



**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, September 15, 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**

**A. CALL TO ORDER / ROLL CALL**

**TIME: 7:02 PM**

<b>Roll Call:</b>	SNOEYINK: Present HERMENET: Absent w/notice BRADSHAW: Present HARRISON: Present	HENRY: Present ZOLLER: Present ROBERTSON: Present
<b>Others Present:</b>	Media, Citizens, Assistant Clerk Skidmore, Patterson's, J. Lindsay	

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

**3. CONSIDERATION OF THE MEETING AGENDA**

<b>Motion Stated:</b>	Harrison – Motion to add 10.I. Administrative Assistant Hire to 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**

Zoller stated that he represents the property owner impacted by Agenda item 10.F. and will recuse himself during the board deliberations regarding this topic.

**6. APPROVAL OF THE CONSENT AGENDA**

- A. Minutes of the September 1, 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

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

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

None

**8. CORRESPONDENCE**

None

**9. UNFINISHED BUSINESS**

None

**10. NEW BUSINESS**

A. Presentation – Fire Department – Chief Siler – The State of EMS and Staffing

Chief Siler gave a presentation titled “EMS Response in Caledonia Township” that included an overview of Caledonia Township’s EMS Response Zones; details of the Caledonia Fire EMS response for August 2021; ALS Response report card in Caledonia Township; concerns of overlapping incidents in Caledonia; and details of the current open Full Time Positions in Kent County. Siler stated that supplemental staffing and compensation will need to be discussed and evaluated in the future to ensure that Caledonia Fire Department can retain and attract employees to meet the Community’s needs. Zoller would like to see other department’s retirement benefits in order to determine if the retirement benefits are comparable to what Caledonia Township offers to its employees.

B. Motion – To Approve the Purchase of New Trash Receptacles for Township Cemeteries.

Henry stated that the Township has been working on improving the appearance of the Township Cemeteries. Henry would like to eliminate the industrial barrels currently utilized as trash receptacles at the cemeteries and would like to replace these items with affixed wastebaskets on cement slabs. Daniels and Barber Cemeteries are not included in this proposal.

<b>Motion Stated:</b>	Zoller – Motion to approve the purchase of new trash receptacles and installation of cement pads for the Township Cemeteries not to exceed \$3,700.00.
<b>Motion Supported:</b>	Bradshaw
<b>Motion Status:</b>	Approved

C. Motion – To Approve the Replacement of Fencing at Alaska Cemetery.

Henry stated that Jeff Patterson obtained quotes to replace the broken fencing at Alaska Cemetery. The quote (option 2) from Fence Solutions which is recommended for the Board to approve entails

removing/replacing half of the fence and straightening the remaining half of the fence at a cost of \$3,500.00.

<b>Motion Stated:</b>	Zoller - Motion to approve \$3,500.00 for 135 feet or so of the fence and repair of the rest.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

D. Motion – To Approve the Waste Water Treatment Plant Payment #9.

Robertson stated that this is a continuation of the project at the Waste Water Treatment Plant which is on time and on budget. The project has a 10% retainage built into the contract documents. Since the project is over 50% completed, the retainage is reduced to 5%.

<b>Motion Stated:</b>	Robertson – Motion to approve the Waste Water Treatment Plant Payment #9.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

E. Motion – To Approve Bid for Generator Replacement.

Robertson provided an overview of the Generator replacement project that is detailed within his memorandum dated September 9, 2021 which was included in the Board packet.

<b>Motion Stated:</b>	Zoller – Motion to approve the Option 2 proposal from Michigan Critical Power with confirmation that the concrete pad at a cost of \$4,500.00 is included in the \$72,634.26 total cost.
<b>Motion Supported:</b>	Snoeyink
<b>Motion Status:</b>	Approved

F. Resolution – To Approve Submission of a Grant Application to the MDNRTF to acquire approximately 31.27 acres of property to create the Thornapple River Trail Landing and to commit to funding of \$106,300.00 from Caledonia Township.

*Trustee Zoller recused himself from the meeting at 7:43 p.m.*

Harrison stated that this is a formal reaffirmation by the Township to the County that it will commit to be a 20% cost partner in the MDNRTF grant application to expand the Thornapple River Trail Landing. Board members discussed items that need to be revised within the resolution and that there will be a final appraisal on the property that may alter the commitment by Caledonia Township proportionally.

<b>Motion Stated:</b>	Snoeyink – Motion to approve the amended Resolution to approve submission of a Grant Application to the MDNRTF to acquire approximately 31.27 acres of property to create the Thornapple River Trail Landing and to commit to funding of \$106,300.00 from Caledonia Township.			
<b>Motion Supported:</b>	Robertson			
<b>Roll Call Vote:</b>	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Absent	ZOLLER:	Recused
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
<b>Motion Status:</b>	Approved			

Trustee Zoller returned to the meeting.

- G. Resolution – To approve submission of a grant application to the MDNRTF to acquire approximately 33.8 acres of property to expand the Thornapple Riverbend Greenspace and to commit to funding of \$134,200.00 from Caledonia Township.

Harrison stated that this is a formal reaffirmation by the Township to the County that it will commit to be a 20% cost partner in the MDNRTF grant application to expand the Thornapple Riverbend Greenspace.

<b>Motion Stated:</b>	Snoeyink – Motion to approve the amended Resolution to approve submission of a grant application to the MDNRTF to acquire approximately 33.8 acres of property to expand the Thornapple Riverbend Greenspace and to commit to funding of \$134,200.00 from Caledonia Township			
<b>Motion Supported:</b>	Bradshaw			
<b>Roll Call Vote:</b>	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Absent	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
<b>Motion Status:</b>	Approved			

- H. Discussion – Trail System Next Steps and Plans to Fund.

Harrison stated that a three member subcommittee will be formed to discuss and provide a recommendation for the board to consider as to the next three years of phasing for the Trail System and funding to support the proposed phasing. Harrison proposed that the subcommittee consists of Hermenet, Robertson and Zoller.

<b>Motion Stated:</b>	Harrison – Motion to appoint a three member trail subcommittee consisting of Hermenet, Robertson and Zoller to provide a recommendation for the board to consider as to the next three years of phasing for the Trail System and funding to support the proposed phasing.
<b>Motion Supported:</b>	Robertson
<b>Motion Status:</b>	Approved

- I. Administrative Assistant Hire

Robertson stated that the Search Committee interviewed 10 individuals and recommend the hiring of Judy Briggs as an Administrative Assistant at a position classification of H2. The position has been expanded to other duties such as election assistance and cemetery plot sales.

<b>Motion Stated:</b>	Robertson – Motion to hire Judy Briggs as an Administrative Assistant at a position classification of H2.
<b>Motion Supported:</b>	Harrison
<b>Motion Status:</b>	Approved

## 11. BOARD COMMENTS

**Snoeyink:**

- None

**Hermenet:**

- Absent

**Bradshaw:**

- None

**Harrison:**

- Harrison stated that there are three Community Events in Caledonia in the near future: 1) Harvest Festival on September 25<sup>th</sup>; 2) Halloween Hustle 5K and Fun Run on October 30<sup>th</sup>; and 3) Community Movie Night on October 16<sup>th</sup>.

**Henry:**

- Henry stated that the Caledonia Babble Facebook group has rescheduled its Cemetery Clean-up event for Saturday, October 2<sup>nd</sup>.

**Zoller:**

- None

**Robertson:**

- Robertson stated that he will provide a Township Administrator report for the next board meeting.

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

Harrison thanked Village of Caledonia President Jennifer Lindsay for continuing to attend the township’s board meetings.

**13. ADJOURNMENT**

**Time: 7:55 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