

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

The regular meeting of the Cooper Charter Township Board was held on Monday, March 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 23 interested people were present. Supervisor Sorensen called the meeting to order at 7:00 pm.

CONSENT AGENDA:

Items on the consent agenda:

- a) Board Meeting Minutes of February 2023
- b) February Receipts and Disbursements Report
- c) February 2023 KCSO Calls for Service Report
- d) Attorneys Ordinance Enforcement Report - February
- e) Gull Lake Sewer & Water Audit Reports
- f) Treasurers Report – Jan 2023
- g) ARPA Funds Worksheet

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

ADDITIONS OR DELETIONS TO AGENDA:

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

CITIZEN COMMENTS:

Resident mentioned according to some research that he has done, the supervisor is paid adequately, treasurer is underpaid, and the clerk seems to be grossly underpaid. Why is that? Also has complaints about a home at 7400 Riverview and the obvious ordinance violations there. What is being done about those?

CONSIDER FIRE DEPARTMENT REPORTS:

Motion by Frederick, supported by Vlietstra to approve the reports and the addition of a Knox Box at the Township. Motion carried 7-0.

PRESENTATION BY GAIL WALTER – URBAN BIRD TREATY DESIGNATION PROGRAM:

Motion by Janssen, supported by Tuinstra to direct the Supervisor to write and send a letter of support from Cooper Township to the Urban Bird Treaty Designation Program. Motion carried 7-0.

**PRESENTATION BY BRUCE VANDERWEELE - PROPOSED TOWNSHIP HALL
CONSTRUCTION PLANS:**

Motion by Williams, supported by Janssen to approve the plans and to direct Mr. VanderWeele to send invitations out to contactors for bid. Motion carried 7-0.

AMENDMENTS AND JOURNAL ENTRIES TO THE 2022/2023 FISCAL YEAR BUDGET:

Motion by DeHaan, supported by Frederick to approve the amendments/journal entries. Motion carried 7-0.

RE-APPOINT THE FIRM OF SIEGFRIED CRANDALL AS TOWNSHIP AUDITORS FOR FISCAL YEAR 2023/2024 AND AUTHORIZE CLERK TO SIGN AUDIT LETTER OF UNDERSTANDING:

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

RE-APPOINT PREIN NEWHOF AS TOWNSHIP ENGINEERS FOR FISCAL YEAR 2023/2024:

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

RE-APPOINT WIGHTMAN & ASSOCIATES AS ALTERNATE TOWNSHIP ENGINEERS ON SPECIAL PROJECTS FOR FISCAL YEAR 2023/2024:

Motion by Frederick, supported by DeHaan to re-appoint. Motion carried 7-0.

RE-APPOINT JULIE JOHNSTON, A.I.C.P. AS TOWNSHIP PLANNING/ZONING COORDINATOR FOR FISCAL YEAR 2023/2024:

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

RE-APPOINT MICHAEL HOMIER OF FOSTER SWIFT AS TOWNSHIP ATTORNEY AND ROXANNE SEEBER OF BAUCKHAM, SPARKS, ROLFE, LOHRSTORFER & THALL, P.C. AS ORDINANCE ENFORCEMENT COUNSEL FOR FISCAL YEAR 2023/2024:

Motion by DeHaan, supported by Vlietstra to re-appoint. Motion carried 7-0.

ADOPT MEETING SCHEDULE FOR FISCAL YEAR 2023/2024:

Motion by Frederick, supported by Williams to adopt. Motion carried 7-0.

ADOPT FEE SCHECULE FOR FISCAL YEAR 2023/2024:

Motion by Frederick, supported by Williams to adopt. Motion carried 7-0.

DESIGNATE ARBOR CREDIT UNION; CIBA; FLAGSTAR BANK; ADVIA CREDIT UNION; MERCANTILE BANK; PNC; COMERICA; CONSUMERS CREDIT UNION; MULTI BANK SECURITIES; FIFTH THIRD BANK; HUNTINGTON BANK; FNB OF MICHIGAN AND ANY OTHER FDIC INSURED INSTITUTIONS AS DEPSOTORIES OF TOWNSHIP FUNDS FOR THE FISCAL YEAR 2023/2024:

Motion by Janssen, supported by Vlietstra to approve. Motion carried 7-0.

CONSIDER HOURLY WAGE AND PER DIEMS FOR FISCAL YEAR 2023/2024:

Motion by Frederick, supported by Williams to approve. Motion carried 7-0.

MOTION TO ALLOW THE SUPERVISOR, CLERK, AND TREASURER TO ABSTAIN FROM VOTING ON THEIR INDIVIDUAL SALARIES:

Motion by Frederick, supported by Williams to approve. Motion carried 7-0.

RESOLUTION NO. 23-240 TO ESTABLISH TOWNSHIP SUPERVISORS SALARY AT \$61,310.00 FOR THE 2023/2024 FISCAL YEAR:

Motion by Frederick, supported by Vlietstra to adopt.

ROLL CALL VOTE:

Yes – Vlietstra, Frederick, Janssen, DeHaan, Tuinstra, Williams

No – None

Abstain – Jeff
Motion carried 6-0.

RESOLUTION NO. 23-241 TO ESTABLISH TOWNSHIP CLERKS SALARY AT \$61,310.00 FOR THE 2023/2024 FISCAL YEAR:

Motion by Vlietstra, supported by DeHaan to adopt.

ROLL CALL VOTE:

Yes – Vlietstra, Frederick, Sorensen, DeHaan, Tuinstra, Williams

No – none.

Abstain – Janssen

Motion carried 6-0.

RESOLUTION NO. 23-242 TO ESTABLISH TOWNSHIP TREASURERS SALARY AT \$61,310.00 FOR THE 2023/2024 FISCAL YEAR:

Motion by Vlietstra, supported by Williams to adopt.

ROLL CALL VOTE:

Yes – Vlietstra, Frederick, Janssen, Sorensen, Tuinstra, Williams

No – none.

Abstain – DeHaan

Motion carried 6-0.

RESOLUTION NO. 23-243 FOR PROPERTY TAX PAYMENT DESIGNEE APPOINTMENTS FOR FISCAL YEAR 2023/2024:

Motion by Janssen, supported by DeHaan to adopt.

ROLL CALL VOTE:

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

No – none.

Motion carried 7-0.

APPROVAL TO SIGN AND PAY 2023/2024 INSURANCE BINDERS:

Motion by Frederick, supported by Janssen to approve. Motion carried 7-0.

DISCUSS LAWN MAINTENANCE QUOTES FROM GENERAL LAWN CARE, AWESOME LAWNS, AND PROTURF:

Motion by Williams, supported by Frederick to accept a bid from Awesome Lawns for 2023/2024 Fiscal Year.

Motion Carried 7-0.

CONSIDER ADOPTION OF ASSESSING POLICIES:

Motion by DeHaan, supported by Janssen to adopt. Motion carried 7-0.

PRESENTATION BY JOHN CRUMB OF GLSW REGARDING NEW RATES:

Motion by DeHaan, supported by Tuinstra, to adopt Resolution 23-244.

ROLL CALL VOTE:

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

No – none.

Motion Carried 7-0.

TRUSTEE COMMENTS:

Williams mentioned that he wants to be clear that the office hours posted are for the office...not specifically for the Supervisor, Clerk, Treasurer. He also mentioned that the executive board works a lot of hours outside of the posted office hours for a variety of reasons.

Janssen commented that AV Applications have gone out.

Frederick mentioned that he appreciates the lack of salary increases requested by the executive board this year.

There being no further business to come before the board, the meeting was adjourned at 9:00pm.

DeAnna Janssen, Clerk

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 March 2023.

DeAnna Janssen, Clerk
Cooper Charter Township