Member _____, supported by Board Member _____.

Upon a roll call vote, the following voted:

AYES:

NAYS:

ABSTAIN:

ABSENT:

The Supervisor declared the resolution adopted.

Michael A. Brew, Clerk

Date

GAINES CHARTER
TOWNSHIP
www.gainestownship.org

MEMO

Staff Communication

DATE: April 30, 2025
TO: Gaines Charter Township
FROM: Rod Weersing, Manager
RE: Termination of Fire and Rescue Services Agreement

SUMMARY OF TOPIC:

Byron Township has submitted notification of their intention to terminate the Fire and Rescue Services Agreement. The Supervisor, Fire Marshall, and I met with Byron Township officials on Monday, April 21, to discuss their plan. At that meeting they informed us that they were planning on having their new fire station “go live” on September 22, 2025. Byron Township provided written notice of their intent on April 21.

The Fire and Rescue Services Agreement requires six (6) months’ written notice for termination of the agreement. The Board will need to decide if they would like to accept the five (5) months’ written notice that was provided by Byron Township, or if they would like to follow the agreed upon language in the agreement.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION:

The Board should consider this request to terminate the fire and rescue services agreement.

April 21, 2025

To: The Gaines Charter Township Board

From: The Byron Township Board

Re: Termination of the Fire and Rescue Services Agreement

We have been given a completion date for our new fire station and want to make you aware that September 22, 2025 is our Go Live date.

The Kent County Dispatch Service will be notified of our intention and will make the change over so that all calls west of Division Ave. will be assigned to our new station.

Our Fire Chief, Bryan Looman, will work with Chief VanHall to establish an adequate Mutual Aid Agreement.

Respectfully Submitted,

The Byron Township Board

MEMO

Staff Communication

DATE: May 5, 2025
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Contract with Professional Health Services, Inc. for Firefighter Physicals

SUMMARY OF TOPIC:

The Fire Chief has requested that the Township change to Professional Health Services, Inc. to provide annual physicals for all firefighters. The fire departments have worked with several occupational health providers over the years for performing physicals. There have been many problems with scheduling and being able to complete the physicals in one day.

PHS has operated in the occupational health industry for the last 60 years. They will be able to complete all physicals in one day. The Fire Chief has vetted them and reached out to their references and received good feedback. One of their references is Cascade Township.

This is a one-time contract for services in the amount of \$18,802.00.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends that the Board approve the request to engage Professional Health Services, Inc. to perform the annual firefighter physicals for 2025 at the cost of \$18,802.00.

To	Test Site	From
Ken Van Hall	Gaines Charter Township Fire	Michael Kleinman
Gaines Charter Township Fire De	Cutlerville Fire Department	(610) 853-1330 x111
Cutlerville Fire Department	11-68th Street SW	mkleinman@phsmobile.com
11-68th Street SW	Grand Rapids, MI 49458	
Grand Rapids, MI 49458		
(616) 788-9436		

Salesperson	P.O. Number	Payment Terms	Due Date
Michael Kleinman		Net 30	Jul 30, 2025

1

Program Specifications	Quantity
------------------------	----------

Approximate Number of Participants	31
Number of Technicians Required	4
Number of Nurse Practitioners Required	2
Days Required on Site	1
Exams Scheduled/Day	31
Flow Rate: (per hour)	4

Daily Equipment, Labor & Administration Charges	Quantity	Unit Price	Ext Price
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Program Setup/Travel Charge	1	\$800.00	\$800.00
Daily Equipment Charges	1	\$3,600.00	\$3,600.00
Daily Labor Charges - 3 Technicians	1	\$1,950.00	\$1,950.00
Daily Labor Charge Respirator Fit Technician	1	\$1,500.00	\$1,500.00
Daily Labor Charge - Two Nurse Practitioners	1	\$3,200.00	\$3,200.00
Daily Equipment Usage - PHS On-Board Generator (If Required)	1	\$250.00	\$250.00
Overtime Rate Mobile Unit & 4 Technicians	TBD	\$750.00	
Overtime Rate Per Nurse Practitioner	TBD	\$185.00	

Exam Element Descriptions & Charges	Quantity	Unit Price	Ext Price
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Work & Medical History (Comprehensive)	31	\$3.00	\$93.00
PA Chest X-Ray	31	\$25.00	\$775.00
X-Ray Comparative Reading (Abnormal X-Rays)	TBD	\$18.00	
Pulmonary Function Profile	31	\$8.00	\$248.00
Audiometric Examination	31	\$2.00	\$62.00
Visual Acuity with Peripheral	31	\$2.00	\$62.00
Cardiogram, resting	31	\$8.00	\$248.00
Blood Pressure/Height/Weight/BMI	31		
LabCorp Profile #240927 Chem 23/CO2/CBC/UA	31	\$22.00	\$682.00
LabCorp Profile #010322 PSA (Males 40 yrs +)	TBD	\$16.00	
LabCorp Profile #002303 CA-125 (Ovarian Cancer Screen)	TBD	\$15.00	
LabCorp Profile #024059 Thyroid Panel: T3 Uptake/T4 Total/TSH	31	\$16.00	\$496.00
LabCorp Test #120188 Lipoprotein A	31	\$24.00	\$744.00
LabCorp Test #167015 Apolipoprotein B	31	\$14.00	\$434.00
LabCorp Test #123283 Lp-PLA2 Activity	31	\$38.00	\$1,178.00

Exam Elements (cont)	Quantity	Unit Price	Ext Price
TB Blood test (T-Spot)	31	\$65.00	\$2,015.00
Quantitative Respirator Fit Testing	31	\$5.00	\$155.00
Physical Examination	31	\$10.00	\$310.00
Fire Fighter Clearance #4714E - Respirator/PPE			
Fire Fighter Clearance #4714F- Fitness For Duty			

TOTAL	\$18,802.00
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Notes

Reports Included No Additional Charge
For Individual Employees c/o Site Contact:
Individual Employee Reports with cover letter in confidential envelope

For Fire Chief or Site Contact:
Master Summary Report Included
Participation Summary Report, without clinical data, Pass/Fail for clearances
Respirator Fit Test Summary Report
One set of Medical Clearance Statements

Data Management of Patient Information Includes:
Storage of Medical Information & X-Rays
Copying and mailing an x-ray on a request basis
Copying and mailing an employee report on a request basis

To accept this quotation, sign here and return: _____

Thank You For Your Business!

MEMO

Staff Communication

DATE: May 5, 2025
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Bad Day Industries Contract for EMS Continuing Education Training and Services

SUMMARY OF TOPIC:

The Fire Chief has requested that the Township contract with Bad Day Industries, LLC to perform medical education consultation services. BDI will provide monthly hands-on EMS continuing education services and supplement online LMS Training. BDI has been providing training one Saturday per month, over the last four months, and the Fire Chief has received great feedback on their training.

BDI will provide the ability to run classes with the GCTFD EMS instructors as needed. They will also provide bi-annual CPR recertification as well as managing all state-required paperwork and inspections.

This would be a renewal of a three-year contract with an established fee structure for administration and training as needed.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends the approval of this request to contract with Bad Day Industries, LLC. for a three-year contract to provide EMS continuing education and services.

Contract for Medical Education Consultation Services

Contract for Medical Education Consultation Services for the Gaines Township Fire Department to be provided by Bad Day Industries, LLC – BDA as The BDI Team (BDI) following all policies and administrative rules of the Michigan Department of Health and Human Services – Bureau of Emergency Preparedness, EMS, and Systems of Care (department). All instructors under this agreement will execute their duties as employees of the Dutton or Cutlerville Fire Departments. This contract should not be viewed as an employment agreement between the instructors of the client departments and The BDI Team. The client and BDI will collectively address any complaints or identified breaches of acceptable instructor performance.

Scope of Work;

- Program Sponsor for continuing and initial EMS Education
 - o Execution of Initial Education to be provided exclusively by the BDI Team.
 - o Instruction of Continuing Medical Education to be provided by either
 - Client-employed and prior identified instructors -or-
 - BDI instructional Cadre as listed on Program Sponsor approval (for a separate fee)
 - o Maintenance of CME offerings in a 'Blue-Book' of pre-approved lesson plans to be offered at any time in accordance with Department, Client, and BDI policies.
 - o Reporting according to department policies
- American Heart Association (AHA) CPR training administration
 - o AHA Training Site initiation and administration
 - o AHA Instructor Certification management (renewal)
 - o AHA individual e-card issuance

Compensation

- Annual Administrative Fee (\$1,200)
- CME Fee per session of class administered (\$110)
- CME Fee per hour of BDI Instruction (\$135/hour)
- New CME Catalog Additions (\$200)
- AHA Course Administration Fee (\$50 per roster)
- AHA Card Costs
 - o Actual individual cost per card

Conditions:

After each event, either CME or AHA course;

- The Client Representative will submit the following electronically
 - o The roster of attendees (signed by each attendee and the instructor)
 - The representative will ensure that appropriate documentation is completed legibly.
 - o Evaluation forms from attendees
 - o Any other records related to the session
 - o A copy of the lesson plan used (for pre-approved CME)

- The BDI team will
 - Issue Chit Sheets to all confirmed participants -or-
 - Issue AHA e-Cards to all confirmed participants
 - File all records according to MDHHS BETP Policy -or-
 - File all records according to AHA training center policy
 - Complete the electronic record for all events on the shared drive
 - Invoice the client monthly for services rendered

Term:

Three Years from the date signed below.
Annual fee due by 31-Jan each year

Signed:

The BDI Team

W. Mel Oakley III
Owner/Director

Gaines Charter Township

Rod Weersing
Township Manager

MEMO

Staff Communication

DATE: May 7, 2025
TO: Gaines Charter Township
FROM: Rod Weersing, Township Manager
RE: Clean Up and Hydroseeding at Blain Cemetery

SUMMARY OF TOPIC:

Along the west side of the new loop driveway at Blain Cemetery there is an area that needs to be cleared of weeds and growth and then hydroseeded. This area has been brush hogged over the years to knock down the growth, but it has never been prepared for regular mowing. With the new driveway in place, this area will be open for grave sales and needs to be cleaned up and made mowable to accommodate burials and visitors.

The Township engineer reached out to several companies and asked them to look at this project. He received two bids in response. The low bid was from H&K Landscaping, Inc, in the amount of \$10,155.00.

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends that the Board approve the low bid from H&K Landscaping, Inc.



April 21, 2025

Nate Bosma
Vriesman & Korhorn

nbosma@vkcivil.com
(616)260-5960

WE HEREBY SUBMIT SPECIFICATION AND ESTIMATES FOR INSTALLING A NEW LAWN

*** Cross out any services you do not want ***

<u>Description</u>	<u>Amount</u>
--------------------	---------------

PROJECT: BLAIN CEMETERY

Complete prep and Hydroseed with discussed seed mix (approx 43,560 sq. ft.)	\$13,070
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\$750 discount if re-staking happens after hydroseeding but must be noted on the returned quote.

Options:

Compete kill-off of existing sod	\$ 500
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3 Apps of Fertilizer proposed area	\$ 1,300
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NOTE: Property line must be cleaned up 7' high, 6' past last West pin/stake branches removed or work will be done and charged at \$150/hr

Thank you for the opportunity to quote this work for you. All work to be completed according to this proposal in a professional manner according to industry standards. We have been in business since 1985 and have worked hard to establish a reputation for quality. We look forward to showing you that it is well deserved. To accept this proposal please sign on the bottom of this form and return it to us by mail (1550 140th Ave Wayland, MI) or email bryan.prolawn@gmail.com.

We require a deposit of 50% before work begins and the remaining 50% will be billed after the work is completed and is due upon receipt.

Sincerely, Bryan Helder

ACCEPTANCE OF PROPOSAL

I fully understand and accept this proposal as written. You are authorized to do the work as specified and payment will be made as outlined.

Date: _____ Authorized Signature: _____

a finance charge of 1.5% will be applied to invoices over 30 days *** Quote valid for 30-days

ESTIMATE

H&K Landscaping, Inc.
7330 Tylerwood court
Hudsonville, MI 49426

bretthkland@gmail.com
+1 (616) 291-4622

Bill to
Vriesman and Korhorn

Ship to
Vriesman and Korhorn

Estimate details
Estimate no.: 1499
Estimate date: 04/02/2025

P.O. Number: Blain Cemetary

#	Date	Product or service	Description	Qty	Rate	Amount
1.		round	Roundup spray herbicide application	1	\$325.00	\$325.00
2.		grhs	Prep and Hydroseed disturbed area	39000	\$0.22	\$8,580.00
3.		dr	Drill seed before Hydromulch. (Best results for non irrigated areas, option if desired)	1	\$800.00	\$800.00
4.		str2	High velocity blanket. (Blanket to be applied along west side of drive to control surface runoff and watershed from east plot)	300	\$1.50	\$450.00
Total						\$10,155.00

Note to customer

Starter fertilizer will be applied at time of seeding, additional applications reccommended 4-6 weeks after seeding. Fertilizer should be applied before rain to avoid burning turf.

Accepted date

Accepted by



**GAINES CHARTER TOWNSHIP
PARKS AND TRAILS COMMITTEE
RESOLUTION No. 2025-__**

At a regular meeting of the Parks and Trails Committee of Gaines Charter Township, held at the Township Hall, 8555 Kalamazoo Avenue, SE, Caledonia, MI 49316, on March 5, 2025, there were:

MEMBERS PRESENT: D Lehmann, K VanderStel, S Maier, L Lemke, B Diemer, S Woltjer, B Terpstra
OTHERS PRESENT: D Wells, D Swan, S Bruursema, R Weersing
ABSENT: L Crumback (with notice)

The following resolution was authored by all present members of said Committee:

Whereas, the Committee recognizes the need to establish regularly scheduled maintenance and improvements of Township trails and park areas.

Whereas, the Gaines Charter Township Parks and Trails Committee (the “Committee”) fully supports the development of a Parks and Grounds /Public Works Department.

Therefore, be it resolved, the Committee recommends the Board of Trustees of Gaines Charter Township establishes a Parks and Grounds/Public Works Department.

A motion to accept the foregoing resolution was offered by Board Member _____, supported by Board Member _____.

Upon a roll call vote, the following voted:

AYES:

NAYS:

ABSTAIN:

ABSENT:

The Supervisor declared the resolution adopted.

Michael A. Brew, Clerk

Date

GAINES CHARTER
TOWNSHIP
www.gainestownship.org

MEMO

Staff Communication-ACTION REQUIRED

DATE: May 8, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Emmons Lake Drain Assessment Pre-pay

SUMMARY OF TOPIC:

The Township received the attached letter from County Drain Commissioner, Ken Yonker.

The purpose of this letter is to give the Township the option to pay our assessment in full, or to opt for the 15-year payment plan (with interest).

As the letter shows, our assessment if paid in full is \$35,319.08. Should we opt for the 15-year payment plan, the total cost with interest is \$52,780.27.

The County prefers if the 15-year payment plan is chosen, payments be made for the entire 15 years (prefer no early pay for bookkeeping purposes). The projected interest cost is \$17,461.19 at an estimated interest rate of 5.5% annually.

FINANCIAL IMPACT:

The 2025 budget includes \$40,000.00 for all contracted services related to drain work. This project was not included in that budget amount. Paying the assessment in full could require a budget amendment at year end.

BUDGET ACTION REQUIRED:

None at this time

STAFF RECOMMENDATION:

Staff recommends the Board review the options and decide if they would prefer to pay the lump sum now or take the payment plan with the associated interest.



OFFICE OF THE DRAIN COMMISSIONER

Kenneth J Yonker, Drain Commissioner

GAINES CHARTER TOWNSHIP
ROBERT TERPSTRA
8555 KALAMAZOO AVE SE
CALEDONIA, MI 49316

May 6, 2025

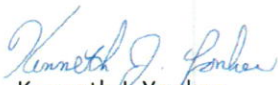
RE: Emmons Lake Drain Assessment Pre-pay

The Day of Review of Apportionments was on Thursday, April 24, 2025. Below are the final Assessment Costs for your property. The Total Cost can be paid in full without interest until May 22, 2025. Otherwise, the Total Cost will be spread over the next 15-years with interest and be placed on your winter property tax bill as a special assessment. This is not an obligation to pay in full but an opportunity to save in interest.

If you would like to pay the total amount without incurring interest, then please mail a check payable to Kent County to our office **before Thursday, May 22, 2025**. An addressed envelope is included for your use. Unfortunately, we cannot take electronic payments. After May 22, 2025, an estimated 5.5% annual interest will be applied.

If you have questions, please contact this office.

Respectfully,


Kenneth J. Yonker

Please tear and include with payment. **Make checks payable to Kent County**

Your apportionment % and costs associated with the Emmons Lake Drain are shown below:

Parcel Number:

Parcel Address:

Apportionment %: 0.787%

Total Cost: \$35,319.08 ****Pay in Full Amount by 5/22/2025**

Otherwise, this will be the annual cost on the Winter Tax for the next 20-years:

15-year Annual: \$3,518.68

Total Cost w/ interest \$52,780.27

MEMO

Staff Communication-ACTION REQUIRED

DATE: April 29, 2025
TO: Gaines Charter Township
FROM: Rod Weersing, Manager
RE: Fireworks Display Application – Crystal Springs

SUMMARY OF TOPIC:

Staff received an application from Jennifer Campau (Wolverine Fireworks Display, Inc.), to conduct a 4th of July fireworks display at Stonewater Country Club (7177 Kalamazoo Ave) on July 3, 2025 (rain date 7/6/25).

Staff has received all required paperwork (attached following this memo):

- Application for Fireworks Other Than Consumer or Low Impact
- Permit for Fireworks Other Than Consumer or Low Impact (to be signed by local unit of government).
- Certificate of Liability Insurance - Additional Insured information included
- List of type of fireworks to be used

This annual fireworks event is put on in coordination with the Crystal Springs Property Owner's Association and is greatly anticipated and enjoyed by the residents of Gaines Township.

Coordinators of the event will work with local fire fighting and policing units.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Township Board approve the application, as all required paperwork has been received.

**FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY**

The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

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Application for Fireworks Other Than Consumer or Low Impact

[illegible]

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - Display Fireworks – 1.3G fireworks for professional use only
 - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - Public Display – a fireworks display that is open to all persons for viewing.
 - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage – indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the [Michigan Fireworks Safety Act, PA 256 of 2011](#), [MCL 28.466, Section 16](#).
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.

2025 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, nationality, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act you may make your needs known to this Legislative Body of City, Village or Township Board.
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This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) ☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks ☐ Public Display ☐ Private Display ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Wolverine Fireworks Display, Inc.		AGE (18 YEARS OR OLDER) ☒ YES ☐ NO
ADDRESS OF PERSON PERMIT ISSUED TO 205 W. Seidlers Rd., Kawkawlin, MI 48631		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION Crystal Springs Property Owners Association		
ADDRESS PO Box 888166, Kentwood, MI 49588		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)		
EXACT LOCATION OF DISPLAY OR USE Stonewater Country Club, 7111 Kalamazoo Ave SE, Caledonia, MI 49316		
CITY, VILLAGE, TOWNSHIP Gaines Charter Township	DATE 7/3/25 RD: TBD	TIME 10:00 PM
BOND OR INSURANCE FILED ☒ YES ☐ NO		AMOUNT \$10,000,000.00

Issued by action of the Legislative Body of a	
☐ City ☐ Village ☐ Township of _____ on the _____ day of _____	
(Signature and Title of Legislative Body Representative)	

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/14/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Partners Group Ltd 1111 Lake Washington Blvd N. Suite 400 Renton WA 98056	CONTACT NAME: Janet Nau PHONE (A/C, No, Ext): 425-455-5640 E-MAIL: jnau@tpgrp.com ADDRESS: jnau@tpgrp.com FAX (A/C, No): 425-455-6727														
INSURED Wolverine Fireworks Display, Inc. 205 West Seidlers Road Kawkawlin MI 48631	INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A : Everest Indemnity Insurance Co</td><td>10851</td></tr><tr><td>INSURER B : Everest Denali Insurance Company</td><td>16044</td></tr><tr><td>INSURER C : Arch Specialty Insurance Company</td><td>21199</td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></tbody></table>	INSURER	NAIC #	INSURER A : Everest Indemnity Insurance Co	10851	INSURER B : Everest Denali Insurance Company	16044	INSURER C : Arch Specialty Insurance Company	21199	INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES

CERTIFICATE NUMBER: 386629204

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC	Y	GC10010148251	2/1/2025	2/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS		GCD0010062251	2/1/2025	2/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$	☐ OCCUR ☐ CLAIMS-MADE	UXP104806303	2/1/2025	2/1/2026	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N / A				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Excess Liability - Occurrence		GC10010148251	2/1/2025	2/1/2026	Each Occurrence \$5,000,000 Aggregate \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured per form ECG 20592 0509 attached:
Gaines Charter Township, Stonewater Country Club, Watermark Properties
Date of Event: 7/3/25 RD: TBD
Display Location: Stonewater Country Club, 7111 Kalamazoo Ave SE, Caledonia, MI 49316

CERTIFICATE HOLDER

CANCELLATION

Crystal Springs Property Owners Association
PO BOX 888166
Kentwood MI 49588
United States

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Crystal Springs

\$7,800 Proposal includes Labor, Insurance and Taxes

Opening Show

2	50 Shot	Half Color Half Salute
---	---------	------------------------

Main Show

72	3"	Lidu Assorted W/Tails (A)
10	3"	Dragon Head Eggs w/Silver Whistles
72	3"	Flower King Assorted Shells
36	3"	Sunny Assorted Shells
190		

36	4"	Nishi Pyro Assorted Shells
7	4"	Red Spiral Ring
36	4"	Flower King Assorted Shells
36	4"	Sunny Assorted Shells
115		

Mid-Show

2	100 Shot	Fan Shape, Whistle
1	36 Shot	2.5" Coconut Tree w/Tail
1	25 Shot	3" Mixed Shots

Grand Finale

120	2"	Flower King Color and Report Finale 12/1
100	2.5"	Red, White, Blue Finale 10/1
144	3"	Hekou Color & Report Finale 12/1

Wolverine FIREWORKS

205 West Seidlers Rd. • Kawkawlin, MI 48631
Phone: 989.662.0121 • Fax: 989.662.0122

Display, Inc.

Visit us at www.wolverinefireworks.com

MEMO

Staff Communication-ACTION REQUIRED

DATE: April 29, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Manager
RE: Karin's Horse Connection – Hearts and Hooves Event

SUMMARY OF TOPIC:

Therapeutic Horse Connection (DBA Karin's Horse Connection) is requesting a special event liquor license for an event on September 20, 2025. The Hearts and Hooves event raises scholarship funds for individuals with special needs and vaulting students to help offset the cost of riding lesson tuition.

The benefit will take place from 5:00PM – 8:00PM. Guests will be served a professionally catered dinner, live music, local craft beer and wine, demonstrations from students, and a special "Running of the Horses" event. The event will also have a live and silent auction. Maps and diagrams, provided by the applicant, are included in this packet. This will be an adult only event, and guest will be required to purchase tickets online (<https://legacyhorses.com/karins-horse-connection/hearts-hooves-scholarship/>). As guests check-in they will receive two (2) drink tickets, which they can redeem at a staffed bar.

The State Liquor Commission will issue the license once they receive approval from the Kent County Sheriff's Department, who requires local governing body approval before they make their determination.

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board approve this special event liquor license request.



Michigan Department of Licensing and Regulatory Affairs

Liquor Control Commission (MLCC)

Mailing Address: P.O. Box 30005, Lansing, MI 48909

Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: Therapeutic Horse Connection dba Karin's Horse Connection		
Applicant address: 8001 Patterson Ave. SE		
City: Caledonia		Zip Code: 49316
Contact name: Leoni Baier	Phone: 616-822-6673	Email: Lbaier406@gmail.com
Alternate contact name:	Phone:	Email:
1. Has the applicant organization previously received a Special License? ☒ Yes ☐ No		Leave Blank - MLCC Use Only
<i>Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division.</i>		
<i>Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan issued by the Michigan Corporations Division.</i>		
2. Has the applicant organization been established for one (1) year or longer? ☒ Yes ☐ No		
Date the applicant organization was established (month/day/year): _____		
3. Is the applicant organization a municipality? ☐ Yes ☒ No		

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 8001 Patterson Ave. SE	
City, township, or village where event will be held: Caledonia	County: Kent 
1. Will you submit your completed application at least ten (10) business days before your event? ☒ Yes ☐ No	
<i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i>	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? ☒ Yes ☐ No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) ☐ Yes ☐ No	
4. Is the event location within 500 feet of a church or school? ☐ Yes ☒ No	
If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5)	
5. Is the event location outdoors or partially outdoors? ☐ Yes ☐ No	
If Yes, list the exact dimensions of the outdoor area:	
Submit a clear diagram of the outdoor service area with your application form.	
200	feet X 250 feet = square feet
Width	Length
Describe type and height of the barrier that will be used to enclose the outdoor area:	
The area is enclosed by pasture fencing which is 4.5ft in height	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons:	
This is an adult only event in which each registered person receives two drink tickets. IDs will be checked at sign in. By handing out drink tickets we enforce a 2 drink maximum. We will have 10+ staff monitoring the event as well.	

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? ☐ Yes ☒ No
If Yes, attach a copy of your documentary proof of approval to use the state owned land.

8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? ☐ Yes ☒ No
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)

9. Will the event(s) involve an auction of donated wine? ☐ Yes ☒ No
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

10. Will marijuana be sold and consumed under a Temporary Marijuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed? ☐ Yes ☒ No

11. Is the event location within the commons area of a Social District? ☐ Yes ☒ No
If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to [MCL 436.1551\(3\)](#). Submit the documentation and the diagram with this application.

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date.** **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	9/20/2025		Describe event being held: The Hearts & Hooves Benefit Event includes a catered dinner, live music, auction to raise funds for our therapeutic horseback riding and vaulting programs.
	Date		
	5:00pm	8:00pm	
	Start Time	End Time	
Special License will be used for: ☒ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
Is this date a Sunday? ☐ Yes ☒ No			If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

2			Describe event being held:
	Date		
	Start Time	End Time	
Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
Is this date a Sunday? ☐ Yes ☐ No			If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

3			Describe event being held:
	Date		
	Start Time	End Time	
Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
Is this date a Sunday? ☐ Yes ☐ No			If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

4			Describe event being held:
	Date		
	Start Time	End Time	
Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
Is this date a Sunday? ☐ Yes ☐ No			If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

5			Describe event being held:
	Date		
	Start Time	End Time	
Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
Is this date a Sunday? ☐ Yes ☐ No			If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No

6			Describe event being held:
	Date		
	Start Time	End Time	
Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
Is this date a Sunday? ☐ Yes ☐ No			If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No



Michelle LaJoye-Young
SHERIFF

Bryan Muir
UNDERSHERIFF

**LOCAL GOVERNING BODY
RECOMMENDATION FOR SPECIAL LICENSE**

Applicant Name: _____

Address: _____

To be held at: _____

Date: _____

For the sale of: _____

To the Sheriff of Kent County:

As the governing body of _____,

it is our opinion the issuing of this license would not conflict with any local ordinance and

hereby request your approval.

Signed: _____

Title: _____

Date: _____

cs 01/2024

Legacy Stables
Hearts + Hooves
2024

check in

tent
outside

140'

4ft wooden wall perimeter

emergency
exit

entrance/
exit

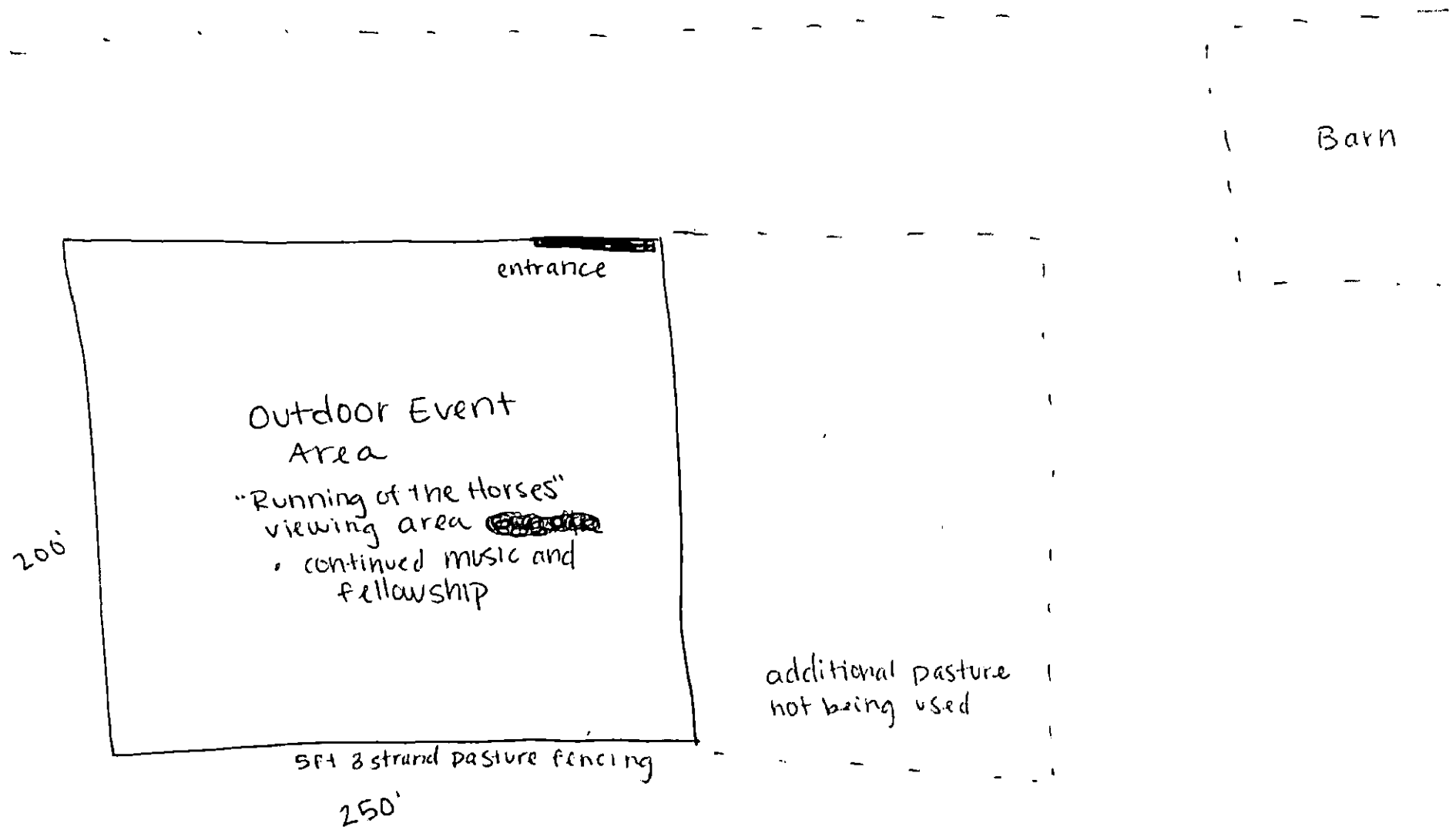
72'

entrance/
exit

Indoor Horseback
Riding Arena

Food - Live + silent auctions -
Live music - Beer + wine -
student Demonstrations

additional pasture
not being used



Hearts & Hooves 2024
outdoor location

Legacy Stables
Hearts + Hooves
2024

check in

tent
outside

140'

4 ft wooden wall perimeter

emergency
exit

entrance/
exit

72'

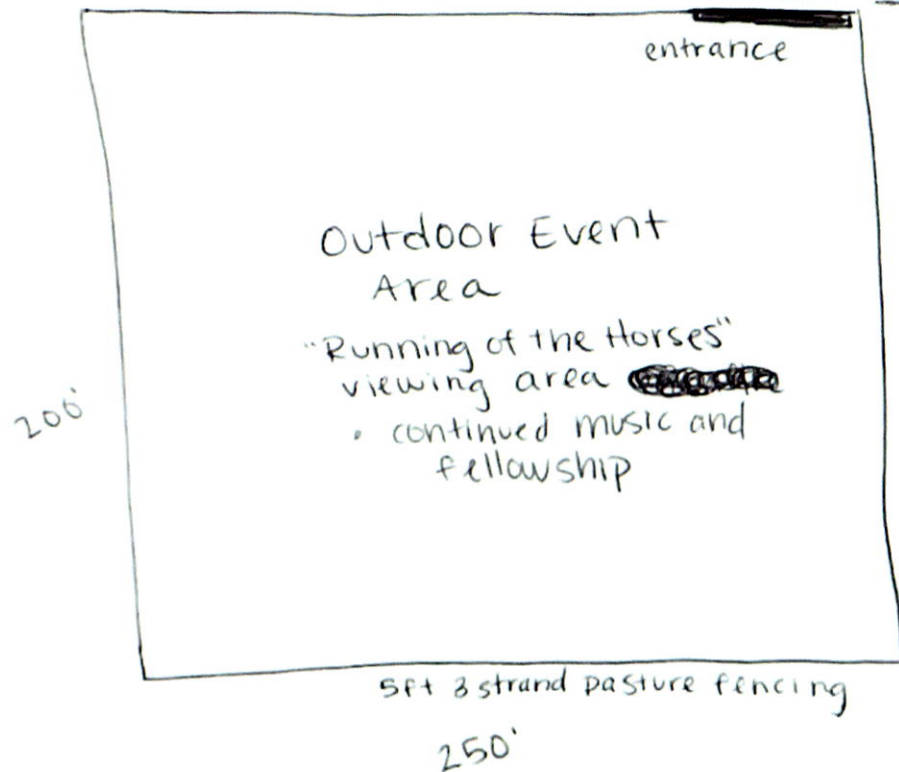
entrance/
exit

Indoor Horseback
Riding Arena

Food - Live + silent auctions -
Live music - Beer + wine -
student Demonstrations

additional pasture
not being used

Barn



additional pasture
not being used

Hearts & Hooves 2024
outdoor location

MEMO

Staff Communication-ACTION REQUIRED

DATE: May 2, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Rod Weersing, Township Manager
RE: Road Closure Request – Little Firecracker Parade

SUMMARY OF TOPIC:

Staff received a request to close several streets in Crystal Springs for the 5th annual Little Firecracker (kids) Parade.

Coordinators would like to hold the parade July 5, 2025, between 9:30AM to 12:30PM. A map of the proposed map and road closures is attached (note this is the same route as years past). An alternate rain date of July 6th has been set.

The Kent County Road Commission requires that the Township review such requests and then file an application with the Road Commission if the Board agrees with the request.

Both the Sherriff Department and fire services will be advised of the event.

FINANCIAL IMPACT: NONE

BUDGET ACTION REQUIRED: NONE

STAFF RECOMMENDATION:

Staff recommends the Board approve the road closure request.

GAINES CHARTER
TOWNSHIP
www.gainestownship.org

MEMO

Communication

DATE: May 5, 2025
TO: Gaines Charter Township Board of Trustees
FROM: Bob Terpstra, Township Supervisor
RE: Vision Statement/Mission Statement

The brainstorming meeting we had on April 28th was highly informative and productive. I thank each of you for your much appreciated input.

I have attached copies of the posters we worked with, changed to include the information gathered on the 28th.

You will be asked to determine your choice of two (2) of our Vision/Mission statements at the May 12, 2025 meeting.

This is not only a big decision, but potentially a Township changing decision. Our Vision/Mission Statement will create priorities and point us toward future goals.

WHICH INSPIRES YOU?

WHICH REFLECTS MEANINGFUL LEGACY?

BLUE

VISION STATEMENT (Short Version)

Connecting community, honoring heritage, ensuring accessibility, and fostering quality living.

MISSION STATEMENT (Short Version)

We are committed to a community-focused township that engages residents, fosters balanced growth, and creates unique opportunities for all.

VISION STATEMENT (Long Version)

A thriving and connected community where families flourish heritage is honored, and accessibility paves the way for a vibrant future. Committed to quality living today and tomorrow, we strive to create an inclusive and welcoming environment for all.

MISSION STATEMENT (Long Version)

Our mission is to foster a thriving, community-focused environment through strategic planning, accessibility, and adaptability. We are committed to engaging residents, promoting balanced growth, and creating a variety of unique opportunities that enhance the quality of life. By being responsive to our residents, we strive to develop opportunities, deepen roots, and ensure a vibrant future for all who call Gaines Charter Township home.

RED

VISION

Gaines Charter Township provides quality living for generations to come.

MISSION (Long)

The purpose of Gaines Charter Township is to create a hospitable, responsible, and efficient environment for residents, business owners, and community partners, so they can thrive for generations.

MISSION (Short)

Residents Respected, Resourceful Funding, Quality Life

Statement Currently on our Website

Residents of **Gaines Charter Township** enjoy a diverse, dynamic community which places a high value on family life, good moral standards, a sense of community and a desire to enrich the lives of all its residents.

Light Blue Highlight indicates staff choices



INTERNAL

FONT – currently
standard font for
entire website is
Times New Roman 16

HOW CAN OUR BRAND CREATE VALUE AND PROMOTE OUR VISION & MISSION?

WHY DO WE WANT TO STAY IN GAINES?



VISION

TAGE LINE – **catchy/easy to remember**



MISSION

IMAGES – **Enrich the Township Story**
(sculptures/wearables)

COMMENTS/SUGGESTIONS

- **One word or couplet to describe what we want to be true for GCT**
 - **Digital signage**
 - **New Logo**

NEXT STEP

Hire a consultant to complete:

- **Create brand (LOGO)**
 - **Colors**
 - **Tagline**
 - **Images**

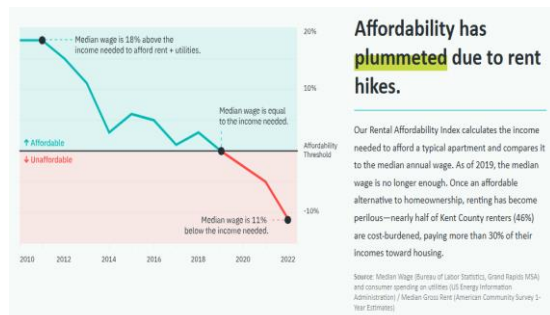
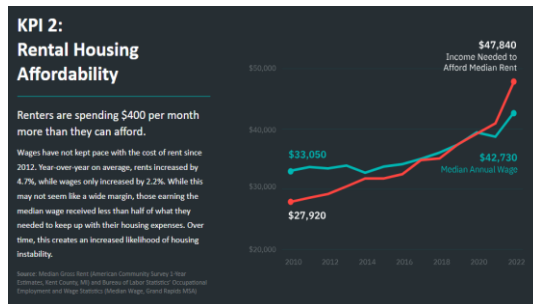
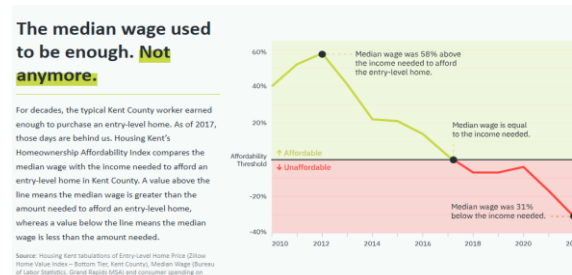


Available housing for all socio-economic levels throughout a life span

Change to : ACCESSIBLE? ACHIEVEABLE? OBTAINABLE?

“AFFORDABLE” CREATES POCKETS OF DIFFERENT SOCIO-ECONOMIC STAGES

“AFFORDABLE” BE CONCEIVED AS A “POOR QUALITY” PRODUCT



DATA SOURCES:

- Housing Next
- Planning Commission
- Updated Master Plan survey

WHY DOES THIS MATTER?

Manage growth well, build community, increase desirability.

COMMENTS

- (T Haagsma) Categories in new Zoning Ord. gives us more control
- B Waayenberg “Trees taller than houses
- What does “rural” mean

NEXT STEPS:

1. Are we committed to pursuing obtainable house for all socio-economic levels?
2. Does it have to change rural appeal? **DEFINE “RURAL”**

2025 FUNDING SOURCES:

- Taxes & Special Assessments: \$1,195,568
- Public Safety Special Assessment: \$1,765,787

COMMENTS

- Tiny house communities? – zoning ordinance prohibits
- (K VanderStel) maintain farmland
- (B Deimer) Naperville ILL -Honors Heritage/identity/history



PARKS AND TRAILS AUTHORED RESOLUTION SUPPORTING THE DEVELOPMENT OF A PARKS & GROUNDS DEPARTMENT

POTENTIAL PARKS & GROUNDS CONTRACTS:

- Cemetery upkeep -
- Plowing (drives/sidewalks/etc.)
- Pruning along trails
- Trail cleanup

LEVEL OF INTEREST: D Fryling(2)/R DeWard (1)/M Brew (1)/K VanderStel (1)/T Haagsma

COMMENTS:

1. T Haagsma: We will need this sooner or later – need more than what we have. Blain Cemetery is “a mess.”
2. D Fryling: How many parks do we need?
3. Resident (Steve): Need to start land acquisition now or there will be no property available to purchase.
4. Parks can reduce crime and improve mental health.

NEXT STEPS:

1. Investigate a Parks & Grounds Department-NOW
2. Parks and green spaces will become a part of our future-2027 & 2028

ADDITIONAL PARKS AND TRAILS?

How high of a priority is additional parks and connecting/
expanding existing trails?



- Land acquisition is a top priority for the Parks and Trails Committee.
*Consultants study (2023) concluded the Township does not have sufficient parks/green space for population.
- The Parks and Trails Committee presented a Resolution of Support to the Board of Trustees at their April 14, 2025 meeting

Priorities:

- Connecting and expanding existing trails:
Level of Interest: D Fryling, M Brew, L Lemke, R DeWard
- Management and upkeep
- Partner with Kent County (expanding and maintaining existing parks and trails) :
D Lehmann: PWP is on the County's trail(s) app.
- Develop Cody's Mill Property
- The restoration of DeTray School: L Lemke – acquire property/restore school,
S Bruursema – school belongs to Historical Society
- Paul Henry Trail Head
- Playground equipment

NEXT STEP(S):

Purchase Property – 2026, 2027



PRAIRIE WOLF PARK

IDENTIFIED PRIORITIES:

- Pavilion: L Lemke (1)
- Event Building w/kitchen & bathrooms
- Parking (improvement/expansion)
- Upgrades to building/barn(s): K VanderStel (1) T Haagsma (1)
D Fryling (1)
- Amphitheater/stage
- Educational Programs
- Access improvements to MDOT wetland area
- Natural Playground equipment
- Suspension Bridge from Tall Timber to Old Orchard
- Fishing platform at Hardy Pond

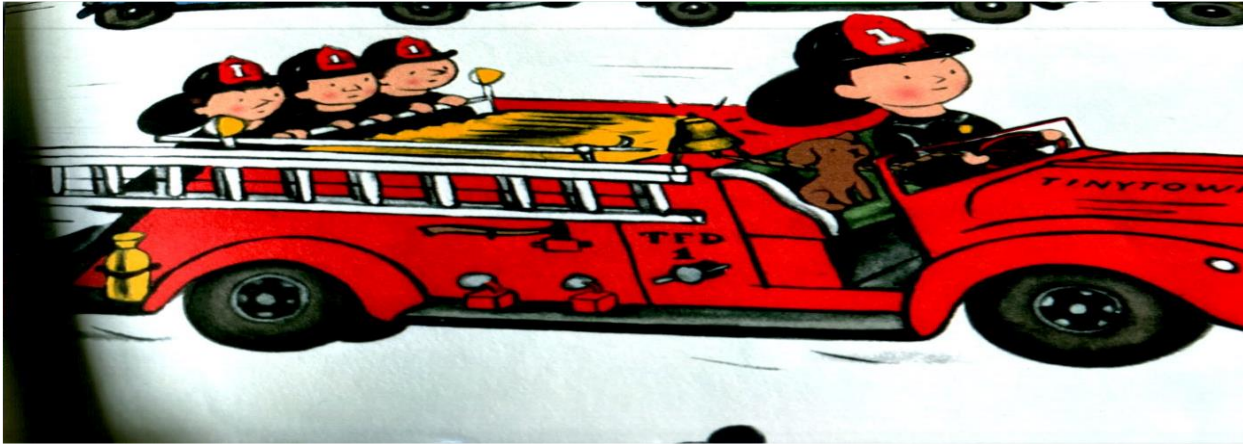
Comments:

- R DeWard – need money, possibly assessments and grants. Need to actively pursue funding.
 - Resident – Electronic Sign for announcements of events, etc.
 - T Haagsma Need a “department” in order to run parks well
- Keep public informed to keep community interest and investment active

NEXT STEPS:

1. Find the resources available to fund some or all of these priorities? 2025-2026
2. Community engagement events build community. How much are we willing to invest in engagement? 2026

PUBLIC SAFETY



The Need for Public Safety

How concerned are you about crime and safety in our Township?

- **Additional staffing** - Current staffing only affords two firefighters per response truck. Minimum of three is needed, ideally four. 2026 Budget
- **Replace equipment** - As scheduled
- **Additional facilities** – 3RD Station

M Brew (7), R DeWard (2), T Haagsma (4)

Comments:

- Firefighters are staying long enough to receive training and then leaving.
- Deputy Chief Holmes spoke regarding obtaining and retaining firefighters.
 - Pay is not the issue – Currently there are no opportunities for fulltime work, and no opportunities for upgrade in position. Six additional full-time firefighters would afford GCTFD to staff each vehicle with three firefighters and the opportunity to be full-time will help solve our retention issue.
 - Residents inquired if sign-on bonuses or longevity bonuses would help with retention.
- Firefighters feel the biggest obstacle is the lack of full-time positions available.
- Firefighters “Work in the Dark” – we need to educate our residents regarding our/their public safety needs

KCSO

- The Township’s crime rate has increased as population increases.
- Everything is tied together, more recreational opportunities for youth should reduce the crime rate. A reduced crime rate would make our Township a more attractive area to settle and stay in (resident retention).
- Studies have shown open space improves mental health, which in turn reduces crime.



The Gaines KDL Branch sees high usage daily.

They maintain a remarkably busy “events” calendar and serve our Township well. Of KDL’s medium-sized branches, Gaines Township sees the most public PC usage and printing.

Many improvements have been made over the last several years, however with most buildings/offices, the list is never ending. The Township maintains the building (inside and out), property, furniture, utilities, and all aspects of facility management. KDL maintains all electronic equipment, book inventory, and supplies for the staff.

Our librarian has identified the following items to move toward their “ideal” library:

- **PRIORITY:** A refresh of the public areas of the branch: furniture replacement (including the front desk and shelving units), carpet/tile replacement, painting of the walls.

- Schedule regular carpet cleaning throughout the branch. **DONE**
- Schedule regular window cleaning (internal & external). **DONE**
- Replace the faucets/fixtures in the men’s restroom. **SCHEDULED**
- Replace toilet in handicapped women’s restroom stall. **REPAIRED**
- Replace the closet doors in the community room. **REQUESTED QUOTES**
- Replace door handles/locks throughout the branch to ensure easier locking/unlocking. **REQUESTED QUOTES**

Highlighted items are internal building maintenance which is done as needed

- Addition of a fence to the front lawn, allowing us to host programs outdoors while maintaining a barrier between children/patrons and the road as a safety precaution.
- Addition of a fixed ceiling projector and audio equipment in the community room. **(KDL)**

An outdoor play space with play equipment (outdoor mud kitchen, outdoor sensory table, etc.)

COMMENTS – NEXT STEPS

- Manage internal building projects as needed **NOW**
- Fund improvements and upgrades as needed. **INCREASE 2026 BUDGET**