



**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 6, 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**

<b>Roll Call:</b>	SNOEYINK: Present HERMENET: Present BRADSHAW: Present HARRISON: Present	HENRY: Present ZOLLER: Present ROBERTSON: Present
<b>Others Present:</b>	Citizens, Media, Deputy Clerk Bailard	

**2. PLEDGE OF ALLEGIANCE AND INVOCATION – Supervisor Harrison**

**3. CONSIDERATION OF THE MEETING AGENDA**

<b>Motion Stated:</b>	Snoeyink – Motion to approve the meeting agenda.
<b>Motion Supported:</b>	Hermenet
<b>Motion Status:</b>	Approved

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

<b>Public Comment:</b>	None
<b>Board Response:</b>	

**5. INQUIRY OF CONFLICT OF INTEREST**

Trustee Zoller – Asked to recuse himself from a portion of Item 10 I - a discussion regarding park purchase option payments. He would like to recuse himself if the discussion comes up on a property that he represents for a property owner.  
Trustee Hermenet and Clerk Henry feel it would be valuable and helpful to have Zoller in on the discussion and have his input.  
The discussion will remain in general

**6. APPROVAL OF THE CONSENT AGENDA**

A. Minutes of the December 16<sup>th</sup>, 2020 Meeting

- B. Approval to Pay Bills
  - i. Accounts Payable

<b>Motion Stated:</b>	Hermetnet – Motion to approve the consent agenda.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

**7. REPORTS FROM TOWNSHIP ADMINISTRATOR**

- A. Wastewater Treatment Plant Expansion Project Update

Update was provided in the board packet.

Administrator Robertson reported on –

- Solar Panels for the township roof. He is still working on finding similar proposals and review of potential contract by our attorney. He also discussed a possible solar panel installation at the WWTP.
- Internet service upgrade. We will upgrade now to 600 and to Fiber Internet at a later date.
- Internet at Community Green – hotspot grant funds. The hotspot has been installed.
- Fire Department project – Starts on Monday, January 11<sup>th</sup>.
- Internal office township door – grant funds. This project was completed on December 29<sup>th</sup> and has been paid for.
- Parking at the Community Green. The post office has been contacted about not parking there so we can keep the lot plowed. Also discussed with the post office about purchasing the township owned property just east of the post office building.
- Staff scheduling update. Voiced concerns and frustrations with keeping the current staffing schedule. Complemented the staff on their flexibility.
- Kent County Director of Finance - Cares Act Funds. Some funds may need to be returned. A report is to be submitted to the county by January 15<sup>th</sup>.

**8. CORRESPONDENCE**

None

**9. UNFINISHED BUSINESS**

None

**10. NEW BUSINESS**

- A. Motion – To Approve Spectrum Fiber Optics Service

<b>Motion Stated:</b>	Hermetnet – Motion to approve Spectrum Fiber Optics service.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

B. Motion – To Approve \$50.00 Technology Stipend For Board Of Trustees

Discussion was held.

<b>Motion Stated:</b>	Hermetet – Motion to approve a \$50.00 monthly technology stipend for the Board of Trustees.
<b>Motion Supported:</b>	Snoeyink

<b>Motion To Amend:</b>	Harrison – Motion to amend the motion to apply the stipend to non-officer members of the Board only.
<b>Motion Supported:</b>	Hermetet
<b>Motion Status:</b>	Approved 6 – Ayes; 1 - Nay (Robertson)

<b>Motion To Amend:</b>	Harrison – Motion to amend the motion to be a six-month stipend from January – June 2021.
<b>Motion Supported:</b>	Hermetet
<b>Motion Status:</b>	Approved 6 – Ayes; 1 – Nay (Robertson)

<b>Motion To Amend:</b>	Robertson – Motion to amend the motion to offer the six-month \$50.00 monthly stipend to the Planning Commission, Zoning Board of Appeals, Board of Review members and all township employees working from home.
<b>Motion Supported:</b>	Zoller
<b>Motion Status:</b>	Approved

<b>Motion Status:</b>	Approved as amended.
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C. Motion – To Approve Pay Increase For Planning Commission Members

The pay increase is a 1.4% COLA.

<b>Motion Stated:</b>	Zoller – Motion to approve pay increase for Planning Commission members.
<b>Motion Supported:</b>	Hermetet
<b>Motion Status:</b>	Approved

D. Motion – To Approve Pay Increase For Zoning Board Members

The pay increase is a 1.4% COLA.

<b>Motion Stated:</b>	Bradshaw – Motion to approve pay increase for Zoning Board members.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

E. Motion – To Approve Pay Increase For Board of Review Members

The pay increase is a 1.4% COLA.

<b>Motion Stated:</b>	Snoeyink – Motion to approve pay increase for Board of Review members.
<b>Motion Supported:</b>	Hermet
<b>Motion Status:</b>	Approved

F. Motion – To Re-Appoint Adam Paarlberg & Jodie Masefield To The Planning Commission (3 Year Term)

<b>Motion Stated:</b>	Hermet – Motion to re-appoint Adam Paarlberg and Jodie Masefield to the Planning Commission.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

G. Motion – To Re-Appoint Jessica Sheldon To The Zoning Board Of Appeals (3 Year Term)

<b>Motion Stated:</b>	Zoller – Motion to re-appoint Jessica Sheldon to the Zoning Board of Appeals.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

H. Discussion – Proposed Park Ordinance and Policy Revisions

Discussion was held.  
The Clerk will come back to a future Board meeting with attorney approved ordinance changes and more information.

I. Discussion – Park Purchase Option Payments

Discussion was tabled to the next meeting.

**11. BOARD COMMENTS**

**Time: 8:22 PM**

**Snoeyink:**

- None

**Hermet:**

- Is glad we are in 2021.

**Bradshaw:**

- Feels he should not receive a double stipend because he is both a member of the Board and Planning Commission.

**Harrison:**

- None

**Henry:**

➤ None

**Zoller:**

➤ None

**Robertson:**

➤ None

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

<b>Public Comment:</b>	None
<b>Board Response:</b>	

**13. ADJOURNMENT**

**Time: 8:24 PM**

<b>Motion Stated:</b>	Zoller – Motion to adjourn.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

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**Bryan Harrison, Supervisor**

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**Joni Henry, Clerk**

**Minutes Reported By:** Christine Bailard, Deputy Clerk