

HOLLAND CHARTER TOWNSHIP BOARD OF TRUSTEES

Regular Meeting  
September 7, 2023

The Treasurer called the meeting to order at 7:00 p.m.

Present: Clerk Michael Dalman, Treasurer Vince Bush, and Trustees Elliott Church, Dave DeYoung, Russ TeSlaa, and Gretchen Molotky. Also present was Township Manager Steve Bulthuis, Community Development Director Corey Broersma, and Planning Commission Chair Randy Kortering.

Absent: Supervisor Terry Nienhuis

The Pledge of Allegiance was recited and Mr. TeSlaa gave the invocation. Mr. Bush stated that agenda item 7 was to be removed at the applicant's request.

Citizen's Comments: Randy Kortering, Planning Commission Chair, updated the Board on current activity with the Planning Commission. He also gave some possible examples of planning areas they would like to work on next year including housing, apartment sizes, parking, farm stands, food wagons, and EV charging stations. Randy updated the Board on some work he has done on a committee for materials management (formerly solid waste). Board members shared their input of areas to include for study such as panhandling.

Mr. Bush reviewed the consent agenda.

23-86 A motion was made by Mr. TeSlaa, supported by Ms. Molotky, to approve the consent agenda including communications (thank you notes from Momentum Center and Zeeland Historical Society), operational reports (August Building Permit Activity and July Sheriff's Office report), bills and financial transactions for the month of August, and the minutes of the Board meeting held on August 17, 2023.

All supported the motion  
Motion declared adopted

The Board then had a second reading and considered for adoption of the 2023 Zoning Ordinance Text Amendments. The proposed amendments present various changes to ordinances that staff or our community have noted as needing consideration for revision. A committee met and developed the proposed revisions. Community Development Director Broersma and Planning Commission Chairperson Kortering answered questions.

23-87 A motion was made by Mr. Bush, supported by Mr. DeYoung, to approve Ordinance No. 647 –2023 Zoning Ordinance Text Amendments.

Roll call vote: Yes-6, No-0, Absent-1  
Motion declared adopted

The next item was the consideration of a resolution to enter into a facility encroachment agreement with CSX. This related to the bore and jack underground pipeline installation at E. Lakewood Boulevard as part of the E. Lakewood Boulevard Sewer Project and stated the Township will pay CSX Transportation, Inc. a one-time nonrefundable Encroachment Fee of \$5100.00 upon execution of the Agreement.

23-88 Mr. Bush offered a resolution, supported by Mr. Dalman, to enter into a facility encroachment agreement with CSX as presented.

All supported the resolution  
Resolution declared adopted

The next item was the consideration of a proposal to update the Parks Asset Management Plan. The first Parks Asset Management Plan was completed in 2018 and the update would be performed to incorporate new assets and revise existing data. Staff recommends the authorization of the update at a cost estimated at \$16,000.00 to be done by Prein & Newhof with a final report available by the end of the year.

23-89 Mr. Bush made a motion, supported by Mr. Church, to approve the proposal to update the Parks Asset Management Plan.

All supported the motion  
Motion declared adopted

The next item was the consideration of two operational and capital improvement expenditures. The first item was the purchase of an elevator for the Community Center. The recommendation is to purchase the elevator from low bidder Kone People Flow Solutions for a cost of \$123,400.00.

23-90 Mr. DeYoung made a motion, supported by Ms. Molotky, to approve the purchase of an elevator from Kone People Flow Solutions.

All supported the motion  
Motion declared adopted

The next item was the consideration of a proposal to purchase electrical gear (transformers, panels, switchboards). The materials would be purchased in advance of construction of the Community Center and our local electrical contractor Town and Country Group is willing to acquire, store, and deliver the materials to the site at the time needed for a fee of \$14,474.66. Total cost equals \$167,906.05.

23-91 Mr. DeYoung made a motion, supported by Ms. Molotky, to approve the bid from Town and Country Group to purchase electrical gear in an amount not to exceed \$167,906.05.

All supported the motion  
Motion declared adopted

Mr. Bulthuis shared his administrative report. Board members shared committee reports.

The meeting adjourned at 8:21 P.M.

Respectfully submitted,

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Michael Dalman, Clerk

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Vince Bush, Treasurer