

**Cedar Creek Township  
Regular Board Meeting  
October 10, 2023  
Minutes**

Supervisor Aerts called the meeting to order at 6:00 pm on Tuesday, October 10, 2023 at the Town Hall. The Pledge of Allegiance was recited by all.

**Board Members Present: 5**

**Residents Present: 6**

**Approval of the Agenda:**

**Motion** by Trustee Wright to approve the agenda, Treasurer Jarvis supports.

**Aye:** Unanimous

**Approval of the Minutes:** September 12 Regular Board Meeting Minutes

**Motion** by Treasurer Jarvis to approve the September 12, 2023 Meeting Minutes. Trustee Wright supports.

**Aye:** Unanimous

**Treasurer's Report:**

The Treasurer read her report and it will be placed on file as presented. No further comments.

**Disbursements:**

**Motion** made by Treasurer Jarvis to pay all regular bills for the month, supported by Clerk Stamy.

**Aye:** Unanimous

**Motion Carried.**

**Correspondence:**

No new correspondence for the month.

**Public Comment (Agenda Items only):**

None.

**Unfinished Business:**

**Purchasing Policy**

A work session was held to discuss the purchasing policy following it being tabled at last month's meeting. The revised policy is being brought to the board for approval.

Supervisor Aerts requested that a policy review date of 5 years be added to the policy. No further discussion.

**Motion** by Trustee Wright to approve the Purchasing Policy with a review date of five years, supported by Clerk Stamy.

**Aye:** Unanimous

**Motion Carried.**

**Steps on Sweeter Road**

Supervisor Aerts suggested waiving the bidding process for replacing the steps due to KNR Construction being on property for the last few weeks installing our new pavilion

and pole barn. It would be feasible to ask them to replace the steps while the crew is here already.

**Motion** by Trustee Beeman to waive the 3-Bid process in favor of KNR Construction, pending a satisfactory estimate being provided. Trustee Wright supports.

**Aye:** Unanimous

**Motion Carried.**

#### **Prein & Newhoff Trail Proposal**

Supervisor Aerts asked to table the proposal from Prein & Newhoff until next month and provide an update from the Parks and Recreation Committee's last meeting.

**Motion** made by Trustee Beeman to table the proposal and discuss the Parks and Recreation Committee Meeting. Trustee Wright supports.

Supervisor Aerts updated the Board on the Parks and Recreation Meeting. Discussion followed.

**Motion** by Trustee Beeman to change the Park plan to reflect the recommendation of the Park and Recreation Committee. Clerk Stamy supports.

**Aye:** Unanimous

**Motion Carried.**

#### **Recurring Business:**

##### **Don Snow Periodic Redetermination Resolution**

Treasurer Jarvis brought the Don Snow Plowing Redetermination to the Board for its annual resolution.

**Motion** made by Trustee Wright to approve the Redetermination Resolution, supported by Trustee Beeman.

**Aye:** Unanimous

**Motion Carried.**

#### **New Business:**

##### **New Fee Structure**

The Township Zoning Administrator, Lorraine Grabinski; and Deputy Supervisor, Cheryl Sloan, took the podium to explain updates in the building and zoning department fee structure. Discussion followed.

**Motion** by Trustee Wright, supported by Trustee Beeman to discuss increasing zoning and electrical permits by \$5.00, effective January 1.

**Aye:** Unanimous

**Motion Carried.**

##### **Pavilion Rental Policy**

Supervisor Aerts brought a Pavilion Rental Policy and procedure to the Board for approval. Discussion followed.

**Motion** by Trustee Beeman to table the policy and schedule another work session to discuss in better detail. Trustee Wright supports.

**Aye:** Unanimous

**Motion Carried.**

**Policy Regarding Contacting the Attorney**

Supervisor Aerts asked to discuss an informal policy regarding contacting the attorney for township business.

**Motion** by Trustee Wright to discuss the policy. Treasurer Jarvis supports.  
Discussion followed.

**Purchase of Flowering Trees around Pavilion**

Supervisor Aerts asked for a motion to purchase flowering trees for around the new pavilion.

**Motion** by Trustee Beeman to approve up to \$500 for the purchase and planting of trees around the pavilion. Trustee Wright supports.  
**Aye:** Unanimous

**Purchase of new drop box for building and taxes**

Supervisor Aerts explained that a new ballot drop box has been ordered by Clerk Stamy for Elections and asked for approval to purchase a new drop box for building and taxes. Upon further discussion, it was decided to postpone the purchase and utilize the new drop box in the same way as our current one, unless legislature or Township Board decision dictates otherwise.

**Board Comment:**

Trustee Beeman thanked the board and residents for coming and expressed his appreciation for the discussion the Board has.

Clerk Stamy notified the board and residents of legislature in the state level that is threatening local control of renewable energy.

Supervisor Aerts thanked Chris Bogner from Timberline Estates for donating the labor to spread black dirt around the new asphalt in the parking lot. She will be attending a recycling conference later this month to hopefully bring recycling to Muskegon County.

**Public Comment:**

Ron Aerts asked about fencing for the new trees—to be included in \$500 approved for planting.

Nancy Beeman asked about AV ballots and Early Voting.

**Adjournment:**

**Motion** by Trustee Wright to adjourn. Clerk Stamy supports. The meeting adjourned at 7:30 PM.

**Respectfully Submitted,**

David Stamy, Clerk

Linda Aerts, Supervisor