



**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, November 3, 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: 7:00 PM

Roll Call:	SNOEYINK: Present HERMENET: Present BRADSHAW: Present HARRISON: Present	HENRY: Present ZOLLER: Present ROBERTSON: Present
Others Present:	Media, Citizens, Assistant Clerk Skidmore, Jeff Patterson, Jean Patterson, Village President Lindsay, Chief Siler.	

2. PLEDGE OF ALLEGIANCE AND INVOCATION – Supervisor Harrison

3. CONSIDERATION OF THE MEETING AGENDA

Motion Stated:	Harrison – Motion to add 10.R. Closed Session – Michwave Agreement Update to the meeting agenda.
Motion Supported:	Snoeyink
Motion Status:	Approved

Motion Stated:	Zoller – Motion to approve the Meeting Agenda as amended.
Motion Supported:	Snoeyink
Motion Status:	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 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
- G. Report from the Township Administrator

Motion Stated:	Zoller – Motion to approve the Consent Agenda.
Motion Supported:	Hermenet
Motion Status:	Approved

7. REPORT FROM BOARD/COMMITTEE OFFICERS AND STAFF

None

8. CORRESPONDENCE

None

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

- A. Motion – To approve the purchase of a Ventilation Fan for the Fire Department.

Motion Stated:	Zoller – Motion To approve the purchase of a Ventilation Fan for the Fire Department.
Motion Supported:	Snoeyink
Motion Status:	Approved

- B. Motion – To approve the purchase of a RIT Pak for the Fire Department.

Chief Siler stated that RIT is short for Rapid Intervention Team.

Motion Stated:	Zoller – Motion to approve the purchase of a RIT Pak for the Fire Department.
Motion Supported:	Hermenet
Motion Status:	Approved

- C. Ordinance – 1st Reading – An Ordinance to amend the Zoning Ordinance of the Charter Township of Caledonia [Application of Westview Capital, LLC Rezoning from RR Rural Residential District to Conditional R-3 Medium Density Residential District]

Harrison stated that this 1st Reading before the board is at the recommendation of the Planning Commission, however, it was not a unanimous decision by the Planning Commission. Mike West of Westview Capital was present and provided an overview of the proposed project.

Harrison asked whether there was public comment, however, no public comment was received.

Robertson and Zoller expressed concern regarding the number of rentals in this proposed subdivision that will be offered by Westview Capital’s rental division and the property owner’s voting rights in the Homeowners Association.

Motion Stated:	Harrison – Motion to additional condition to allow no more than five properties that will be owned by the development group and held as rental properties.
Motion Supported:	Hermenet
Motion Status:	Approved

Motion Stated:	Robertson - Motion to postpone further consideration of this 1 st Reading and encourage the applicant to meet with the Planner to review the conditions.			
Motion Supported:	Zoller			
Roll Call Vote:	SNOEYINK:	No	HENRY:	Aye
	HERMENET:	No	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	No		
Motion Status:	Approved			

D. Ordinance – 1st Reading – An Ordinance to amend the Zoning Ordinance of the Charter Township of Caledonia from A District to the R-2 Medium Density Single Family District [Application of North Coast Investments, LLC; 8941 Kraft Avenue SE]

Harrison stated that this request is consistent with the Master Plan.

Motion Stated:	Robertson – Motion to consider this 1 st Reading read - An Ordinance to amend the Zoning Ordinance of the Charter Township of Caledonia from A District to the R-2 Medium Density Single Family District (Application of North Coast Investments, LLC; 8941 Kraft Avenue SE).
Motion Supported:	Bradshaw
Motion Status:	Approved

E. Resolution – Resolution of Consent to vacate a portion of Platted Street and Walkway (Seminole Drive).

Robertson stated that the Township has received a petition to vacate Seminole Drive, which is a “paper street” along with the platted walkway that connects to the lake from Campau Lake Drive. The application comes from the property owner at 6987 Campau Lake Drive who has purchased a vacant lot on Seminole (8956) and wishes to join his two properties, which would allow for an accessory building to be built. There are a number of parcels along Campau Lake Drive where this has been done. The assessor has agreed to this request provided the street can be vacated and the properties joined. The Kent County Road Commission has been involved with this process and is willing to vacate its ROW.

Motion Stated:	Zoller – Motion to approve a Resolution of Consent to vacate a portion of Platted Street and Walkway (Seminole Drive).			
Motion Supported:	Snoeyink			
Roll Call Vote:	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	No	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		

Motion Status:	Approved
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F. Motion – To Amend the Appointment Classification for Jeff Patterson

Robertson stated that Jeff Patterson is currently classified as an irregular part time employee but due to the increase of his responsibilities and that his schedule is no longer intermittent, it is proposed to change Jeff Patterson’s classification to a regular part-time employee.

Motion Stated:	Robertson – To Amend the Appointment Classification for Jeff Patterson.
Motion Supported:	Hermenet
Motion Status:	Approved

G. Motion – To approve sponsorship of Halloween Hustle

Motion Stated:	Harrison – To approve the “mummy” level sponsorship in the amount of \$250.00 of the Halloween Hustle.
Motion Supported:	Hermenet
Motion Status:	Approved

H. Resolution – Local Governing Body Resolution for Charitable Gaming Licenses.

Motion Stated:	Harrison – Motion to approve a Local Governing Body Resolution for Charitable Gaming Licenses to the Caledonia Area Travel Soccer Club (John Clark).			
Motion Supported:	Hermenet			
Roll Call Vote:	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Aye	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
Motion Status:	Approved			

I. Motion – To approve Holiday Office Hours.

Motion Stated:	Zoller – Motion to approve the Holiday Office Hours as described in the presented memo by the Township Administrator.
Motion Supported:	Snoeyink
Motion Status:	Approved

J. Motion – To adopt the November 3, 2021 revisions to the Charter Township of Caledonia Personnel Policy Manual.

Motion Stated:	Zoller – Motion to approve the November 3, 2021 revisions to the Charter Township of Caledonia Personnel Policy Manual.
Motion Supported:	Snoeyink
Motion Status:	Approved

K. Motion – To approve the Uniform Video Local Television Franchise Renewal Agreement submitted by Spectrum Mid-America, LLC and authorize the Clerk to sign the document.

Motion Stated:	Snoeyink – Motion to approve the Uniform Video Local Television Franchise Renewal Agreement submitted by Spectrum Mid-America, LLC and authorize the Clerk to sign the document.
Motion Supported:	Hermenet

Motion Status:	Approved
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L. Resolution – Resolution to place the 2021 Winter Special Assessment District on the December 2021 Tax Roll.

Motion Stated:	Snoeyink – Motion to approve a Resolution to place the 2021 Winter Special Assessment District on the December 2021 Tax Roll.			
Motion Supported:	Hermenet			
Roll Call Vote:	SNOEYINK:	Aye	HENRY:	Aye
	HERMENET:	Aye	ZOLLER:	Aye
	BRADSHAW:	Aye	ROBERTSON:	Aye
	HARRISON:	Aye		
Motion Status:	Approved			

M. Motion – To approve Pay Application #10 and Change Order #3 for WWTP.

Robertson spoke to Township Engineer regarding the Change Order who felt the Change Order was appropriate.

Motion Stated:	Robertson – Motion To approve Pay Application #10 and Change Order #3 for WWTP.
Motion Supported:	Bradshaw
Motion Status:	Approved

N. Motion – To re-appoint Greg Zoller and Jessica Marion to the Zoning Board of Appeals (3 year term)

Motion Stated:	Hermenet – Motion to re-appoint Greg Zoller and Jessica Marion to the Zoning Board of Appeals (3 year term)
Motion Supported:	Snoeyink
Motion Status:	Approved

O. Motion – To approve the job description for Fire Inspector.

Motion Stated:	Zoller – Motion to approve the job description for “Fire Inspector”.
Motion Supported:	Snoeyink
Motion Status:	Approved

P. Motion – To approve Internal Job Posting for Fire Inspector.

Motion Stated:	Hermenet – Motion to approve the internal job posting for “Fire Inspector”.
Motion Supported:	Snoeyink
Motion Status:	Approved

Q. Discussion – 2022 Budget

Robertson provided an overview of the proposed 2022 budget as detailed in the Administrator Report – 2022 Budget dated 10/25/2021. The budget hearing scheduled for November 17, 2021 will be publically noticed in the Sun & News on November 6, 2021. Further, the budget document will be available at the Township Hall’s front desk for public viewing. Bradshaw stated that when the

township moves ahead with the next phase of trail development, he would expect that the trail engineering be competitively bid for potential cost savings.

R. Closed Session – Michwave Agreement Update

Harrison reconsidered moving this item to Closed Session and presented the update in the regular board meeting. The Court decided in the Township’s favor and granted the township a monetary settlement in addition to the removal of the towers. Citizens reached out to the Township and asked if tower removal leeway could be granted to avoid disruption of internet to impacted residents. Harrison is proposing that if an administratively complete application is received for construction of a new tower, the township will grant a six month removal extension for the impacted uncompliant tower until the new tower is constructed to avoid disruption of service; if construction of the new tower is delayed and the planner recommends additional extension, subsequent extensions can be approved by the Board of Trustees; and the property owner or contractor applicant can apply to the Zoning Board of Appeals for possible approval if site conditions on an individual parcel make compliance not possible.

Motion Stated:	Harrison – Motion to approve Michwave Agreement proposal as presented.
Motion Supported:	Robertson
Motion Status:	Approved

11. BOARD COMMENTS

Snoeyink:

- None

Hermenet:

- Hermenet wanted clarification on the existing trail design agreement with Prein and Newhof and whether the trail design work should be sent out to bid.

Bradshaw:

- Bradshaw stated that he has been involved with meetings with MDOT regarding M37 safety, capacity and design improvements. Harrison stated that MDOT presented eight alternatives to the current M37 issues and Harrison and Bradshaw will continue to work to advocate for improved capacity and design aesthetics for this corridor.

Harrison:

- Harrison stated that the “Movies in the Park” event in October went well and attendance was encouraging for future events.
- Harrison stated that the Township is currently planning its 2nd Annual Luminary Walk on December 11, 2021 at the Community Green from 7:00 p.m. – 9:00 p.m.
- The additional pickle ball courts have been completed at the Community Green.

Henry:

- None

Zoller:

➤ None

Robertson:

➤ None

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

Earl Jourden, 6981 Whitneyville Avenue SE, expressed his concerns regarding mowing, sign and guard rail issues on Whitneyville Avenue SE.

13. ADJOURNMENT

Time: 8:38 PM

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