

**THE CHARTER TOWNSHIP OF COOPER**  
**Regular Township Board Meeting**  
**February 13, 2023**

The regular meeting of the Cooper Charter Township Board was held on Monday, February 13, 2023.

**MEMBERS PRESENT:**

Supervisor, Jeff Sorensen  
Clerk, DeAnna Janssen  
Treasurer, Carol DeHaan  
Trustee, Jim Frederick  
Trustee, Dan Williams  
Trustee, Adam Tuinstra  
Trustee, Fred Vlietstra

**MEMBERS ABSENT:** None.

Chief Emig and 21 interested people present. Supervisor Sorensen called the meeting to order at 7:00 pm.

**CONSENT AGENDA:**

Items on the consent agenda:

- a) Board Meeting Minutes of January 9 & 31, 2023
- b) Receipts and Disbursements Report
- c) January 2023 KCSO Calls for Service Report
- d) Assessing 2022 Year End Report
- e) Treasurer Reports for November & December 2022
- f) Attorneys Ordinance Enforcement Report – December & January
- g) Constellation Trust 4<sup>th</sup> Quarter
- h) HHW 4<sup>th</sup> Quarter Report
- i) Bi-Annual Treasurer's Investment Report
- j) ARPA Funds Use Spreadsheet

The board and citizens were asked if they wanted any items removed from the consent agenda. Item C removed by Fred Vlietstra. Motion by Williams supported by Frederick to approve the consent agenda as amended. Motion carried 7-0.

**ADDITIONS OR DELETIONS TO AGENDA:**

Motion by DeHaan, supported by Frederick to approve the agenda as written. Motion carried 7-0.

**CITIZEN COMMENTS:**

Resident complained about the special board meetings that took place in the months of December and January. Resident said the comment he wants in the minutes isn't that we don't like the fire department, but who should be paying for the fire department is the question that he had. Also wondering why, the current amount scheduled to be collected for taxes is so low when houses have been selling like crazy and taxable values should be increasing that amount of revenue.

**CONSIDER FIRE DEPARTMENT REPORTS:**

Motion by Vlietstra, supported by Frederick to approve the reports. Motion carried 7-0.

**PRESENTATION BY KEVIN TRAYER– POST OFFICE CONSOLIDATION.**

Motion by Vlietstra, supported by Williams to have the Supervisor issue a letter in opposition of the plan to consolidate. Motion carried 7-0.

**PUBLIC HEARING ON THE 2023/2024 FISCAL YEAR GENERAL FUND BUDGET:**

Motion by Janssen, supported by Frederick to open the public hearing.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Tuinstra, Williams

No: none

Absent: none

Motion Carried 7-0.

The Public Hearing on the 2023/2024 General Fund Budget was called to order.

The Clerk presented to the board the Notice of Public Hearing & Proof of Publication. No written comments were received by the clerk. The Supervisor asked for public comments, there were none.

Motion by Vlietstra, supported by Tuinstra to close the Public Hearing on the 2023/2024 General Fund Budget for the fiscal year ending on March 31, 2024 at the highest functioning level in the amount of \$3,160,300.00 for revenues and \$3,160,300.00 for expenditures, and

Furthermore, be it moved that the total general millage to be levied in the 2023/2024 fiscal year is expected to generate approximately \$260,000.00 in revenues of which \$200,000.00 will be used for the purpose of funding road maintenance and construction and the balance to offset the expenses incurred in the other departments, and

Furthermore, be it moved that this budget be compared with actual expenditures on a periodic bases throughout the budget year that the budget be amended as necessary to prevent the expenditure of funds in excess of the budgeted amount. Also, that the Supervisor and the Clerk be authorized to transfer up to \$50,000.00 between functions if necessary.

And finally, be it moved to adopt the Budget and Appropriations Act Resolution of Cooper Charter Township for the fiscal year ending March 31, 2024.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Tuinstra, Williams

No: none

Absent: none

Motion Carried 7-0.

**ADOPTION OF SPECIAL FUNDS FOR THE 2023/2024 FISCAL YEAR:**

Motion by Frederick, supported by Williams to adopt the 2023/2024 Street Lighting Fund, Water & Sewer Fund, Solid Waste & Recycling Fund, Building Dept Fund, ARPA Fund, Public Improvement Fund, Fire Capital Improvement Fund, Retiree Health Fund, and the Capital Projects Fund as written.

There were no other comments from the board or public.

Roll Call Vote:

Yes: Vlietstra, Frederick, Janssen, Sorensen, DeHaan, Tuinstra, Williams

No: none

Absent: none

Motion Carried 7-0.

**CONSIDER RE-APPOINTING PLANNING COMMISSION MEMBERS JIM FREDERICK, ALAN ASSELMEIER, LEONARD BOEKHOVEN, AND VERN JOHNSON TO A 3-YEAR TERM TO END FEBRUARY 2026.**

Motion by Janssen, supported by Williams to re-appoint. Motion carried 7-0.

**CONSIDER RESOLUTION NO. 23-236 ADOPTING THE 2023 POVERTY EXEMPTION GUIDELINES.**

Motion by DeHaan, supported by Tuinstra to adopt Resolution No. 23-236. Motion carried 7-0.

**CONSIDER RESOLUTION NO. 23-237 ALLOWING A QUALIFIED PROPERTY OWNER TO FILE A WRITTEN REQUEST WITH THE JULY OF DECEMBER BOARD OF REVIEW TO CLAIM A PRINCIPAL RESIDENCE EXEMPTION.**

Motion by Williams, supported by Vlietstra to adopt Resolution No. 23-237. Motion carried 7-0.

**CONSIDER RESOLUTION NO. 23-238 PROPERTY TAX EXEMPTION APPLICATION.**

Motion by DeHaan, supported by Williams to adopt Resolution No. 23-238. Motion carried 7-0.

**CONSIDER 2023/2024 ROAD PROJECT RECOMMENDATIONS.**

Motion by Frederick, supported by Vlietstra to approve the list as it was revised during the meeting...1<sup>st</sup> five projects on the handwritten list provided. Motion carried 7-0.

**PROPOSAL FROM HI-TECH FOR NEW SERVER:**

Motion by DeHaan, supported by Frederick to approve this expense for 2023/2024 fiscal year. Motion carried 7-0.

**ASSESSING YEAR IN REVIEW PULLED FROM THE CONSENT AGENDA BY FRED VLIETSTRA.**

Motion by Vlietstra, supported by DeHaan to approve this report. Motion carried 7-0.

**TRUSTEE COMMENTS:**

Vlietstra – Great job on the Assessing Report

Frederick – Thank you Jeff for working together with me on the list of road projects.

There being no further business to come before the board, the meeting was adjourned at 7:55 pm.

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DeAnna Janssen, Clerk

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Attested: Jeff Sorensen, Supervisor

I, the undersigned DeAnna Janssen, the duly qualified and elected Clerk for the Charter Township of Cooper, Kalamazoo County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular board meeting held on the 13th day of February, 2023.

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DeAnna Janssen, Clerk  
Cooper Charter Township