

DRAFT COPY
Vergennes Township
Regular Meeting of the Township Hall
December 18, 2017

The meeting was called to order by Tim Wittenbach at 7:00 pm.

Roll Call - J. Hoffman, Wittenbach, H. Hoffman, Gillett, Rasch, were present. None absent

The agenda was approved with three changes. 1.- Approval of the November 20 2017 closed meeting minutes 2-Addition to old business- Hall Update. 3-Addition to New Business- Lowell Expo 2018 discussion. Motion by H. Hoffman to approve the agenda with the three changes Gillett seconded. All members voted yes. **Motion carried.**

The November 20, 2017 Regular Board Meeting minutes were approved with a motion by Gillett, seconded by J. Hoffman. All members voted yes. **Motion carried**

The November 27, 2017 special meeting minutes were approved with a motion made by Gillett, Rasch seconded. All members voted yes. **Motion carried.**

The November 20, 2017 closed meeting minutes were approved with the corrected spelling of R. Gillett's name by a motion from Gillett, Rasch seconded. All members voted yes. **Motion carried**

The treasurer's report was read. J. Hoffman motioned to pay the bills as listed, Gillett seconded. All members voted yes. **Motion carried.**

Public Comment

None

Old Business:

1. Hall Facility Update- Survey and Topography Study- Lowell Congregational Church building discussion

The Lincoln Lake township property has been surveyed and had a topography study completed by Roosien and Associates.

In mid-December, Supervisor Wittenbach was contacted by the pastor of Park Congregational Church to approach the Vergennes Township Board with information that the Lowell Congregational Church may be looking to sell their property. The Pastor asked if the Township Board would have any preliminary interest in the property. The board had a lengthy discussion of the building size and design, property layout, and the potential use as the future township hall. The board believes this site, at the right price, could be an option for the future township offices. J. Hoffman motioned to continue to gather information on the Lowell Congregational Church facility and pursue this building as an option for the future township hall. Wittenbach supported. The Board believes there are a lot of unknowns that need to be answered, but if this building becomes available, this could be a viable option for the township offices. It was discussed to inform Tim

Spitzley the architect on the current building project, involved and get his input on possible design renovations. All members voted yes. **Motion carried.**

New Business:

1. Appointments

- **Planning Commission-** Wittenbach motioned to reappoint Penny Rozema to the Planning Commission- term ending 2020 and appoint Stephanie Peel to fill the vacant term –ending 2019. J. Hoffman seconded. All members voted yes. **Motion carried.**
- **Zoning Board of Appeals-**Wittenbach motioned to reappoint Roger Odell to another term on the Zoning Board of Appeals, Term ended 2020. Gillett seconded. All members voted yes. **Motion carried.**
- **Construction Board of Appeals-**Wittenbach motioned to reappoint Nate Post to another term on the Construction Board of Appeals- Gillett seconded. All members voted yes. **Motion carried.**
- **Township Treasurer-**The Board received two application and held interviews on for the Treasurer’s appointment. The Board discussed the applicants and their qualifications. Wittenbach motioned to appoint Deputy Treasurer Janine Mork to the position of Township Treasurer as her qualifications best fit the need for the position. Gillett supported. Members Wittenbach, H. Hoffman, Gillett and Rasch voted yes. J. Hoffman did not have a vote in this position. **Motion carried.**

2. CDBG 2017-2018 Allocations

The Kent County Community Action Program manager Darrell Singleton II sent a letter with approval for the FY17-18 Community Development Block Grant funding for North Kent Transit of \$3879.00. Gillett Motioned for a Public Hearing to take place for approval of the allocations of these funds. Wittenbach seconded. All members voted yes. **Motion carried.**

3. Collection of Summer taxes for LAS, GRCC & KISD

J. Hoffman motioned to collect the summer taxes for Lowell Area Schools, Grand Rapids Community College and Kent Intermediate School District. Seconded by H. Hoffman. All members voted yes. **Motion carried.**

4. Calendar of Meeting dates & Holiday Hours for 2018

H. Hoffman motioned to adopt the holiday calendar and to approve the Regular Board Meeting dates for 2018 as follows:

January 15, 2018

February 19, 2018

March 19, 2018

April 16, 2018

May 21, 2018

June 18, 2018

July16, 2018

August 20, 2018

September 17, 2018

October 15, 2018

November 19, 2018

December 17, 2018

J. Hoffman supported. All members voted yes. **Motion carried.**

5. **Lowell Expo 2018**

The board discussed having a Vergennes Township booth at the March 24, 2018 expo as another tool to inform residents on what is currently happening in the township. Many residents go through the expo and it would give us the opportunity to answer questions and provide more information about the proposed Township Hall plans. H.Hoffman motioned to fill out an application to participate in the 2018 Lowell Chamber of Commerce Expo on March 24. Rasch seconded. All members voted yes. **Motion Carried.**

Public Comment

Wittenbach, the Board and Jeanne Vandersloot all thanked Jean Hoffman for her many years of service to the people of Vergennes Township. The Board wished her well in retirement and her future travels and let her know that she will be missed in the office. J. Hoffman thanked everyone in the township and on the Board and is looking forward to her time in warm weather.

The meeting was adjourned at 8 pm. The next regular Board meeting is scheduled for January 15, 2018