

**MINUTES**  
**CASCADE CHARTER TOWNSHIP REGULAR BOARD MEETING**  
Wednesday, September 14, 2005  
7:00 P.M.

**Article 1.** Supervisor Julien called the meeting to order at 7:00 p.m.  
Present: Supervisor Julien, Clerk Goodyke, Treasurer Carpenter, Trustees Parrish, Currier, Beahan and Koessel.  
Absent: None  
Others Present: Manager Jay Cravens, Engineer Brian Vilmont, Fire Chief John Sigg, Deputy Clerk Denise Biegalle and those listed on Supplement #1.

**Article 2.** Supervisor Julien led the Pledge of Allegiance to the flag.

**Article 3.** The agenda was approved on motion by Clerk Goodyke and supported by Treasurer Carpenter. The motion carried unanimously.

**Article 4. Approval of Consent Agenda**

- a. Approval of Township Board Minutes
  1. Regular Meeting Minutes of 8/24/05.
- b. Receive and File Various Meeting Minutes
  1. Planning Commission Meeting Minutes 8/15/05.
  2. Grand Valley Metro Council Board Meeting Minutes 8/4/05.
  3. Cascade Township Library Advisory Board Meeting Minutes 4/4/05, 4/18/05 and 5/2/05.
- c. Receive and File Various Reports
  1. Building Department Month End Report for Aug 2005.
- d. Education Requests
  1. Dan Heyer – re: PIAM Fall Conference - Accommodations/Registration, October 19<sup>th</sup> – 21<sup>st</sup> – Boyne Highlands, Harbor Springs, MI.
  2. Roger McCarty – re: 2005 MI Assessors Assoc. Education Narrative Appraisal Review, October 12<sup>th</sup> – 14<sup>th</sup> – Gaylord, MI
  3. Mary Carpenter – re: Michigan Municipal Treasurers Association 27<sup>th</sup> Annual State Conference, October 9<sup>th</sup> – 12<sup>th</sup> – Frankenmuth, MI.
- e. Receive and File Communications
  1. Letter from State of Michigan Department of Transportation – re: Future of the Kentwood Industrial Spur.
  2. Letter from Hidden Hills Neighborhood Association – re: Community Policing.
  3. Letter from County of Kent Board of County Commissioners – re: County Committees for 2006.

The consent agenda was approved on motion by Treasurer Carpenter and supported by Trustee Koessel. Motion carried unanimously.

**Article 5. Financial Actions**

- a. Consider Approval of Bills, Transfers, and Payroll for August 2005. Motion to approve the Bills, Transfers, and payroll for August 2005 was made by Clerk Goodyke and supported by Trustee Koessel. Trustee Koessel questioned the cell phone expenses for the Building & Grounds (B&G) Department. Manager Cravens stated that there were four cell phones within the B&G Department. Supervisor Julien asked Manager Cravens to report back to the Board regarding the cell phone expenses for the B&G Department. Trustee Beahan inquired about what the line item for the Fire Haz Mat represented. Manager Cravens explained it was a partnership with the City of Kentwood and Gaines Township for the Haz Mat Program. Motion carried unanimously.
- b. Consider Approval of Public Utilities Financial Reports for August 2005. Motion to approve the Public Utilities Financial Reports for August 2005 was made by Trustee Koessel and supported by Trustee Parrish. Supervisor Julien inquired about the income for hook-up fees; if it included the \$150,000 from Forest Hills Schools. Manager Cravens stated that it did not reflect that income. Motion carried unanimously.
- c. Consider Approval of General/Special Funds Financial Reports for August 2005. Motion to approve the General/Special Funds Financial Reports for August 2005 was made by Clerk Goodyke and supported by Trustee Parrish. Supervisor Julien asked if Manager Cravens felt there were going to be any surprises in expenses. (i.e., fuel costs) Manager Cravens responded that all the Departments were within their budgets at this time. The only item that was over budget was the Community Foundation, which reflects the costs of the Summer Concerts. Motion carried unanimously.

**Article 6 Public Actions**

**a. Public Hearing - Proposed International Fire Code.**

Motion by Trustee Beahan and supported by Treasurer Carpenter to open the Public hearing at 7:15 p.m. Motion carried unanimously.

Chief Sigg reviewed the process that had been started on July 27, 2005 with the First reading of the proposed International Fire Code. Chief Sigg reiterated that this code coincides with the Michigan Building Code and will allow the Fire Department to enforce all rules and regulations in regards to fire safety hazards and violations in existing buildings in Cascade Charter Township; whether they be complaint driven or during a routine fire inspection. Discussion followed. Motion by Clerk Goodyke and supported by Treasurer Carpenter to reconvene into regular session. Motion carried unanimously.

**Article 7. Public Comments (None)**

**Article 8. Unfinished Business (None)**

**Article 9. New Business**

**075-2005 Recommendation for Approval to Transfer Remaining Funds from the Good and Skutt Funds into the Citizens for the Cascade Library Fund for the Expansion.**

Clerk Goodyke reviewed the request for the transfer of the remaining funds from the Good and Skutt Funds into the Citizens for the Cascade Library Fund. Clerk Goodyke stated the Library Advisory Board would start a new fund if any funds were raised above what was needed to fund the expansion. This would enable the Good and Skutt families to continue into the future what the families wanted to accomplish with their donations. Discussion followed. Motion to approve the transfer of the remaining funds from the Good and Skutt Funds into the Citizens for the Cascade Library Fund for the Expansion when and if needed with prior notification to the Board was made by Trustee Koessel and supported by Trustee Beahan. Motion carried unanimously.

**076-2005 Consider Resolution Designating September 16, 2005 as "POW-MIA Recognition Day".**

Motion was made by Clerk Goodyke and supported by Trustee Koessel to approve the Resolution Designating September 16, 2005 as POW-MIA Recognition Day. Motion carried unanimously by roll call vote.

**077-2005 Presentation of 2004 KDL Annual Report.**

Diane Cutler, Branch Manager of the Cascade Library along with Martha Smart and Mike Maier from the Kent District Library were present to make a presentation to the Board regarding the 2004 KDL Annual Report.

**078-2005 Consider Award of Bid for the Construction of Water Main for the Tammarron – Forest Hills Public Schools Project.**

Manager Cravens stated that the bid opening for the Tammarron – Forest Hills Public Schools Water Main Project was on Tuesday, September 13, 2005 at 2:00 p.m. Manager Cravens also stated that four bidders submitted bids for the project. Manager Cravens turned over the discussion to Engineer Brian Vilmont to review the bids. Engineer Vilmont reviewed the bids with the Board. The four bidders were as follows:

- Goldstein
- Grant Tower
- Dykema Excavting
- Diversco

Due to complications with the bids, Engineer Vilmont did not have specific information regarding the bids. Supervisor Julien recommended that the issue be remanded back to the Water and Sewer subcommittee within the next few days to discuss the remaining issues with the bids. It was decided the W&S subcommittee will meet on Friday, September 16, 2005 at 12:00 p.m. at Township Hall. The Board authorized the W&S

subcommittee to award the bid after their analysis of all the bids.  
**079-2005 Consider Resolution to Agree to Share Costs for a Traffic Signal at 28<sup>th</sup> Street and Theater Drive.**  
Motion was made by Trustee Currier and supported by Trustee Parrish to approve the Resolution to Agree to Share Costs for a Traffic Signal at 28<sup>th</sup> St. and Theater Drive. Motion carried unanimously by roll call vote.

**080-2005 Consider the Adoption of an Ordinance regarding The International Fire Code.**  
Motion was made by Trustee Beahan and supported by Trustee Koessel to Adopt the Ordinance regarding the International Fire Code. Motion carried unanimously by roll call vote.

**Article 10. Manager's Comments**

Manager Cravens submitted the following comments:

- The Fire Department Advisory subcommittee met this week regarding the recent MIOSHA inspection and fire incident in June. The subcommittee will present a report at the next regular Board Meeting.
- The budget process is starting with requests from the Department Heads. The Budget subcommittee will meet soon.
- The Building & Grounds subcommittee will be meeting on September 27, 2005.
- Discussed a preliminary Emergency Preparedness Disaster Plan. This request had been made by Supervisor Julien.

**Article 11. Board Member Comments**

Trustee Beahan reviewed the following:

- The last summer concert was held last week and was a great success...approximately 500-600 people attended.
- Saturday, September 17, 2005 the Pathway Walk is taking place. Registration is at 8:00 a.m. and the walk begins at 9:00 a.m.
- Is the Historical Museum scheduled for painting this year?
- Laraway Lake Drain, have we heard anything from the residents? Manager Cravens stated that we had not heard anything from the residents.
- Kent County Road Commission "wish list".

Trustee Koessel reviewed the following:

- Junk in the front yard of a house on Laraway. Manager Cravens stated that it was being looked into.
- Inquired about Libation Station. Manager Cravens stated they were looking for another tenant.
- Questioned I96 project regarding the eastbound lanes opening.

Trustee Parrish reported on the request made by the Metro Council regarding Hurricane Katrina contributions to be made at City/Township Offices.

Trustee Currier inquired about the traffic light at 36<sup>th</sup> and Cascade.

**Article 12. Adjournment**

Motion by Trustee Parrish and supported by Trustee Beahan to adjourn.  
Motion carried unanimously.

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Denise M. Biegalle  
Deputy Clerk

Approved by:

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Ron Goodyke, Clerk

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Michael R. Julien, Supervisor