

Olive Township Board of Trustees
Regular Meeting
Thursday, December 17, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session via Zoom on Thursday, December 17, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Clerk Bronkema opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. Two members of the public were also present.

1. A motion was made by A. Nienhuis and supported by M. Nienhuis **to approve the amended agenda**. Motion carried.
2. A motion was made by Bronkema and supported by A. Nienhuis **to approve the Regular Meeting Minutes of November 19, 2020**. Motion carried.
3. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 230,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 16,861.08.
4. Community Comments: none.
5. A motion was made by Bronkema and supported by M. Nienhuis **to approve by Resolution 2020-08 the 2021 meeting schedule** for the Olive Township Board, the Olive Township Planning Commission, and the Olive Township Zoning Board of Appeals (see attached). A roll call vote was taken. Ayes: A. Nienhuis, M. Nienhuis, Vander Zwaag, Bronkema, Wolters. Nays: None. Motion carried. The schedule will be posted in the township offices.
6. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve closing the Olive Township offices on the following dates for 2021 holiday observance**: January 1, May 31, July 5, September 6, November 25-26 and December 24. Motion carried.
7. Discussion was held on the fact that Charter Communications is applying for a grant to expand internet service into underserved areas. The board agreed to send a letter of support.
8. A motion was made by Wolters and supported by M. Nienhuis **to appoint Wayne Busscher, Jason DeWitt, and Bob Hoekwater to the Board of Review** for a term of two years, with Kenneth Vander Zwaag appointed as alternate, also for a term of two years. Motion carried.
9. Joe Bush, the Ottawa County Water Resources Commissioner, joined the meeting to discuss the expansion of the Troost Drain District. He informed the board that a 425 agreement could be used instead of petitioning for an expansion. More discussion was held on other area drains.
10. Correspondence was received on the following matters:
 - Strategic Plan from Ottawa County Road Commission.
11. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.

12. A motion was made by Bronkema and supported by A. Nienhuis **to approve publication of minutes by title only**. Motion carried.
13. A motion was made by Vander Zwaag and supported by A. Nienhuis **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:10 p.m.

Lona Bronkema, Olive Township Clerk

**Olive Township Board of Trustees
Regular Meeting
Thursday, November 19, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424**

The Olive Township Board of Trustees met in regular session via Zoom on Thursday, November 19, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Trustee Matt Nienhuis led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. Four members of the public were also present.

1. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve the agenda.** Motion carried.
2. A motion was made by Bronkema and supported by M. Nienhuis **to approve the Regular Meeting Minutes of October 15, 2020.** Motion carried.
3. Clerk's Report – Bronkema reported on the November election.
4. A motion was made by Bronkema and supported by Vander Zwaag to approve the sale of **one grave in lot D-65** of the Olive Township Cemetery to **David & Martha Visscher.** Motion carried.
5. A motion was made by Bronkema and supported by M. Nienhuis to approve the sale of **two graves in lot C-33** of the Olive Township Cemetery to **Dwight & Lavonne Vander Zwaag.** Motion carried.
6. Treasurer's Report -- Vander Zwaag reported a transfer of \$64,000 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$17,450.90. Winter tax bills will be mailed out about December 1.
7. Community Comments: none.
8. A motion was made by Vander Zwaag and supported by M. Nienhuis **to approve Ordinance 2020-03, the Anti-Blight and Junk Vehicles Ordinance,** which establishes anti-blight and junk vehicles regulations for the township. A roll call vote was taken. Ayes: M. Nienhuis, Vander Zwaag, Bronkema, A. Nienhuis, Wolters. Nays: None. Motion carried.
9. Various issues were discussed with Code Enforcement Officer Rotman, with the board giving direction.
10. Fire Board – Vander Zwaag reported on the recent Fire Board meeting.
11. A motion was made by Vander Zwaag and supported by M. Nienhuis **to approve the Interlocal Agreement for Ottawa County to Approve the Designated Assessor** for the period January 1, 2021 through December 31, 2026 and to authorize Supervisor Wolters to sign the agreement on behalf of the township. Motion carried.
12. Discussion was held on the possibility of expanding the Troost Drain District.
13. Discussion was held on what the next steps are for the cemetery expansion project.

14. A motion was made by Bronkema and supported by Vander Zwaag **to approve the MERS Defined Benefit Plan Adoption Agreement Addendum**. Motion carried.
15. Correspondence was received on the following matters:
 - Department of Treasury – Audit of Minimum Assessing Requirements Letter
16. Discussion was held on the need for township officials to call state legislators on the proposed sand mining law to encourage the legislature not to adopt the law, but to continue to allow local control of sand mining.
17. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.
18. A motion was made by Bronkema and supported by A. Nienhuis **to approve publication of minutes by title only**. Motion carried.
19. A motion was made by Bronkema and supported by A. Nienhuis **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:05.

Lona Bronkema, Olive Township Clerk

Olive Township Board of Trustees
Regular Meeting
Thursday, October 15, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session on Thursday, October 15, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Trustee A. Nienhuis led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. Several members of the public were also present.

1. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve the amended agenda**. Motion carried.
2. A motion was made by Bronkema and supported by M. Nienhuis **to approve the Regular Meeting Minutes of September 17, 2020**. Motion carried.
3. Clerk's Report – Bronkema gave an update on how the election is going and reported that the township had received a \$5,000 grant from the Center for Tech and Civic Life to be used for extra election costs due to COVID-19.
4. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 220,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 17,841.10.
5. Community Comments: none
6. A motion was made by A. Nienhuis and supported by M. Nienhuis **to approve** the Planning Commission's recommendation for **a special use renewal for M&M Kennel to operate a dog kennel at 5004 116th Avenue**, parcel number 70-12-34-400-005. Motion carried.
7. Various enforcement issues were discussed with Zoning Administrator Kushion, with the board giving direction.
8. Fire Board—Vander Zwaag reported that the early October meeting had been rescheduled for next Thursday.
9. A motion was made by Vander Zwaag and supported by M. Nienhuis **to reappoint Cal Brandsen and Rick Raak to the Fire Board for a term of six years**. Motion carried.
10. A motion was made by Vander Zwaag and supported by Bronkema **to approve a support letter** (see attached) **for the Ottawa Conservation District** as they seek a grant to be used through the Natural Resource Conservation Program's Regional Conservation Partnership Program to provide opportunities for farmers to implement conservation practices, with the goal of improving water quality, protecting soils, and ensuring the long-term sustainability of our natural resources. Motion carried.

11. A motion was made by Bronkema and supported by M. Nienhuis **to approve the METRO Act Unilateral Permit for CenturyTel, d/b/a CenturyLink**, to authorize Supervisor Wolters to sign it on behalf of the township, and to authorize that letters be sent to the company and to the Michigan Public Service Commission notifying them of the approval. Motion carried.
12. A motion was made by A. Nienhuis and supported by M. Nienhuis **to clean out the Post Drain** from West Olive Road to the Pigeon River at a cost not to exceed \$19,000. Motion carried.
13. A motion was made by Vander Zwaag and supported by M. Nienhuis **to order a survey done of the new portion of the cemetery** at a cost not to exceed \$2,500. Motion carried.
14. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve the Purchase of Development Rights Application for the Bronkema farm** located at 13275 Blair Street, including parcels 70-12-100-005, 70-12-20-200-014, 70-12-20-200-020, 70-12-20-300-003, and part of parcel 70-12-100-006. Motion carried with one abstention.
15. Meetings:
 - Vander Zwaag attended a MACC meeting with Fire Chief Wolters that focused on a contract with an ambulance provider.
 - Wolters and Vander Zwaag met with Water Resource Commissioner Joe Bush to discuss the Post Drain.
16. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.
17. A motion was made by Bronkema and supported by A. Nienhuis **to approve publication of minutes by title only**. Motion carried.
18. A motion was made by Vander Zwaag and supported by Bronkema **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:26 pm.

Lona Bronkema, Olive Township Clerk

Olive Township Board of Trustees
Regular Meeting
Thursday, September 17, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session on Thursday, September 17, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, and Trustee Al Nienhuis. Trustee Matt Nienhuis was absent with notice. Several members of the public were also present.

1. A motion was made by Vander Zwaag and supported by A. Nienhuis **to approve the amended agenda**. Motion carried.
2. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve the Regular Meeting Minutes of August 20, 2020**. Motion carried.
3. Clerk's Report – Bronkema reported that November ballots have been delivered to the township office and will begin mailing out next week.
4. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 45,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 18,421.32.
5. Community Comments: none.
6. Fire Report – Vander Zwaag reported that there will be a Fire Board meeting in October.
7. Ottawa County Water Resources Commissioner Joe Bush reported on the recent changes approved to the drainage on a parcel on the corner of West Olive Road and Blair Street. Members of the board and the community asked questions of the commissioner and expressed their opinions about the decision.
8. Dan Fredricks from Land & Resource Engineering gave an update on the project on the Harlem Drain. In addition to the replacement of the two water control structures along 144th Avenue (petitioned), they will also be cleaning the sediment out of the drain. He reported that the new control structures—more of a sluice gate type structure that can be automated in the future--will ensure that the maximum water height will be the same. The bidding for work will happen in mid-October, and the Day of Review is planned for the end of October. The total cost for the upgrades and cleaning will be about \$750,000, which will be split between four townships.
9. Discussion was held on the expansion to the Olive Township Cemetery. The land has been cleared, and needs to have black dirt hauled in and grass seeded yet this fall. Discussion was held on whether or not to have Nederveld do a site layout. A motion was made by Vander Zwaag and supported by A. Nienhuis to hire Gruppen Services **to haul in and spread 3" of black dirt** at a cost of not more than \$5,000. Motion carried.

10. Further discussion was held on the need for a new building in the cemetery and the desire of the board to have a couple of trees planted to replace the large tree that was recently removed. A motion was made by A. Nienhuis and supported by Vander Zwaag **to hire KP Tree and Nursery to plant 2-3 new trees** at a cost not to exceed \$1000. Motion carried.
11. Discussion was held on future road projects.
12. Meetings:
 - Vander Zwaag reported on a meeting he attended for the Zeeland Recreation Board. They have opened up some of their programs, and are working out some bugs.
 - Wolters reported on a meeting he attended with Park Township, Port Sheldon Township, the Road Commission, Ottawa County, and Prein & Newhof on the matter of routes for the new Wyoming Water line.
13. Correspondence was received on the following matters:
 - Ottawa County Water Resource – Notice of Drain Maintenance
 - Nutrigro Environmental Solutions – Notice of land application of bio-solids on parcels in the township, including monitoring data.
14. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.
15. A motion was made by Bronkema and supported by A. Nienhuis **to approve publication of minutes by title only**. Motion carried.
16. A motion was made by A. Nienhuis and supported by Vander Zwaag **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:37 pm.

Lona Bronkema, Olive Township Clerk

**Olive Township Board of Trustees
Regular Meeting
Thursday, August 20, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424**

The Olive Township Board of Trustees met in regular session on Thursday, August 20, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Treasurer Vander Zwaag led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. No members of the public were present.

1. A motion was made by M. Nienhuis and supported by A. Nienhuis **to approve the agenda**. Motion carried.
2. A motion was made by Bronkema and supported by A. Nienhuis **to approve the Regular Meeting Minutes of July 16, 2020**. Motion carried.
3. Clerk's Report – Bronkema reported on the recent election.
4. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 52,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 18,487.54.
5. Community Comments: none.
6. A motion was made by Vander Zwaag and supported by M. Nienhuis **to approve the bid from Gruppen Services** to clear the back part of the cemetery.
7. Meetings:
 - Treasurer Vander Zwaag and Fire Chief Wolters attended a recent MACC Meeting.
 - Supervisor Wolters met with the Water Resource Commissioner.
8. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.
9. A motion was made by Bronkema and supported by A. Nienhuis **to approve publication of minutes by title only**. Motion carried.
10. A motion was made by Bronkema and supported by Vander Zwaag **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:00 pm.

Lona Bronkema, Olive Township Clerk

Olive Township Board of Trustees
Regular Meeting
Thursday, July 16, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session on Thursday, July 16, 2020, at 7:00 p.m.

Supervisor Wolters called the meeting to order, and Clerk Bronkema led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, and Trustee Al Nienhuis. Trustee M. Nienhuis was absent with notice. Two members of the public were also present.

1. A motion was made by A. Nienhuis and supported by Bronkema to approve the agenda. Motion carried.
2. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve the Regular Meeting Minutes of June 18, 2020**. Motion carried.
3. Clerk's Report – Bronkema gave an update on the upcoming election.
4. A motion was made by Bronkema and supported by A. Nienhuis to approve the sale of **two graves in lot D-75** of the Olive Township Cemetery to **Daniel & Beverly Van Den Beldt**. Motion carried.
5. Treasurer's Report -- Vander Zwaag reported a transfer of 55,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 19,098.31. Tax bills have been sent out. The July Board of Review will be held next Tuesday.
6. Community Comments: Kay Headley came to speak with the board about a concern about the cemetery.
7. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve the adoption of Ordinance 2020-02 to rezone property on the SE corner of Fillmore and 112th Avenue**, parcel number 70-12-02-100-037 from Rural Residential/PUD Zoning District to Rural Residential Zoning District. A roll call vote was taken. Ayes: Vander Zwaag, A. Nienhuis, Bronkema, Wolters. Nays: None. Abstentions: None. Motion carried.
8. Fire Report – Chief Wolters handed out the monthly report and reported on department matters. The Annual Pancake Breakfast will not be held this year.
9. Discussion was held on the possibility of expanding the cemetery to the south.
10. Correspondence was received on the following matters:
 - Ottawa County Road Commission – Traffic Counts
 - FEMA – Letter on Proposed Flood Plain Maps

11. A motion was made by Bronkema and Vander Zwaag **to approve invoices for payment**. Motion carried.
12. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve publication of minutes by title only**. Motion carried.
13. A motion was made by Bronkema and supported by Vander Zwaag **to adjourn the meeting**. Motion carried. The meeting was adjourned at 7:40 pm.

Lona Bronkema, Olive Township Clerk

**Olive Township Board of Trustees
Regular Meeting
Thursday, June 18, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424**

The Olive Township Board of Trustees met in regular session on Thursday, June 18, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Trustee Matt Nienhuis led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. Treasurer Randy Vander Zwaag joined the meeting late, with notice. Seven members of the public were also present.

1. A motion was made by M. Nienhuis and supported by A. Nienhuis **to approve the agenda**. Motion carried.
2. A motion was made by Bronkema and supported by M. Nienhuis **to approve the Regular Meeting Minutes of May 21, 2020**. Motion carried.
3. Clerk's Report – Bronkema updated the board on the upcoming election.
4. A motion was made by Bronkema and supported by A. Nienhuis to approve the sale of **four graves in lot D-56** of the Olive Township Cemetery to **Travis and Sandra Overway**. Motion carried.
5. A motion was made by Bronkema and supported by Bronkema and supported by A. Nienhuis to approve the sale of **four graves in lot D-71** of the Olive Township Cemetery to **Terry and Judy VanDyke**. Motion carried.
6. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 155,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 16,640.03. The annual audit is completed, with the township receiving the highest rating possible from the auditor.
7. Community Comments: None.
8. Discussion was held on the proposed amendment to the Zoning Ordinance. A motion was made by A. Nienhuis and supported by Bronkema **to approve the adoption of Ordinance O-2020-01**, a text amendment to Section 19 of the Zoning Ordinance having to do with **Planned Unit Developments**, with language as recommended by the Planning Commission. Ayes: M. Nienhuis, A. Nienhuis, Bronkema, Wolters. Nays: None. Motion carried.
9. A motion was made by Bronkema and supported by M. Nienhuis **to approve** the Planning Commission's recommendation for **a special use permit renewal for Turkey City Partnership for a sand mining operation** at approximately 7796 136th Avenue, parcel numbers 70-12-17-100-003 and 70-12-17-200-001. Motion carried.
10. A motion was made by A. Nienhuis and supported by M. Nienhuis **to approve** the Planning Commission's recommendation for **a special use permit renewal for a sand mining operation for H & R Sand Mine** at parcel numbers 70-12-06-100-003, 70-12-06-100-004, 70-12-06-100-019 and 70-12-06-100-024 on Fillmore Street. Motion carried.

11. Various enforcement issues were discussed with Zoning Administrator Kushion, with the board giving direction.
12. Fire Report – Chief Wolters handed out the monthly report and reported on department matters.
13. The Board decided to postpone the Township Cleanup until next spring.
14. A motion was made by Vander Zwaag and supported by M. Nienhuis **to pave 108th between Taylor and Fillmore** at a cost not to exceed \$850,000 over a period of two years. Motion carried.
15. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.
16. A motion was made by Bronkema and supported by M. Nienhuis **to approve publication of minutes by title only**. Motion carried.
17. A motion was made by A. Nienhuis and supported by M. Nienhuis **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:45 pm.

Lona Bronkema, Olive Township Clerk

Olive Township Board of Trustees
Regular Meeting
Thursday, May 21, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session on Thursday, May 21, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Trustee Al Nienhuis led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. Four members of the public were also present.

1. A motion was made by Bronkema and supported by M. Nienhuis **to approve the amended agenda.** Motion carried.
2. A motion was made by Bronkema and supported by A. Nienhuis **to approve the Regular Meeting Minutes of April 16, 2020.** Motion carried.
3. Clerk's Report – Bronkema gave an update on the plans for the August election.
4. Treasurer's Report -- Vander Zwaag reported a transfer of \$10,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$16,463.60.
5. Community Comments: none.
6. A motion was made by Vander Zwaag and supported by M. Nienhuis **to approve** the Planning Commission's recommendation for **a special use permit for Andrew Utting to operate Dynamic Repair Service** as a Home Occupation vehicle repair service **at 11403 Bingham Street**, parcel number 70-12-27-200-009. Motion carried.
7. Fire Report – Chief Wolters handed out the annual and monthly reports and reported on department matters.
8. A motion was made by Wolters and supported by Vander Zwaag **to resurface and improve** to a Class A road **Tyler Street from West Olive Road to 144th Avenue** at a cost not to exceed \$200,000 (with Landscape Design Services picking up \$55,000 of the cost) and **to resurface Taylor Street from 120th Avenue to the end of the pavement past 116th Avenue** a cost not to exceed \$110,000 and **to regravell Tyler Street from 96th Avenue to 104th Avenue** at a cost not to exceed \$20,000 (with a matching \$20,000 from the OCRC). Motion carried.
9. A motion was made by Vander Zwaag and supported by A. Nienhuis **to resurface 104th Avenue from Tyler Street to Baldwin Street** at a cost not to exceed \$100,000. Motion carried.
10. Correspondence was received on the following matters:
 - Letter – Lakeshore Advantage
 - Letter – Holland Township
 - Annual Report – Ottawa County Sheriff's Department

11. The Olive Township Board has decided not to organize an official Memorial Day Service due to COVID-19.
12. The board reviewed the Olive Township COVID-19 Preparedness and Response Plan.
13. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.
14. A motion was made by Bronkema and supported by M. Nienhuis **to approve publication of minutes by title only**. Motion carried.
15. A motion was made by A. Nienhuis and supported by M. Nienhuis **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:40 pm.

Lona Bronkema, Olive Township Clerk

Olive Township Board of Trustees
Regular Meeting
Thursday, April 16, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session on Thursday, April 16, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Treasurer Vander Zwaag led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. One member of the public was also present.

1. A motion was made by Bronkema and supported by A. Nienhuis **to approve the amended agenda.** Motion carried.
2. A motion was made by A. Nienhuis and supported by M. Nienhuis **to approve the Regular Meeting Minutes of March 19, 2020.** Motion carried.
3. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 225,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 37,389.20.
4. Community Comments: Scott Ponstein from Hidden Timbers asked where the township was with the moratorium on large scale developments.
5. A motion was made by A. Nienhuis and supported by M. Nienhuis **to approve** the Planning Commission's recommendation for **a special use permit renewal for Windy Hills Kennels to operate a dog kennel at 7552 128th Avenue**, parcel number 70-12-16-300-017. Motion carried.
6. A motion was made by A. Nienhuis and supported by M. Nienhuis **to approve** the Planning Commission's recommendation to allow **a temporary seasonal use permit for Les Jongekrijg to sell flowers, produce, Christmas trees, and miscellaneous related items from May 1 to December 20 at 9622 Port Sheldon Street**, parcel number 70-12-25-200-032. Motion carried.
7. A motion was made by Vander Zwaag and supported by A. Nienhuis **to approve** the Planning Commission's recommendation for **a special use permit renewal for Hidden Timbers/Georgetown Construction for a sand mining operation** at 14181 Stanton Street, parcel number 70-12-06-200-004. Motion carried.
8. Code Enforcement – The report from Officer Rotman was distributed and discussed.
9. Discussion was held on drain cleanings that are planned for the coming year.
10. A motion was made by Bronkema and supported by Vander Zwaag **to approve the maintenance to Drain No. 49 at a cost in excess of \$5,000 per mile.** Motion passed.
11. A motion was made by Bronkema and supported by Vander Zwaag **to extend the moratorium on large-scale developments** until July 31 or until the Zoning Ordinance Amendment is passed, whichever comes first. Motion carried.
12. Discussion was held on roads that need maintenance in the upcoming year.

13. Meetings:

- Wolters reported that he attends regular virtual meetings with Ottawa County to receive updates and news about COVID-19.
14. Discussion was held on the Memorial Day Service. At this point the board plans to continue with the service only, but not the activities at the museum or the school. It is the board's feeling that the service should be cancelled if the stay at home order is extended.
15. Discussion was held on office staff arrangements during the stay at home order.
16. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.
17. A motion was made by Bronkema and supported by M. Nienhuis **to approve publication of minutes by title only**. Motion carried.
18. A motion was made by Bronkema and supported by M. Nienhuis **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:05 p.m.

Lona Bronkema, Olive Township Clerk

**Olive Township Board of Trustees
Regular Meeting
Thursday, March 19, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424**

The Olive Township Board of Trustees met in regular session on Thursday, March 19, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, led in the Pledge of Allegiance, and opened with prayer.

Members Present: Supervisor Todd Wolters, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. Treasurer Randy Vander Zwaag was absent with notice. Two members of the public were also present.

1. A motion was made by Bronkema and supported by A. Nienhuis **to approve the amended agenda.** Motion carried.
2. A motion was made by A. Nienhuis and supported by Bronkema **to approve the Regular Meeting Minutes of February 20, 2020.** Motion carried.
3. Clerk's Report – Bronkema reported on the recent presidential primary election, the issues surrounding the upcoming school election, and a cost-center transfer of \$500 from Capital Outlay to Building and Grounds Wages. She also indicated that a budget amendment was needed for Building and Grounds Supplies.
4. A motion was made by Bronkema and supported by A. Nienhuis **to amend the budget to increase Building and Grounds Supplies by \$2,500 and decrease Capital Outlay by \$2,500.** Motion carried.
5. Treasurer's Report -- Bronkema reported a transfer of \$150,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$35,758.17.
6. Community Comments: Andrew Utting asked the board for clarification on his application for a Home Occupation permit.
7. A motion was made by Bronkema and supported by M. Nienhuis **to approve the payment of bills to the end of the fiscal year, March 31, 2020.** Motion carried.
8. A motion was made by Wolters and supported by A. Nienhuis **to reappoint Jerry Geertman and Brian Raak to the Planning Commission for a term of three years.** Motion carried
9. A motion was made by Wolters and supported by A. Nienhuis **to reappoint Doug Brouwer to the Zoning Board of Appeals for a term of three years.** Motion carried.
10. Wolters opened the public hearing on the budget. After hearing no comments from the general public, the public hearing was closed. After discussion by the board, a motion was made by Bronkema and supported by M. Nienhuis **to approve by Resolution 2020-06 the General Appropriations Act for budget year 2020-2021.** A roll call vote was taken. Ayes: A. Nienhuis, Bronkema, M. Nienhuis, Wolters. Nays: None. Motion carried.

11. A motion was made by A. Nienhuis and supported by M. Nienhuis to approve **by Resolution 2020-07 the establishment of a Water/Sewer Enterprise Fund**. A roll call vote was taken. Ayes: M. Nienhuis, Bronkema, A. Nienhuis, Wolters. Nays: None. Motion carried.
12. Meetings:
- Board of Review – Wolters reported on the recent Board of Review.
 - Ottawa County Emergency Management – Wolters reported that he is attending regular electronic briefings on the current coronavirus situation.
13. A motion was made by Bronkema and supported by M. Nienhuis **to approve invoices for payment**. Motion carried.
14. A motion was made by Bronkema and supported by A. Nienhuis **to approve publication of minutes by title only**. Motion carried.
15. A motion was made by Bronkema and supported by A. Nienhuis **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:08 pm.

Lona Bronkema, Olive Township Clerk

Olive Township Board of Trustees
Regular Meeting
Thursday, February 20, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session on Thursday, February 20, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Clerk Bronkema led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, and Trustee Matt Nienhuis. Trustee Al Nienhuis was absent with notice. Nine members of the public were also present.

1. A motion was made by M. Nienhuis and supported by Vander Zwaag **to approve the agenda.** Motion carried.
2. A motion was made by Bronkema and supported by M. Nienhuis **to approve the Regular Meeting Minutes of January 16, 2020.** Motion carried.
3. Clerk's Report – A motion was made by Bronkema and supported by Vander Zwaag **to approve the sale of two graves** in lot D-75 of the Olive Township Cemetery to Gary Slagh. Motion carried.
4. A motion was made by Bronkema and supported by M. Nienhuis **to amend the budget** to increase Code Enforcement Wages and decrease the Building Inspector Wages by \$2,000 and to increase Code Enforcement Expenses and decrease Building Inspector Wages by \$500. Motion carried.
5. A motion was made by Bronkema and supported by M. Nienhuis **to amend the budget** to increase Election Worker Salaries & Wages and decrease unassigned funds by \$1,500 and to increase Election Supplies/Expenses and decrease unassigned funds by \$1,000. Motion carried.
6. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 35,000.00 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 25,955.06.
7. Community Comments: None.
8. Discussion was held on the Planning Commission's recommendation for a special use permit for Andrew Utting to operate Dynamic Repair Service as a Home Occupation vehicle repair service at 11403 Bingham Street, parcel number 70-12-27-200-009. A motion was made by Vander Zwaag and supported by M. Nienhuis **to table this** until the May meeting. Motion carried.
9. A motion was made by Vander Zwaag and supported by Bronkema **to approve** the Planning Commission's approval of **the site plan from Olive Feed Mill (CHS, Inc.) for a 840 sq. ft. addition** for a boiler room at 13400 Van Buren Street, parcel number 70-12-32-100-032 with the condition that the applicant will work with the Zoning Administrator in the spring on a landscape plan in place of the architectural standards in the US-31 Overlay District. Motion carried.
10. A motion was made by Vander Zwaag and supported by M. Nienhuis **to approve** the Planning Commission's recommendation for **a temporary seasonal use permit for Edward Hoezee** (EH Sales, LLC) to sell t-shirts and sweatshirts at 9622 Port Sheldon, parcel #70-12-25-200-032 no more than three days in May, three days in June, and three days in September. Motion carried.

11. Various enforcement issues were discussed with Zoning Administrator Kushion, with the board giving direction.
12. Code Enforcement Officer Rotman discussed procedure with the board and gave a short report.
13. Fire Report – Chief Wolters handed out the monthly report and reported on department matters.
14. Fire Board Report – Treasurer Vander Zwaag passed out the minutes of the most recent Fire Board meeting. Discussion was held on the proposed fire budget. A motion was made by Vander Zwaag and supported by M. Nienhuis **to approve the 2020-21 Annual Olive Township Fire Rescue budget** as presented by the Fire Board. Motion carried.
15. A motion was made by Bronkema and supported by M. Nienhuis **to approve by Resolution 2020-04 the wording for a fire emergency millage renewal** proposal to be placed on the ballot at the August election. Ayes: Bronkema, Vander Zwaag, M. Nienhuis, Wolters. Nays: None. Motion carried.
16. A motion was made by Bronkema and supported by Vander Zwaag **to approve by Resolution 2020-05 the wording for a library millage renewal** proposal to be placed on the ballot at the August election. Ayes: M. Nienhuis, Vander Zwaag, Bronkema, Wolters. Nays: None. Motion carried.
17. A motion was made by Vander Zwaag and supported by M. Nienhuis **to name Marcia Van Velzen, Julie Peckham, and Sara Talsma as designees to collect taxes** on behalf of the township treasurer and/or the deputy treasurer, as allowed by Public Act 129 of 2019. Motion carried.
18. A motion was made by Bronkema and supported by M. Nienhuis **to set the date for the public hearing for the 2020-21 budget for March 19, 2020 at 7:30 pm.** Motion carried.
19. Discussion was held on the 2020-21 annual budget.
20. Meetings:
 - Vander Zwaag and Wolters went to a Michigan Township Association meeting to meet the new director.
 - Wolters went to a Board of Review Training, a Planning Commission and Zoning Board of Appeals Training, and a Flood Meeting at the County.
 - Bronkema went to an Ottawa County Clerks’ meeting to learn more about Absent Voting Counting Boards.
 - Vander Zwaag went to Zeeland Township’s Planning Commission meeting on M-231.
21. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment.** Motion carried.
22. A motion was made by Bronkema and supported by M. Nienhuis **to approve publication of minutes by title only.** Motion carried.
23. A motion was made by Vander Zwaag and supported by M. Nienhuis **to adjourn the meeting.** Motion carried. The meeting was adjourned at 9:32 pm.

Lona Bronkema, Olive Township Clerk

Olive Township Board of Trustees
Regular Meeting
Thursday, January 16, 2020, 7:00 p.m.
6480 136th Avenue, Holland MI 49424

The Olive Township Board of Trustees met in regular session on Thursday, January 16, 2020, at 7:00 p.m. Supervisor Wolters called the meeting to order, and Trustee Matt Nienhuis led in the Pledge of Allegiance and opened with prayer.

Members Present: Supervisor Todd Wolters, Treasurer Randy Vander Zwaag, Clerk Lona Bronkema, Trustee Al Nienhuis, and Trustee Matt Nienhuis. Two members of the public were also present.

1. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve the agenda.** Motion carried.
2. A motion was made by Bronkema and supported by M. Nienhuis **to approve the Regular Meeting Minutes of December 19, 2019.** Motion carried.
3. Clerk's Report – Clerk Bronkema reported on the need to do a cost center transfer to cover hydrant rentals.
4. Treasurer's Report -- Vander Zwaag reported a transfer of \$ 260,000 from savings to checking. After all bills are paid, the balance remaining in the checking account is \$ 27,979.79.
5. Community Comments: Juanita Bocanegra introduced herself to the board. She is running for the position of 58th District Judge.
6. Various enforcement issues were discussed with Zoning Administrator Kushion, with the board giving direction.
7. Discussion was held on the possibility of hiring a code enforcement officer.
8. A motion was made Bronkema and supported by Vander Zwaag **to adopt the 2020 Federal Poverty Guidelines** for use by the Olive Township Board of Review **and to approve the Township of Olive 2020 Application for Property Tax Relief** (see attached). Motion carried.
9. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve by Resolution 2020-01 a salary increase of 2% for the clerk** for fiscal year 2020-21. A roll call vote was taken. Ayes: A. Nienhuis, M. Nienhuis, Vander Zwaag, Wolters, Bronkema. Nays: None. Motion carried.
10. A motion was made by A. Nienhuis and supported by Bronkema **to approve by Resolution 2020-02 a salary increase of 2% for the treasurer** for fiscal year 2020-21. A roll call vote was taken. Ayes: Bronkema, M. Nienhuis, A. Nienhuis, Wolters, Vander Zwaag. Nays: None. Motion carried.
11. A motion was made by A. Nienhuis and supported by Vander Zwaag **to approve by Resolution 2020-03 a salary increase of 2% for the supervisor** for fiscal year 2020-21. A roll call vote was taken. Ayes: Bronkema, A. Nienhuis, M. Nienhuis, Vander Zwaag, Wolters. Nays: None. Motion carried.
12. Fire Department—Vander Zwaag reported that the order has been placed for the new fire truck.

13. Meetings:

- Vander Zwaag and Supervisor Wolters reported on a meeting with Holland Township and the Ottawa County Public Utilities.
- Vander Zwaag reported on a Macatawa Area Coordinating Council meeting that he and Fire Chief Wolters attended.

14. Correspondence was received on the following matters:

- Ottawa County Road Commission – Strategic Improvement Plan
- Informational letter on Purchase of Development Rights for Farmland Preservation

15. A motion was made by Bronkema and supported by Vander Zwaag **to approve invoices for payment**. Motion carried.

16. A motion was made by Bronkema and supported by Vander Zwaag **to approve publication of minutes by title only**. Motion carried.

17. A motion was made by Bronkema and supported by M. Nienhuis **to adjourn the meeting**. Motion carried. The meeting was adjourned at 8:25 pm.

Lona Bronkema, Olive Township Clerk