



**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, March 17, 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 p.m.

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| 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: Present, attending remotely from Caledonia, MI. ROBERTSON: Present, attending remotely from Caledonia, MI. |
| Others Present: | Citizens, Media, Chief Siler, Assistant Clerk Skidmore |

2. PLEDGE OF ALLEGIANCE AND INVOCATION – Supervisor Harrison

3. CONSIDERATION OF THE MEETING AGENDA

New Business Items 10.D. and 10.H will be removed from the agenda.

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| Motion Stated: | Harrison – Motion to strike 10.D. and 10.H. from the agenda. |
| Motion Supported: | Snoeyink |
| Motion Status: | Approved |

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| Motion Stated: | Hermenet – Motion to approve the agenda. |
| Motion Supported: | Zoller |
| Motion Status: | Approved |

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

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| Public Comment: | None |
| Board Response: | |

5. INQUIRY OF CONFLICT OF INTEREST

Due to Trustee Bradshaw’s employment with Progressive A&E, he will recuse himself from Agenda item 10.G.

6. APPROVAL OF THE CONSENT AGENDA

- A. Minutes of the March 3, 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
- G. Report From Township Administrator

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| Motion Stated: | Hermetet – Motion to approve the Consent Agenda. |
| Motion Supported: | Snoeyink |
| Motion Status: | Approved |

7. REPORTS FROM TOWNSHIP ADMINISTRATOR

Robertson and members of the Board discussed the idling trucks at the Circle K and possible solutions to mitigate the issue.

8. CORRESPONDENCE

None

9. UNFINISHED BUSINESS

- A. Ordinance – 2nd Reading – An Ordinance To Amend The Zoning Ordinance Of The Charter Township Of Caledonia [3.59 Architectural Standards]

Harrison – No public comment was received.

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| Motion Stated: | Zoller – Motion to approve an Ordinance To Amend The Zoning Ordinance Of The Charter Township Of Caledonia [3.59 Architectural Standards]. | | | |
| Motion Supported: | Hermetet | | | |
| Roll Call Vote: | SNOEYINK: | Aye | HENRY: | Aye |
| | HERMENET: | Aye | ZOLLER: | Aye |
| | BRADSHAW: | Aye | ROBERTSON: | Aye |
| | HARRISON: | Aye | | |
| Motion Status: | Approved | | | |

- B. Ordinance – 2nd Reading – An Ordinance To Amend The Zoning Ordinance Of The Charter Township of Caledonia [Agri-Tourism and Agri-Business]

Harrison – The Township received one letter from a resident that is impacted by this Zoning Ordinance Amendment and is in favor of its adoption.

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| Motion Stated: | Bradshaw – Motion to approve an Ordinance To Amend The Zoning Ordinance Of The Charter Township of Caledonia [Agri-Tourism and Agri-Business]. | | | |
| Motion Supported: | Snoeyink | | | |
| Roll Call Vote: | SNOEYINK: | Aye | HENRY: | Aye |
| | HERMENET: | Aye | ZOLLER: | Aye |
| | BRADSHAW: | Aye | ROBERTSON: | Aye |
| | HARRISON: | Aye | | |
| Motion Status: | Approved | | | |

10. NEW BUSINESS

A. Motion – To Approve The Purchase of 15-Cairns 1044 Helmets From Apollo Fire

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| Motion Stated: | Zoller – Motion to approve the purchase of 15-Cairns 1044 Helmets from Apollo Fire. |
| Motion Supported: | Hermenet |
| Motion Status: | Approved |

B. Motion – To Approve The Purchase of A Milwaukee Tool Box From Home Depot

Siler indicated that the particular tool box included within the Board Packet is sold out at Home Depot.

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| Motion Stated: | Zoller – Motion to approve the purchase of a tool box for Fire Department use at a cost not to exceed \$1,500.00. |
| Motion Supported: | Hermenet |
| Motion Status: | Approved |

C. Motion – To Approve Board Room AV Renovation Proposal – Feyen Zylstra

Robertson will contact Feyen Zylstra for clarification on the warranty to determine if the 1 year expanded support at a cost of \$3,035.89 is a necessary addition to the manufacturer’s warranty.

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| Motion Stated: | Hermenet - Motion to approve board room AV renovation proposal giving administrator ability to accept depending on clarification of warranty. |
| Motion Supported: | Zoller |
| Motion Status: | Approved |

D. Motion – To Approve Purchase of a 7ft x 7ft Resin Storage Shed From Home Depot

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| Motion Stated: | |
| Motion Supported: | |
| Motion Status: | |

E. Motion – To Approve The Purchase of 2 – 6ft Pressure Treated Picnic Tables From Home Depot

Robertson stated that these tables would be utilized at the Dog Park.

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| Motion Stated: | Zoller – Motion to approve the purchase of 2 – 6ft pressure treated picnic tables from Home Depot. |
| Motion Supported: | Snoeyink |
| Motion Status: | Approved |

F. Motion – To Approve The WWTP Pay Application #3 and Change Order #1

Robertson indicated that the change order will reduce the cost of a number of items and that the Township Engineer approves of the change order.

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| Motion Stated: | Bradshaw – Motion to approve the WWTP Pay Application #3 and Change Order #1. |
| Motion Supported: | Snoeyink |

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| Motion Status: | Approved |
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Trustee Bradshaw recused himself and left the meeting at 7:31 p.m.

G. Motion – To Approve Reamended Raingarden Settlement Agreement With Progressive A&E

Robertson recommended that the Township not ask Progressive A&E for the plant bed maintenance option on the DJ’s Landscape Maintenance quote. He felt that the Township park maintenance employee should be responsible for the plant bed maintenance.

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| Motion Stated: | Robertson – Motion to approve the amended Raingarden Settlement Agreement with Progressive A&E. |
| Motion Supported: | Harrison |
| Motion Status: | Approved |

Trustee Bradshaw returned to the meeting at 7:37 p.m.

H. Motion – To Approve 2021 Community Events Budget

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| Motion Stated: | |
| Motion Supported: | |
| Motion Status: | |

I. Discussion – 2021-2024 Township Goals Review

Board Members engaged in a discussion and a review of the Township Goals and made amendments, as necessary.

11. BOARD COMMENTS

Time: 8:08 p.m.

Zoller:

- None

Henry:

- The new township website is still on track for a launch on April 5, 2021. Four employees will go through website training on March 25, 2021.

Snoeyink:

- None

Hermenet:

- None

Bradshaw:

- None

Robertson:

- Discussed whether there would be a quorum for the April 7th Board Meeting. With only one board member not being able to attend, the meeting will be held.

Harrison:

➤ None

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

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| Public Comment: | Diane Cutler spoke to the Strategic Plan’s Objective: Improve Connection and Communication with the Public. Cutler feels that it’s important that the Township communicates directly with the Community. Cutler feels that it’s a disservice not to communicate and she encourages the board to look for other avenues of communication. |
| Board Response: | Hermet and Harrison thanked Cutler for bringing this issue to the Board’s attention. |

13. ADJOURNMENT

Time: 8:14 p.m.

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| Motion Stated: | Zoller – Motion to adjourn the meeting. |
| Motion Supported: | Snoeyink |
| Motion Status: | Approved |

Bryan Harrison, Supervisor

Joni Henry, Clerk

Minutes Reported By: Stephanie Skidmore, Assistant Clerk