



CHARTER TOWNSHIP OF TEXAS BOARD MEETING, JUNE 6, 2022

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Supervisor Loeks called the meeting to order at 6:00 p.m. and asked everyone to join Trustee Hammon in the Pledge of Allegiance.

ROLL CALL

Clerk Beutel called the roll, and the following board members were present: Trustee Don Boven, Trustee Barbara Hammon, Trustee Linda Kerr, Trustee Wendy Mazer, Treasurer Trish Roberts, Supervisor Nick Loeks, and Clerk Emily Beutel. Also attending were Superintendent Julie VanderWiere, Deputy Superintendent Brooke Hovenkamp, Interim Planner Julie Johnson, and four members of the public in-person and one via Zoom.

PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

Julie Jensen, of Scotts, announced that she’s running for 9th Circuit Court and shared her experience for the position, asking everyone to vote in the August 2 primary election.

PRESENTATION/PUBLIC HEARINGS/COUNTY COMMISSIONER

Planner Report

Interim Planner Julie Johnston shared her planner report, including recently reviewed and upcoming applications. She had many zoning review requests from residents in June.

SUPERINTENDENT REPORT

The Board reviewed the Superintendent Report, which highlighted the following items:

Administration

- Staff members visited Allegan City Hall with PAE to review Board room setup and A/V.

Information

- Bids for Splash Pad are due Thursday, June 9.
- Planner Search Committee met to discuss next steps.
- Parks & Trails Committee is recommending an update to the general ordinance allowing the use of eBikes on paved trailways. Park rules also need to be revised, and these changes could be made at the same time.
- The Q Corners LLC ring road project is being reviewed by Attorney Homier.
- Poison hemlock has been identified on 8th Street; however, it is not identified as a noxious weed by the State of Michigan or by the Township’s ordinance.

Flood Mitigation

- The next Task Force meeting is scheduled for Thursday, July 11 at 10:30 a.m. by Zoom.

ADOPTION OF MEETING AGENDA

Motion by Boven, seconded by Mazer, motion carried, to adopt the meeting agenda as presented.

APPROVAL OF GENERAL CONSENT AGENDA

Motion by Kerr, seconded by Hammon, motion carried, to approve the General Consent Agenda as presented, consisting of:

- Approval of May 23, 2022 Regular Meeting Minutes
- Approval of Bills for \$323,554.69
- Payroll of \$55,232.13
- Correspondence: Letter RE: ARPA funds; Thank you from Mattawan Food Pantry

BUSINESS

Tabled

There was none.

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New

Resolution 22-09 to Introduce Ordinance No. 366, Rezoning of West N Avenue

Interim Planner presented the request to rezone a 20-acre parcel on N Avenue from R-2 to R-5 with the intent to come forward with a Planned Unit Development apartment complex at some point in the future. The Planning Commission looked at adjacent zoning, uses, and the sub-area plan and felt the rezoning allows for a transition from the 9th Street corridor to the residential properties to the east. After some discussion, it unanimously voted to forward a recommendation of approval for the rezoning to the Township Board.

Motion by Loeks, seconded by Boven, motion carried, to adopt Resolution 22-09, which introduces Ordinance No. 366, sets the adoption meeting for June 20, 2022, and directs the Township Clerk to publish the notice of posting.

Roll Call Vote: Ayes – Boven, Hammon, Kerr, Mazer, Roberts, Loeks, and Beutel. Nays – None. Absent – None.

Review Recommendation from Parks & Trails Committee to Construct a Dog Park at New Township Hall

Deputy Superintendent Hovenkamp stated that the Parks & Trails Committee made a recommendation at its last meeting to use the remaining portion of the new Township Hall parcel to construct at 1.5 to 2 acre dog park. Board members discussed the appropriateness of having a dog park in the DDA with the proximity to commercial properties and nearby residential developments. After some dialogue, they agreed they would like more information on cost, maintenance, other potential uses before making a decision.

Motion by Kerr, seconded by Hammon, motion carried, to table the dog park discussion until the Board has more information on cost.

Discuss Site Clearing Options for New Township Hall Site

Deputy Superintendent Hovenkamp stated that Progressive AE has requested the Board decide how they would like to proceed with site clearing. Option A would clear only the portion of the site with the new Township Hall (approximately 2.5 acres), or Option B would be to clear the full 4.25 acres. Clearing the whole site would be more cost effective if there are plans for the other half that will happen in the relative near future. However, there will be added cost to maintain that portion of the site once it is cleared.

Motion by Loeks, seconded by Beutel, motion carried, to move forward with Option A for site clearing of the new Township Hall facility.

Strategic Plan Year 2 Report

Deputy Superintendent Hovenkamp recapped the May 9 Strategic Planning Workshop with Dr. Lew Bender to review the goals and tasks outlined in Year 1 of the Strategic Plan and identified new tasks to focus on during Year 2 of the Strategic Plan. She shared a report providing an overview of major accomplishments in Year 1 and tasks to focus on in Year 2. Some year 2 tasks are a carryover from Year 1, and some are new items identified during the workshop.

Motion by Hammon, seconded by Loeks, motion carried, to approve the Year 2 Strategic Plan Report.

Authorization to Sign L-4029

Clerk Beutel explained that the Township's part-time office assistant, Melissa Somers, has been a great asset to the office, specifically assisting during the May special election with the increase in absentee voting. She proposed keeping Ms. Somers on staff part-time through the end of the year to assist with the August and November elections, as well as several other records management projects in the office. Board members discussed if this position should be temporary or long-term and where in the office the individual would work with limited desk space.



105 Motion by Kerr, seconded by Mazer, to adopt the L-4029 setting the 2022 millage rate for Township
106 Operating at .8321 and Extra Voted Fire at .9805 and authorize Clerk Beutel and Supervisor Loeks to
107 sign and submit to the Kalamazoo County Equalization Department.
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109 Discuss Proposed Planning Department Staffing Adjustments

110 Superintendent VanderWiere shared the concerns of the Planner Search Committee, as the township
111 has struggled to find a Planner who can meet all of the needs and demands of the growing township.
112 Board members discussed the salary range for the Zoning Administrator and the funding percentage
113 from the Building Department. Members also discussed utilizing Welsh & Associates to continue the
114 search and the associated costs of it.

115 Motion by Loeks, seconded by Boven, to approve the proposed staffing amendments to the Planning
116 Department and approve the Zoning Administrator job description with a salary range of \$50,000-
117 \$65,000, authorize administration to post the Zoning Administrator position and utilize Welsh &
118 Associates to continue to assist with recruitment, and to start drafting an RFP to hire a firm to facilitate
119 the functions of the Planner role.
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121 **COMMITTEE REPORTS**

122 There were none.
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124 **BRIEF PUBLIC COMMENTS ON NON-AGENDA ITEMS**

125 There was none.
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127 **ATTORNEY’S REPORT**

128 There was no attorney present.
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130 **BOARD MEMBER COMMENTS**

131 Treasurer Roberts stated she was preparing for the July 1 tax bills to go out and has been answering
132 a lot of questions about sewer connections. She’d like to continue the conversation about if the Board
133 would consider exemptions to the mandate, potentially at the next Committee of the Whole discussion.

134 Clerk Beutel thanked the Board for their support with staffing.

135 Trustee Kerr asked Treasurer Roberts if the Planning Commission had reviewed the Board’s
136 comments about the PUD ordinance regarding density. The Planning Commission will discuss at the
137 next meeting.

138 Supervisor Loeks stated the Road Commission put up signs to alleviate the traffic flow on West
139 Crooked Lake Drive, directing traffic to 5th St.
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141 **ADJOURNMENT**

142 Motion by Boven, seconded by Kerr, motion carried, to adjourn the meeting. The meeting adjourned
143 at approximately 7:05 p.m.
144

145 **SUBMITTED:** June 14, 2022
146 Clerk Emily Beutel
147 Attested: Supervisor Nicholas Loeks

APPROVED: