MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE REGULAR 7:00 PM MEETING
December 09, 2024

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

Absent with notice: None

Opening prayer was given by Board Member Brew and the Pledge of Allegiance was recited. The oath of office was given Board Member Brew by Township Manager Rod Weersing. The oath of office was given to the board members present by Township Clerk Brew.

1. The meeting was called to order at 7:13 p.m. by Board Member Terpstra.

2. Question of Conflict of Interest

None

3. Review of the Consent Agenda.

None

4. Meeting Agenda

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the proposed agenda.

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

5. Communications ~ Non-action Informational Items

- **a) November 2024 Building Department Revenue Report**
- **b) November 2024 Dutton Fire Run Report**
- **c) November 2024 Cutlerville Fire Run Report**
- **d) November 2024 Community Policing Officer's Report**
- **e) Grand Valley Metro Council Transportation Newsletter**

6. Scheduled Speakers

None.

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

Mr. Martin inquired of the board answers to what is the status of the Hanna Lake sewer project. Permits were issued in August but no one is able to hook in yet. He encouraged the board to investigate the lack of communication, miscommunication, and conflicting communications on this project.

8. Public Hearings

A. **National Flood Insurance Program**

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to open the National Flood Insurance Program public hearing.

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

No one spoke.

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to close the National Flood Insurance Program public hearing.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried by 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 November 11, 2024 Township Board meeting minutes; General fund expenditures from 11/01/2024 through 11/30/2024 totaling $226,502.45; Public Safety Special Assessment District expenditures totaling $164,821.60; Building inspections totaling $11,827.91; Water and sewer fund expenditures $488,326.45; and Treasurer's report.

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

Trustee Fryling took the oath of office as an elected trustee.

4a. Meeting Agenda

Additional Items were added to the agenda; Eden Forest Phase 1B Water and Sewer contract approval, 2024 Budget Amendments. The Cemetery Ordinance is not ready to be discussed and will remain on the table rather than be discussed in this meeting.

Motion by Board Member Lemke and seconded by Board Member Haagsma to approve the amended proposed agenda.

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

10. New Business

A. Dutton Center Phase II Tentative Preliminary Plat

Motion by Board Member Haagsma and seconded by Board Member Lemke to approve the Dutton Center Phase II Tentative Preliminary Plat.

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

B. Natural Resources Inventory

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to approve Phases 1, 2, and 4 of the proposed inventory with a maximum expenditure limit of $35,000.

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

C. National Flood Insurance Program

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the resolution entering into the National Flood Insurance Program.

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.

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the ordinance entering into the National Flood Insurance Program.

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.

D. Poverty Exemption Guidelines

Motion by Board Member Vander Stel and seconded by Board Member Fryling to adopt the 2025 Poverty Exemption Guidelines.

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

E. Water and Sewer Rates for 2025

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the 2025 Water and Sewer Utility rates.

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.

F. Fire Department Auto-aid Agreement with Wyoming

Motion by Board Member Haagsma and seconded by Board Member Lemke to approve the fire department auto-aid agreement with Wyoming Fire Department.

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.

G. Cooks Crossing Enclave Formation of a Special Assessment Streetlight District

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the formation of a special assessment streetlight district for Cooks Crossing Enclave.

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.

H. Community Room Audio Visual Upgrade

Motion by Board Member Haagsma and seconded by Board Member Brew to accept the Buist bid to upgrade the community room audio visual system.

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

I. Electronic Door Lock System

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Omega Systems bid to change exterior and interior entrances to the office area to card access door locks.

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.

J. Meeting Dates for 2025

Motion by Board Member Vander Stel and seconded by Board Member Haagsma to approve the meeting dates for 2025.

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

K. Change Township Board Meeting Time to 6:00 PM

Motion by Board Member Lemke and seconded by Board Member Vander Stel to change the Township Board Meeting time to 6:00 PM.

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

L. 2025 Committee Assignments

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the 2025 Committee Assignments as presented.

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

M. Eden Forest Phase 1B Water and Sewer Contract

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the water and sewer contract for Eden Forest Phase 1B.

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.

N. 2024 Budget Amendments

Motion by Board Member Lemke and seconded by Board Member Vander Stel to approve the 2024 Budget Amendments

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

11. Public Comments

No one spoke.

12. Manager's comments

Hanna Lake sewer project is clouded by misinformation that is the understanding of Mr. Martin. Much of what he spoke about never would be true of any sewer project. The permitting in August was premature as the project was not ready for permits to be obtained. That may have led to the incorrect conclusions. Mr. Martin has been updated by the township multiple times per week. Equipment failure has also led to delays in passing inspections as calendared.

Deputy Bylsma will be cleared soon to return as Community Policing Officer. Officer Dewey has done a great job in his service to the community.

The township office will be closed Wednesday, December 18, 2024 from 12:00 PM to 1:30 PM for the township holiday luncheon.

13. Supervisor's comments.

Thank you for your support on this first Trustee Board Meeting.

Meetings are being scheduled with each Department Head to understand their role and to give my vision for the Township.

I would like to spend time as a board on visioning or answering the question what can we accomplish over the next four years for our community.

14. Trustees comments

The combined Planning Commission / Trustee Board meeting is tomorrow December 10, 2024. Several trustees will need excused absences because of the meeting being held at 1:00 pm.

Board Member Fryling indicated that the elimination of the Building and Grounds Committee causes him to be on no committees for 2025.

Several streetlights are out throughout the Township although Consumers Energy has been notified.

15. Adjournment

Supervisor Terpstra adjourned the meeting at 08:56 p.m.

Michael Alex Brew, Clerk

Robert Terpstra, Supervisor

MINUTES OF GAINES CHARTER TOWNSHIP BOARD
FOR THE COMBINED 1:00 PM MEETING
December 10, 2024

Present: Supervisor Terpstra, Clerk Brew, Treasurer Lemke, Trustee Vander Stel; Planning Commission; Staff: Manager Weersing, Community Development Director Dan Wells, Assistant Planner Dakota Swan; Horizon Community Planning David Jirousek

Absent with notice: Trustees DeWard, Fryling, Haagsma

1. The meeting was called to order at 1:13 p.m. by Community Development Director Dan Wells

2. Question of Conflict of Interest

None

3. Discussion

Lengthy discussion on the proposed changes to the Zoning Ordinance

4. Adjournment

Supervisor Terpstra adjourned the meeting at 3:57 p.m.

Michael Alex Brew

Michael Alex Brew, Clerk

Robert Terpstra

Robert Terpstra, Supervisor