

MINUTES

Cascade Charter Township
THORNAPPLE RIVER SAD AD-HOC COMMITTEE MEETING
September 18, 2023 at 5:30pm
Cascade Charter Township Hall
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

ARTICLE 1. The meeting was called to order at 5:30pm.

Members Present: Members Scott Rissi, Chuck Whitley, Jeff Carpenter, Michael Wiegand, Trustee Shipley, and Supervisor Lesperance
Absent: Thomas Keith, Leann Rowland

Others Present: Parks & Recreation Director Melanie Manion, Township Manager Jade Smith, Township Treasurer Windy Korstange, Management Office Administrative Assistant Jessica Stine

ARTICLE 2. Approve the current Agenda

Motion was made by Member Rissi to approve the agenda as written. Supported by Trustee Shipley. Motion carried.

ARTICLE 3. Approve the Minutes of the August 7, 2023 Meeting

The committee requested the minutes be brought to the next meeting after the correct names were added to the motions.

ARTICLE 4. Acknowledge Visitors & Public Comment

New Township Manager Jade Smith was introduced to the board.

ARTICLE 5. Budget Discussion-*Windy Korstange, Township Board Treasurer*

Treasurer Korstange explained to the committee that, upon becoming the Township Treasurer, she noticed some inconsistencies in the budget and that the accounting leaves much to be desired. There wasn't anything fishy about the numbers, just numbers that weren't listed or accounted for in the proper places. Manager Smith began working with an outside accounting firm to clean up the bookkeeping.

Treasurer Korstange went through the special assessments from each year and explained that, if a residence receives an exemption from the taxes that would fund the special assessment, the county makes up the difference. The special assessment was first collected in February of 2022 and then in February of 2023. It was originally supposed to be collected in 2021 but the cutoff date was missed.

She sorted through invoices and found the one from PLM in 2022. There was also \$1,600 for a license from PLM that wasn't included in the 2022 budget. It was difficult to track the payments because cost varies year to year based on the needs of the weeds. She also found where Viking had been paid and completed depth surveys of the

river. They are currently in the permitting process. A PO has been submitted for Larry's Tree Service but it has not yet been approved and the work hasn't been done.

Prior to Treasurer Korstange's research, there was not a report explaining the budget and expenditures; she created the one included in the packet. Township Manager Smith said that, in future years, he will provide quarterly updates on the committee's finances. The special assessment funds are now in their own fund and will be accounted for and distributed properly going forward. Township staff will be looking at the special assessment contract regulations soon to make sure there isn't a rule about the maximum amount of money that can be held over from year to year.

ARTICLE 6. Aquatic Nuisance Weed Management Update

The harvester traversed the river in August and was successful. PLM is working on their final report for the committee.

ARTICLE 7. Large Debris Removal Project Update

Parks and Recreation Director Melanie Manion is currently working through the PO process and has submitted it for approval. The Maricibo ramp has been agreed to be used for official township business. The Fire Department uses the ramp currently and, though the residents of Maricibo don't pay into the special assessment, they have river access and benefit from the cleanup. The township is still looking into access on the other side of the bridge. They will have Larry's Tree Service complete work on the side with access and look more into the other section if this section goes well.

ARTICLE 8. Safety & Navigational Markers Project Update

Director Manion reached out to Viking for a report on the safety and navigational markings and they have not provided one yet. Member Carpenter reached out, asking for usable maps. The data they provided was not a set of clear and readable maps; after looking into the contract, this isn't something they were explicitly required to provide.

ARTICLE 9. Other Business

Supervisor Lesperance reached out to Eagle Creek about a potential hole in the dam, noticed by Member Rissi, and the representative from Eagle Creek said that the danger with the dam was water going over the wall, not of a washout or hole in the dam as there would be washout on both sides of the bridge if that was the case. Member Rissi said he would share a picture where there appears to be a hole in the dam.

ARTICLE 10. Roundtable Q & A

Members discussed meeting with Communications Specialist Rich Lakeburg and Management Office Admin Assistant Jessica Stine about the state of the Thornapple River SAD page on the township website. Lakeburg is new to Cascade and has many other projects going on. Updating this page of the website is on his to-do list.

ARTICLE 11. Adjournment

Member Rissi left the meeting at 6:49pm.

**Motion was made by Member Wiegand to adjourn. Supported by Member Carpenter.
Motion carried. The meeting was adjourned at 6:51 p.m.**

Approved by the Thornapple River SAD Ad-Hoc Committee - TBD

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