

HOLLAND CHARTER TOWNSHIP BOARD OF TRUSTEES

Regular Meeting  
May 2, 2024

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

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

Absent: Trustee Gretchen Molotky

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

Citizen's Comments: Margo Walters, candidate for trustee, addressed the Board regarding food trucks in the Township.

Mr. Nienhuis reviewed the consent agenda.

24-38 A motion was made by Mr. TeSlaa, supported by Mr. DeYoung, to approve the consent agenda including communications (none), operational reports (Building Department Report for April and Sheriff's Department Report for March), bills and financial transactions for April, and the minutes of the Board meeting held on April 18, 2024.

All supported the motion  
Motion declared adopted

Mr. Bush introduced and the Board had a first reading of one Zoning Map Amendment Ordinance – 0 Paw Paw Drive – C-2 Community Commercial to R-1 Low Density Residential (Parcels 70-16-23-400-067, -068, -069, -070, & -071).

The next item for consideration was the allocation of American Rescue Plan Act (ARPA) funding for the community center. The Township received \$4,065,882.00. It is the recommendation of staff that the entire amount be allocated to the community center.

24-39 A motion was made by Mr. TeSlaa, supported by Mr. Bush, to allocate our ARPA funding to the community center.

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

The next agenda item involved approval of the FY2025 Holland SmartZone Local Development Finance Authority (LDFA) Budget and contracts for service with the City of Holland and City of Holland Downtown Development Authority. Mr. Bulthuis reviewed the budget. The contract for fiscal services is a renewal with a term expiring on June 30, 2026.

24-40 A motion was made by Mr. Bush, supported by Mr. TeSlaa, to approve the FY2025 Holland Satellite SmartZone LDFA Budget and contracts for service with the City of Holland and City of Holland Downtown Development Authority.

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

The Board then considered several operational and capital improvement expenditures. The first item was replacement of utility carts. The two utility vehicles are used for general maintenance needs. The recommendation is to award

the bid to Chief Cart in an amount not to exceed \$3969.00 which is the price of two vehicles minus the trade-in of four vehicles.

24-41 A motion was offered by Mr. DeYoung and supported by Mr. Dalman to approve the purchase of two utility vehicles from Chief Cart.

All supported the motion  
Motion declared adopted

The next item was pickleball enhancements at Helder Park. The pickleball improvements will add pickleball striping to the two tennis courts and portable nets added to ensure the courts can still be used for tennis. The enhancements will cost approximately \$11,571.00.

24-42 A motion was offered by Mr. TeSlaa and supported by Mr. Bush to approve the pickleball enhancements at Helder Park for a cost not to exceed \$12,750.00 (estimated cost and contingency).

All supported the motion  
Motion declared adopted

The next item for consideration was non-motorized pathway reconstruction/resurfacing. Six bids were received for the repairs and reconstruction with the staff recommendation to approve the low bid from Bob’s Asphalt Paving, Inc. (\$269,045.00), plus a contingency, for an amount not to exceed \$296,000.00.

24-43 A motion was offered by Mr. Bush and supported by Mr. Dalman to approve the bid from Bob’s Asphalt Paving, Inc. for non-motorized pathway reconstruction/resurfacing.

All supported the motion  
Motion declared adopted

The next item for consideration was related to routine manhole inspection, maintenance, and repair for the approximately 4300 manholes in our system. It is anticipated that repairs will be required as a result of this program. The staff recommendation is to approve a proposal from Advanced Rehabilitation Technology (ART) to complete work on eighteen manholes along with warranty work at Lift Station #1 (132 Howard). The cost is \$153,455.00 with the addition of contingencies for a total authorization of \$176,455.00.

24-44 A motion was offered by Mr. DeYoung and supported by Mr. Church to approve the proposal for manhole and wet well rehabilitation.

All supported the motion  
Motion declared adopted

Lastly, the Board considered the purchase of a standby generator for lift station #25, located at Adams Street. The installation will be coordinated by Township staff with the assistance of local contractors. Estimated cost is \$83,534.00. The request is to approve this cost and a 15% contingency for a recommended total authorization of \$96,064.00.

24-45 A motion was offered by Mr. Dalman and supported by Mr. TeSlaa to approve the installation of a standby generator for lift station #25.

All supported the motion  
Motion declared adopted

Mr. Bulhuis shared his administrative report. Committee members shared their reports.

The meeting adjourned at 7:52 P.M.

Respectfully submitted,

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Michael Dalman, Clerk

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Terry Nienhuis, Supervisor