

Nelson Township Board Meeting  
2 Maple Street  
Sand Lake MI 49343  
Municipal Building

May 9th, 2023  
at 5:00 pm

Supervisor called the meeting to order at 5pm., followed by the Pledge of Allegiance. Present: Supervisor Britton, Clerk Hoffman, Treasurer Austin, Trustee's George and DeJong.

There were eleven people in the audience.

**Meeting Agenda:** Motion by DeJong and seconded by Austin add to the agenda:

- h. FOIA
- i. gathering Place
- j. Budget
- k. MCISD and GRCC tax Abate
- l. Headlee
- m. website

Motion approved unanimously.

**Minutes**

In the absence of the Clerk last month, she inquired additional information on Non-Conforming Land Lots;  
Natural Landscape Contract;

The new Building department Assistant hours, a week, that she'll receive calls between 3:30 - 5pm, Monday - Thursday. The clerk was informed then by the board her responsibilities as building assistant has been released of her building department duties;

IT Right Accept Quote.

Motion by Austin and seconded by DeJong to approve the minutes from April 11, 2023. Motion approved Yes all, Abstain Hoffman.

**Financial Report** accepted as presented.

**Accounts Payable**

Austin, with support by George to pay all invoices as presented. Motion approved unanimously.

**Public Comment** - there was no public comment.

**Reports**

Zoning & Enforcement on file in the clerk's office.

Fire reports received from City of Cedar Springs.  
Library - KDL Annual Report were given by Lance Werner, Tracy Chrenka and Jennifer German.

### **Correspondence**

Kent County Drain Commission - Sand Lake - Lake level Notice of Hearing will be held on June 2, 2023 at 9:00am, at 180 Ottawa Ave.

### **New Business**

a. Treasure Credit Card limit: A motion by Britton to increase the Treasurers credit card limit by \$1,000.00 was seconded by DeJong. Roll call vote: Britton Yes, DeJong Yes, Austin Yes, George Yes, Hoffman No.

b. Nelson Township Walking Trail - Austin, with support by DeJong to approve O'Dowd Lawncare & Snowplowing Invoice #23772, to sweep and remove debris from surface. Motion approved unanimously.

c. Point and Pay: Tabled

d. H2Oassis Contract: Britton, with support by Austin to approve the Silver Plan for this fiscal year. Motion approved unanimously.

e. Gathering Place: Austin, with support by George to approve Mr. C's Plumbing and Heating Invoice/quote 084537, dated April 28, 2023, as presented. Motion approved unanimously.

f. Nugent Builder Roof Bid Approved: discussion on Village funding, how will change orders be addressed. Tabled

g. Great Lakes Energy Cooperative - Ordinance 2023-002: the following Ordinance2023-002 was offered by Austin and supported by George. Motion approved unanimously.

h. FOIA: The township treasurer sent a FOIA request to the township clerk for the bank reconciliations records. The bank reconciliation book was handed to treasurer during the board meeting.

j. Gathering Place: George, with support by Austin, approved the closing of the Gathering Place during the 4<sup>th</sup> of July weekend. Motion passed unanimously.

k. Montcalm Area ISD and GRCC tax abate: Austin signed off on them last month.

l. Headlee Calculation L-4029: Signed by the Clerk and Supervisor.

m. Website: Send documents to be included on the website.

n. Amend Budget Center: A motion was offered by Austin to add a new line item under building department 371-708, this line item was established to pay the new building assistant; a starting budget of \$6,240.00, was amended. and supported by DeJong. Yes 4, No Hoffman.

### **Unfinished Business**

a. Access to Clerk's office: the key was given by the building inspector to the new building assistant.

**Extended Comments:** None

**Board Comments:**

**Adjournment:** Without objection the meeting adjourned at 6:30 pm.

Laura Hoffman, Clerk  
Nelson Township