

PROPOSED MINUTES  
LAKETOWN TOWNSHIP  
BOARD OF TRUSTEES  
4338 BEELINE ROAD  
ALLEGAN COUNTY  
HOLLAND, MI 49423

RESCHEDULED REGULAR  
BUSINESS MEETING  
April 29, 2020

ARTICLE I. CALL TO ORDER

Township Supervisor Linda Howell called the rescheduled regular monthly Board of Trustees meeting to order at 5:00 p.m. electronically through the ZOOM application and read the following statement:

Pursuant to Governor Whitmer's Executive Order 2020-48 the Laketown Township Board of Trustees in order to protect the public health will conduct its meeting via electronic communications. Any member of the public wishing to listen to the proceedings or provide public comment may do so by using the chat feature on zoom to raise their hand and wait to be recognized by the Supervisor or Manager who will be monitoring the chat feature. Per the Township's normal protocols, each person making public comment is asked to limit their comments to 3 minutes.

MEMBERS PRESENT: Linda Howell, Gary Dewey, Ed Stielstra  
Michelle Sall (5:05 p.m.), Jim Johnson (5:07 p.m.)  
MEMBERS ABSENT: none  
STAFF PRESENT: Al Meshkin – Township manager  
Jim Hayden – Public information officer  
Doug Den Bleyker – Graafschap Fire Chief

ARTICLE II. REVIEW AND APPROVAL OF MINUTES

The board members reviewed the minutes of the March 11, 2020 meeting. **A motion was made by Stielstra and seconded by Johnson to approve the minutes as submitted. Supervisor Howell called for a vote on the motion. MOTION UNANIMOUSLY APPROVED BY ROLL CALL VOTE**

ARTICLE III. FINANCIAL REPORT / REVIEW & APPROVE THE BILLS

Howell reviewed the bills for the month of March 2020. Following discussion, **a motion was made by Dewey and seconded by Johnson to approve and pay the bills as submitted. Howell called for a vote on the motion. MOTION UNANIMOUSLY APPROVED BY ROLL CALL VOTE**

ARTICLE IV. CORRESPONDENCE RELATED TO AGENDA ITEMS - None

ARTICLE V. REPORT OF OFFICERS

A. COUNTY COMMISSIONER – DEAN KAPENGA.

Allegan County finances stable despite Covid-19; check AlleganCounty.org for virus updates and high-water issues.

B. PLANNING COMMISSION – JOHNSON

Planning commission did not meet; Meshkin reported he has received many questions about the Master Plan, which is on hold for now. Meetings with residents will likely be this summer.

C. ZONING BOARD OF APPEALS - STIELSTRA

Zoning board of appeals did not meet.

D. PARKS COMMISSION – TOM SHUFF

Talked about welcoming signs and discussed possible millage.

E. GRAAFSCHAP FIRE DEPARTMENT – CHIEF DOUG DEN BLEYKER

Response calls for March: 53 calls total; 14 from Fillmore Township consisting of six fire and eight medical/rescue; 36 from Laketown Township consisting of eight fire and 28 medical/rescue; three assists to other departments, one fire assist to Saugatuck, two medical/rescue calls with one to Saugatuck and one to Holland. Painting is being done at the station.

ARTICLE VI. CITIZEN’S COMMENTS ON OLD AND NEW BUSINESS AGENDA ITEMS - None

ARTICLE VII. OLD BUSINESS - None

ARTICLE VIII. NEW BUSINESS

A. 2020 ROAD WORK BIDS

Road work discussed for 138<sup>th</sup> Avenue and Beeline Road, 64<sup>th</sup> Street to 142<sup>nd</sup> Avenue – 2.26 miles, and 138<sup>th</sup> Avenue, State Park Drive to 64<sup>th</sup> Street – 0.82 mile for a total of 3.08 miles. Howell noted the project will be paid for from the dedicated millage.

**A motion was made by Sall and seconded by Johnson to approve the low bid of \$417,392 from Rieth-Riley Construction as recommended by the Allegan County Road Commission. Howell called for a vote on the motion. MOTION UNANIMOUSLY APPROVED BY ROLL CALL VOTE**

B. RESOLUTION 2020-05 FIRE, ROADS, BIKE PATHS AND DRAINS MILLAGE RENEWAL

Resolution discussed for 2 mills for two years on the Tuesday, August 4, 2020, election:

FIRE, ROAD, BICYCLE PATH AND DRAIN  
MILLAGE RENEWAL PROPOSITION

Shall an expiring increase in property taxes of 2.0 mills, reduced to 1.9784 mills by required rollback, be renewed and increased for two (2) years, 2020 and 2021, inclusive, in the amount of 2.0 mills (\$2.00 per thousand dollars of taxable valuation) for all property in the Township, above the 15 mill tax limitation imposed by Section 6 of Article IX of the Michigan Constitution, to provide operating funds and equipment and apparatus acquisition funds for the Fire Department; to provide funds for the repair, construction, reconstruction and/or blacktopping of roads and bicycle paths in the

Township; and to provide funds for the repair and maintenance of drains in the Township; and shall the Township be authorized to levy the tax? The estimated revenue the Township will collect if the millage is approved and levied in the 2020 calendar year is approximately \$899,854.

YES ( )  
NO ( )

Following discussion, **a motion was made by Johnson and seconded by Dewey to approve Resolution 2020-05. Howell called for a vote on the motion. MOTION UNANIMOUSLY APPROVED BY ROLL CALL VOTE**

C. RESOLUTION 2020-06 TEMPORARY EMERGENCY MEASURES

Resolution discussed on template from the Michigan Township Association:

RESOLUTION 2020-06

RESOLUTION FOR TEMPORARY EMERGENCY MEASURES

WHEREAS, Michigan's Governor has issued Executive Orders and Directives pursuant to the Emergency Management Act, Public Act 390 of 1976, which impact Township operations, including limitations on the number of persons who may attend meetings; and

WHEREAS, it is in the best interest of the citizens of the Township, its officers and employees to take all steps necessary to inhibit the transmission of the COVID-19 virus; and

WHEREAS, the purpose of this Resolution is to delegate certain basic administrative powers on a temporary emergency basis, so that decisions and responses to changing conditions can be made without the need for a Township Board meeting.

THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. The Township Manager, following consultation with the Township Supervisor, and the Chair of any involved public body, if practicable, is hereby authorized to cancel, postpone, or reschedule any meeting or public hearing of the Township Board, Planning Commission, Zoning Board of Appeals, Parks Commission or other Township body to be held during the months of March, April, May, or June 2020. Notice of all special or rescheduled meetings and public hearings shall be given in compliance with, and all meetings conducted in accordance with, the Open Meetings Act, Michigan Zoning Enabling Act, and other applicable law.
2. The Township Manager, in consultation with the Supervisor, if practicable, and the Chair of any involved public body, may establish rules of public participation and attendance at those public meetings which are held, in order to comply with the Open Meetings Act, in light of applicable Emergency Orders issued by Federal, State or County authorities, and best public health practices.
3. The Township Board hereby approves the issuance of checks in payment of invoices by the Township Treasurer in conjunction with the Clerk as provided by law for budgeted expenditures, such as utility bills, payroll, contractual agreements, professional services, and other budgeted non-capital expenditures, subject to audit at the next meeting of the Township Board.
4. The Township Manager, in consultation with the Township Supervisor, if practicable, may determine Township office hours, and close or limit access to the office for protection of the public, staff and employees, subject to the requirements of law for other situations in which access is made necessary by law.
5. Township staff shall publicize by posting on the Township website and at the Township office alternative means to have access to Township services.

6. Consistent with public safety and emergency directives and orders, the Township shall continue to conduct business and accept and process applications for zoning, building or other permits in a manner which eliminates or limits the need for face to face contact with citizens or applicants.
7. Except for the Deputy Clerk and Deputy Treasurer, who are subject to the authority of those offices, the Township Manager may make decisions whether employees work from home or not work.
8. All citizens will be informed of and encouraged to register to vote by means not requiring an in-person visit to the Clerk's office. In the event the Clerk suspends regular office hours, the Board hereby delegates to the Clerk the authority to designate the hours that the clerk will be at the clerk's office for the purpose of receiving registrations, and to give notice, as provided by Section 498 of the Michigan Election Law.
9. This Resolution shall not infringe on the statutory duties and authorities of the Township Supervisor, Treasurer or Clerk, nor the ability of the majority of Township Board members to call a special meeting by written request as provided by statute.
10. The authority delegated by the Resolution shall expire automatically June 30, 2020, subject to earlier rescission or modification by the Township Board, or extension by action of the Township Board.

Following discussion, **a motion was made by Dewey and seconded by Stielstra to approve Resolution 2020-06. Howell called for a vote on the motion. MOTION UNANIMOUSLY APPROVED BY ROLL CALL VOTE**

#### ARTICLE IX. CITIZEN'S COMMENTS

Mitra Delaney, 6298 144<sup>th</sup> Ave., said the park signs look great as does the newsletter; she thanked Kathy Stoike on her retirement from the township for her years of service.

Graafschap Fire Department Chief Doug Den Bleyker said the fire department is leaning toward canceling the annual pancake breakfast due to the coronavirus. No decision yet.

#### ARTICLE X. ADJOURN

**Howell adjourned the meeting at 5:46 pm. with unanimous voice consent.**