

HOLLAND CHARTER TOWNSHIP BOARD OF TRUSTEES

Regular Meeting
July 17, 2025

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

Present: Supervisor Russ TeSlaa, Clerk Michael Dalman, Treasurer Vince Bush, and Trustees Elliott Church, Dave DeYoung, and Terry Nienhuis. Also present were Township Manager Steve Bulthuis and Finance Director Warren Smith.

Absent: Trustee Gretchen Molotky

The Pledge of Allegiance was recited and Mr. TeSlaa gave the invocation.

Citizen's Comments: None

Mr. TeSlaa opened a public hearing to consider an IFEC transfer request from ADAC Electronics, LLC. The request is to transfer Exemption Certificate #2014-274 (Real Property Only) from EBW Electronics, LLC. The district was established in 1994. Representing ADAC Electronics were Attorney Kenneth Vermeulen and Finance Director Jennifer Williamson. Mr. TeSlaa closed the public hearing.

25-71 A resolution was offered by Mr. Nienhuis, supported by Mr. Bush, to approve the IFEC transfer request from EBW Electronics, LLC to ADAC Electronics, LLC as presented for real property only.

All supported the resolution
Resolution declared adopted

Mr. TeSlaa reviewed the consent agenda.

25-72 A motion was made by Mr. Bush, supported by Mr. TeSlaa, to approve the consent agenda including communications (none), operational reports (Building Report for June, Fire Department Report for June, and Sheriff's Department Report for May/June), bills and financial transactions for the month of June, and the minutes of the Board meeting held on June 19, 2025.

All supported the motion
Motion declared adopted

The Board then had a presentation on the FY2024 Audit Review from Mike Vredeveld, Partner, Vredeveld/Hafner LLC.

The Board then considered a land division within a recorded plat for 59 River Hills Drive (Parcel #70-16-20-451-014). The division is requested for an increased lot size and has been signed off by staff. Present to answer questions was owner Jason Kortman.

25-73 A motion was made by Mr. Nienhuis, supported by Mr. Bush, to approve the land division for 59 River Hills Drive.

All supported the motion
Motion declared adopted

The Board then considered approval of the request from Westview Capital LLC for the Final Plat of Westwood Estates. Westwood Estates is a residential subdivision consisting of 50 single-family lots located west of the Knollwood Planned Unit Development. This was previously approved but needs approval following approval by the County Plat Board.

25-74 A motion was made by Mr. Bush, supported by Mr. Dalman, to approve the Final Plat of Westwood Estates.

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

Mr. Dalman introduced and the Board held a first reading on an amendment to the Code of Ordinances – Chapter 7 – Property and Housing Maintenance Code.

The Board then considered approval of Final Site Condominium Approval for Silverwater Phase 4 – 0 (vac) Quincy St. (70-16-06-400-027). Present to explain the project and answer questions was Chris Kohane.

25-75 A motion was made by Mr. Nienhuis supported by Mr. Church, to approve the Final Site Condominium for Silverwater Phase 4.

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

The next item for consideration was the 2026-2031 Six-Year Capital Improvement Plan (CIP). The initial draft plan was distributed and reviewed on June 5 with further review at the June 19 Board meeting. Mr. Smith reviewed six changes to the plan made since our June 5 meeting.

25-76 A motion was made by Mr. Bush, supported by Mr. Nienhuis, to approve the 2026-2031 Six-Year Capital Improvement Plan.

Roll call vote: Yes-5, No-1, Absent-1
Motion declared adopted

The next item on the agenda was the consideration of bids for construction management services for renovations to the east wing of the township hall. Greg Maybury of Greg Maybury Consulting LLC reviewed the bids and the recommendation is to proceed with the proposal from Lakewood Construction Co. for construction management services in the amount of \$12,100.00.

25-77 Mr. Church made a motion, supported by Mr. DeYoung, to approve the bid for construction management services from Lakewood Construction.

All supported the motion
Motion declared adopted

The next items for discussion were two operational and capital improvement expenditures. The first was Helder Park parking lot resurfacing. Bids were received from multiple bidders and the lowest bidder for each component is recommended for approval for a total amount of \$386,727.00. Mr. Maybury reviewed the project.

25-78 A motion was made by Mr. Bush, supported by Mr. Nienhuis, to approve the bids from various bidders along with allowances for irrigation repair, storm sewer repair, and subbase replacement, and a 10% contingency for Helder Park parking lot resurfacing and improvements in the amount of \$386,727.00.

All supported the motion
Motion declared adopted

The next item was Pump Station #2 improvements. Mr. Bulthuis reviewed the bids and recommended approval of the Allied Mechanical Services, Inc. bid (\$2,121,500.00) with contingencies/engineering costs for a total authorization of \$2,650,000.00.

25-79 A motion was made by Mr. Dalman, supported by Mr. TeSlaa, to approve the improvements to Pump Station #2 in the amount of \$2,650,000.00.

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

Mr. Bulthuis shared his administrative report. Committee members shared their reports. Board members shared information and questions. The meeting adjourned at 8:20 P.M.

Respectfully submitted,

Michael Dalman, Clerk

Russ TeSlaa, Supervisor