

1. Agenda

Documents:

[AGENDA 1-20-21.PDF](#)

2. Meeting Materials

Documents:

[01-20-21 BOARD MINUTES.PDF](#)

**CHARTER TOWNSHIP OF CALEDONIA
BOARD OF TRUSTEES**

MEETING NOTICE

A regular meeting of the Charter Township of Caledonia Board of Trustees
will be held beginning at 7:00 p.m. on Wednesday, January 20th, 2021

**Please Note: This Meeting Will Be A Zoom Meeting
Link Available On The Township Website**

TENTATIVE AGENDA

- 1. CALL TO ORDER / ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE AND INVOCATION**
- 3. CONSIDERATION OF THE MEETING AGENDA**
- 4. PUBLIC COMMENT (BRIEF – UP TO 2 MINUTES)**
- 5. INQUIRY OF CONFLICT OF INTEREST**
- 6. APPROVAL OF THE CONSENT AGENDA**
 - A. Minutes of the January 6th, 2021 Meeting
 - B. Approval to Pay Bills
 - i. Accounts Payable
 - ii. Accounts Payable Current Tax
 - C. Treasurers Report
 - D. CD Report
 - E. Building Dept Report
 - F. Utilities Report
 - i. Infrastructure Maintenance Budget
 - ii. Infrastructure Maintenance Client Report
- 7. REPORT FROM TOWNSHIP ADMINSTRATOR**
- 8. CORRESPONDENCE**
- 9. UNFINISHED BUSINESS**
 - A. Discussion – Park Purchase Option Payments
- 10. NEW BUSINESS**
 - A. Motion – To Clarify The January 6th 2021 Motion Approving Technology Stipends
 - B. Motion – To Authorize A Buy Out Of Fire Chief Scott Siler's PTO
 - C. Motion – To Amend The Township Policies On Approval Of Property Tax Abatements For Industrial Development As Presented
 - D. Resolution – Resolution To Amend Resolution No. 2020-018 Regarding Setting Of Water Supply Rates And Charges For The Caledonia Water Supply System
 - E. Motion – To Approve The Community Green Policy And Reservation Form As Amended
 - F. Motion – To Approve WARP Pay Application For Waste Water Treatment Plant
 - G. Ordinance – 1st Reading – An Ordinance To Establish Reasonable Rules And Regulations For The Use And Enjoyment Of Township Parks And To Provide Penalties For The Violation Thereof
- 11. BOARD COMMENT**
- 12. PUBLIC COMMENT (EXTENDED – UP TO 5 MINUTES)**
- 13. ADJOURNMENT**



**CHARTER TOWNSHIP OF CALEDONIA
BOARD OF TRUSTEES**

A regular meeting of the Charter Township of Caledonia Board of Trustees will be held beginning at 7:00 pm on Wednesday, January 20, 2021, via Zoom per Executive Order.

NOTE: Individuals with disabilities may request auxiliary aids and services for the meeting by contacting the Township Clerk at 616.891.0070

MEETING MINUTES

1. CALL TO ORDER / ROLL CALL

TIME: 7:00

Roll Call:	SNOEYINK: Present, attending remotely from Caledonia, MI. HERMENET: Present, attending remotely from Caledonia, MI. BRADSHAW: Present, attending remotely from Caledonia, MI. HARRISON: Present, attending remotely from Caledonia, MI. HENRY: Present, attending remotely from Caledonia, MI. ZOLLER: Absent ROBERTSON: Present, attending remotely from Caledonia, MI.
Others Present:	Citizens, Media, Deputy Clerk Bailard

2. PLEDGE OF ALLEGIANCE AND INVOCATION – Supervisor Harrison

3. CONSIDERATION OF THE MEETING AGENDA

Motion Stated:	Robertson – Motion to amend Item G – after “An Ordinance” add “To Amend The Ordinance”.
Motion Supported:	Hermenet
Motion Status:	Approved

Motion Stated:	Snoeyink – Motion to approve the meeting agenda as amended.
Motion Supported:	Bradshaw
Motion Status:	Approved

4. PUBLIC COMMENT (BRIEF - UP TO 2 MINUTES)

Public Comment:	Laura St. Louis, remoting in from Muskegon, MI, made comment. She is the Community Organizer for transportation with disability advocates of Kent County. They are working on a micro-pilot with Feonix Mobility Rising, the Veterans Coalition and Kent County Veterans Administration. It is offering free rides for veterans in Kent County. Rides are given for any reason and to anyone in the veteran’s household.
------------------------	--

Board Response:	Harrison – Thanked Laura for bringing it to our attention. Inquired if there was an opportunity for Caledonia to extend the program by using a portion of our community development block grant funds as an opportunity to support this. We will explore this possibility.
------------------------	--

5. INQUIRY OF CONFLICT OF INTEREST

None

6. APPROVAL OF THE CONSENT AGENDA

- A. Minutes of the January 6th, 2021 Meeting
- B. Approval to Pay Bills
 - i. Accounts Payable
 - ii. Accounts Payable Current Tax
- C. Treasurers Report
- D. CD Report
- E. Building Department Report
- F. Utilities Report
 - i. Infrastructure Maintenance Budget
 - ii. Infrastructure Maintenance Client Report

Motion Stated:	Hermetnet – Motion to approve the consent agenda.
Motion Supported:	Snoeyink
Motion Status:	Approved

7. REPORT FROM TOWNSHIP ADMINISTRATOR

Administrator Robertson reported on:

- Solar panels on township roof – No movement on this yet. Waiting for more feedback. Recognized Chart House proposal is still present.
- Fibre installation – Charter will start the process next week. A technician will come tomorrow to look at our server area.
- Fire Department progress – Shower project is well under way.
- Cares Act Grant Clarification for the fire department - Fire department payroll is an eligible expense.
- Parking at Community Green by post office employees – The issue has been resolved. The post office is interested in purchasing the township lot just east of them.
- Plowing trails – Many members of the community have asked for certain sections of the trail to be plowed.
- LaBarge Dam – Caledonia tax bills and our rental agreement and check have been returned. The dam was sold to another organization. They were contacted and he is awaiting an answer from them.
- Supervisor Harrison brought up concerns of reports of a truck and trailer parking at the Community Green. It was pointed out by Clerk Henry that our ordinance states there is no overnight parking at the Community Green.

8. CORRESPONDENCE

None

9. UNFINISHED BUSINESS

A. Discussion – Park Purchase Option Payments

Harrison – Explained there are two grant properties recommended for funding and being considered.
 The grant process could take up to two years.
 Caledonia’s contribution to the park property purchase would be 20%.
 One of the property owners mentioned another party interested in purchasing the property.
 Legal counsel has been asked to prepare an option agreement of 1 – 2% of the purchase price of the property and asks that the township commit that at this time to secure the property.
 An appraisal has been done on the property.
 Would like the transaction to be completed by the end of 2021 or first of next year.
 The Board authorizes the Supervisor and Administrator to proceed with the down payment or option payment to the property owner.

10. NEW BUSINESS

A. Motion – To Clarify The January 6th 2021 Motion Approving Technology Stipends

The Board recognizes that costs are incurred by employees especially during Covid.
 The cell phone stipend is a recognized exemption not taxed.
 The technology stipend would be considered as a compensation and taxed.
 The Board decided that employees are to submit an approved expense reimbursement form and receipts to the Clerk’s department for reimbursement.

Motion Stated:	Harrison – Motion to rescind the January 6, 2021 motion approving technology stipends.
Motion Supported:	Robertson
Motion Status:	Approved

B. Motion – To Authorize A Buy Out Of Fire Chief Scott Siler’s PTO

The Personnel Committee will meet in the future to discuss the PTO portion of our policy further.
 The 50% buyout payment amount to Chief Siler will be \$1,707.15.
 This is a one-time buy out due to extraordinary challenges of Covid.

Motion Stated:	Hermenet – Motion to authorize a buyout of Fire Chief Scott Siler’s PTO.
Motion Supported:	Robertson
Motion Status:	Approved Ayes – 5; Nay – 1 (Bradshaw)

C. Motion – To Amend The Township Policies On Approval Of Property Tax Abatements For

Industrial Development As Presented

Motion Stated:	Hermetnet – Motion to amend the Township Policies on approval of Property Tax Abatements for Industrial Development as presented.
Motion Supported:	Snoeyink
Motion Status:	Approved

D. Resolution – Resolution To Amend Resolution No. 2020-018 Regarding Setting Of Water Supply Rates And Charges For The Caledonia Water Supply System

Motion Stated:	Bradshaw – Motion to approve the Resolution to amend Resolution No. 2020-018 regarding setting of Water Supply Rates and Charges for the Caledonia Water Supply System.			
Motion Supported:	Snoeyink			
Roll Call Vote:	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Aye	ZOLLER:	Absent
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
Motion Status:	Approved			

E. Motion – To Approve The Community Green Policy And Reservation Form As Amended

Motion Stated:	Snoeyink – Motion to approve the Community Green Policy and Reservation Form as amended.
Motion Supported:	Bradshaw
Motion Status:	Approved

F. Motion – To Approve WARP Pay Application For Waste Water Treatment Plant

Motion Stated:	Bradshaw – Motion to approve WARP Pay Application for Waste Water Treatment Plant.
Motion Supported:	Snoeyink
Motion Status:	Approved

G. Ordinance – 1st Reading – An Ordinance To Amend The Ordinance To Establish Reasonable Rules And Regulations For The Use And Enjoyment Of Township Parks And To Provide Penalties For The Violation Thereof

Considered read. The second reading will be at the February 3, 2021 Board meeting.

11. BOARD COMMENTS

Time: 8:13 PM

Snoeyink:

➤ None

Hermetnet:

- None

Bradshaw:

- None

Harrison:

- Has recovered from having Covid.
- Had an initial meeting with MDOT and KCRC regarding the M37 road improvements.

Henry:

- The Clerk’s department took part in a risk limit audit for the November 4th election. Everything was turned into the county and hopeful that this election will be done.
- Thanked all who are involved in the park purchases for our community.

Robertson:

- Got his first Covid Vaccination and has suffered no ill consequences.

12. PUBLIC COMMENT (EXTENDED – UP TO 5 MINUTES)

Public Comment:	None
Board Response:	

13. ADJOURNMENT

Time: 8:22 PM

Motion Stated:	Snoeyink – Motion to adjourn.
Motion Supported:	Hermenet
Motion Status:	Approved

Bryan Harrison, Supervisor

Joni Henry, Clerk

Minutes Reported By: Christine Bailard, Deputy Clerk