



**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, July 7, 2021, at the Caledonia Township Hall, 8196 Broadmoor Ave, Caledonia, MI 49316.

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

**MEETING AGENDA**

**1. CALL TO ORDER / ROLL CALL**

**TIME: 7:01**

<b>Roll Call:</b>	SNOEYINK: Present HERMENET: Present BRADSHAW: Present HARRISON: Present	HENRY: Present ZOLLER: Present ROBERTSON: Present
<b>Others Present:</b>	Media, Citizens, Fire Chief Siler, Assistant Clerk Skidmore, Staff Pattersons	

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

**3. CONSIDERATION OF THE MEETING AGENDA**

<b>Motion Stated:</b>	Harrison – Motion to remove 10.H. (Caledonia Township Strategic Plan) from the meeting agenda.
<b>Motion Supported:</b>	Zoller
<b>Motion Status:</b>	Approved

<b>Motion Stated:</b>	Snoeyink – Motion to approve the Meeting Agenda as amended.
<b>Motion Supported:</b>	Zoller
<b>Motion Status:</b>	Approved

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

None

**5. INQUIRY OF CONFLICT OF INTEREST**

None

**6. APPROVAL OF THE CONSENT AGENDA**

- A. Minutes of the June 16, 2021 Meeting
- B. Minutes of the June 23, 2021 Meeting
- C. Approval to Pay Bills
  - i. Accounts Payable
- D. Report From Township Administrator

<b>Motion Stated:</b>	Bradshaw - Motion to remove item 6D for further discussion
<b>Motion Supported:</b>	Harrison
<b>Motion Status:</b>	Approved

<b>Motion Stated:</b>	Hermet - Motion to approve the Consent Agenda as amended (with item 6.D. removed).
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

**7. REPORT FROM BOARD/COMMITTEE OFFICERS AND STAFF**

Robertson discussed Township Administrator Report regarding the situation with the Michwave illegal internet towers. Robertson indicated that the Township received a report from Soils and Structures that stated the towers (including the foundations) did not meet the specifications of the manufacturer. The Township has received calls from residents who are concerned that their internet connectivity will be reduced. Bradshaw expressed concerned as to the safety of these towers (including liability) and whether they should be immediately removed. After consultation with the Township’s Counsel, the Township will delay the court case for a short period of time to determine if there are alternatives for service to the community members who will be affected by the removal of said towers. Harrison indicated that the Kent County Board of Commissioners is looking at determining which areas of the County have unserved areas in terms of internet access.

**8. CORRESPONDENCE**

None

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

- A. Motion – To Approve Conditional Recommendation to Hire 3 Paid-On-Call Firefighter Applicants – Gabriel Lett, Brendan Hammer and Hanna Gross.

Chief Siler provided an overview of the applicants and annual hiring process.

<b>Motion Stated:</b>	Zoller – Motion to approve conditional recommendation to hire 3 paid-on-call Firefighter Applicants – Gabriel Lett, Brendan Hammer and Hanna Gross.
<b>Motion Supported:</b>	Hermet
<b>Motion Status:</b>	Approved

- B. Motion – To Approve Purchase of Cabinets For Fire Department Storage Room

Chief Siler provided an overview of the potential cabinet purchase for the storage room and the plan to install the cabinets by township employees.

<b>Motion Stated:</b>	Bradshaw – Motion to approve the recommended quote for purchase of cabinets for the Fire Department Storage Room with 10% contingency.
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<b>Motion Supported:</b>	Hermetnet
<b>Motion Status:</b>	Approved

C. Public Hearing – Consider Approval of An Industrial Facilities Tax Exemption Certificate – [Aspen Surgical Products, Inc. – Southbelt Industrial Development District No. 2 (5145 Beltway Drive S.E.)]

<b>Motion Stated:</b>	Harrison - Motion to open the public hearing. Public Hearing opened at 7:22 p.m.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

Representative Jeff Stephen of Aspen Surgical made comment as to its application.

<b>Motion Stated:</b>	Harrison - Motion to close the public hearing. Public Hearing closed at 7:26 p.m.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

D. Resolution – Resolution to approve Industrial Facilities Tax Exemption Certificate for Industrial Development District – [Aspen Surgical Products, Inc. – Southbelt Industrial Development District No. 2 (5145 Beltway Drive S.E.)]

Henry stated that although Aspen Surgical applied for a 12 year tax abatement, the township has traditionally only approved a maximum of 10 years. The resolution has been prepared by our legal counsel to reflect a 10 year tax exemption.

<b>Motion Stated:</b>	Robertson – Motion to approve a Resolution to approve an Industrial Facilities Tax Exemption Certificate for Industrial Development District – [Aspen Surgical Products, Inc. – Southbelt Industrial Development District No. 2 (5145 Beltway Drive S.E.)]			
<b>Motion Supported:</b>	Zoller			
<b>Roll Call Vote:</b>	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Aye	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
<b>Motion Status:</b>	Approved			

E. Motion – To Approve Estimate From Excel Excavation For Kraft Ave Bike Path Connection

<b>Motion Stated:</b>	Hermetnet – Motion to approve estimate from Excel Excavation for Kraft Ave Bike Path Connection.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

F. Motion – To adopt the MTA Principles of Governance

<b>Motion Stated:</b>	Harrison – Motion to adopt the MTA Principles of Governance.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

G. Motion – To Approve a 2.5% Mid-Year COLA For All At-Will Employees

Robertson provided historical information as to the use of the Cost of Living Adjustment (COLA) increase at the end of the year for At-Will Employees. Due to inflation increases since the end of last year, the Personnel Committee feels that it is appropriate to provide a mid-year COLA for all At-Will Employees. The Personnel Committee will revisit this issue at the end of the year to ensure that At-Will Employees do not receive duplicate increases and will adjust any future increases accordingly.

<b>Motion Stated:</b>	Robertson – Motion to approve a 2.5% Mid-Year COLA for all At-Will Employees.
<b>Motion Supported:</b>	Bradshaw
<b>Motion Status:</b>	Approved

H. Discussion/Review — ~~Caledonia Township Strategic Plan~~

**11. BOARD COMMENTS**

**Time: 7: 39 PM**

**Snoeyink:**

- Snoeyink stated that he has heard positive feedback from citizens regarding the 4<sup>th</sup> of July parade and fireworks held on July 3, 3021.

**Hermenet:**

- Hermenet distributed a handout to the board members to review prior to the next board meeting which outlines different trail projects and quotes.

**Bradshaw:**

- Bradshaw stated that he hopes the Board of Trustees continues to review salary ranges of fire fighters to ensure the Township is able to retain qualified individuals.

**Harrison:**

- Harrison discussed the success of the Township sponsored 4<sup>th</sup> of July activities and that he hopes to restore the turtle/frog races in the future.
- Harrison stated that the Cow Pie Music Festival will be held July 16<sup>th</sup>-18<sup>th</sup> and it is expected to have increased attendance. Harrison stated that the organizers are coordinating with the Township, Kent County Sheriff Department, Life Ambulance and Fire Chief to ensure safety and security for the event.
- Harrison thanked Jeff and Jean Patterson for their continued work to display American Flags on bridges for the 4<sup>th</sup> of July holiday.

**Henry:**

- Henry stated that she has received several comments by residents as to the wonderful job our new sexton (Josh Wickham) is doing maintaining the Township's cemeteries.

**Zoller:**

- None

**Robertson:**

- Robertson expressed his gratitude to Jeff and Jean Patterson for their work to ensure the success of the Community Green Park.

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

None

**13. ADJOURNMENT**

**Time: 7:56 PM**

<b>Motion Stated:</b>	Zoller - Motion to adjourn the meeting.
<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:** Stephanie Skidmore, Assistant Clerk