



**TOWNSHIP OF THORNAPPLE**

*Eric Schaefer, Supervisor / Laura Bouchard, Treasurer / Cindy Ordway, Clerk  
Curt Campbell, Trustee / Ross DeMaagd, Trustee / David Stanton, Trustee / Sandra Rairigh, Trustee*

**REGULAR MEETING**

**March 10, 2025, 7:00 PM**

**Meeting Held at Thornapple Emergency Services Building 128 High St., Middleville, MI 49333**

**1. INVOCATION**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Schaefer: Present; Bouchard: Present; Campbell: Present; DeMaagd: Present; Stanton: Present; Rairigh: Absent with notice; Ordway: Absent with notice.

<b>Roll Call:</b> 5 present 2 absent with notice	Schaefer Bouchard Campbell	Present Present Present	DeMaagd Stanton Rairigh Ordway	Present Present Absent with notice Absent with notice
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**OTHERS PRESENT:**

Commissioner Getty, Chief Richardson

Guests: Members of the Thornapple Fire and EMS and their family members

**4. APPROVAL OF PRINTED AGENDA:**

Additional items for tonight's agenda are J: TTES Pay Scale, K: TTES Compensation and Leave Policy, L: Personnel Handbook Update, and M: BSNA payroll one-day training. (Note: A Planning and Zoning report was given to Board Members, as well as Minutes from the Feb. 19 Special Budget Meeting. These two items will be dealt with in the regular April Board meeting.)

<b>Motion Stated:</b>	Campbell - Motion to approve agenda as amended to add items J: TTES Pay Scale, K: TTES Compensation and Leave Policy, L: BS&A payroll one-day training, M: Personnel Handbook Update
<b>Motion Supported:</b>	Stanton
<b>Motion Status</b>	Approved by voice vote. 5 ayes and 0 nays.

**5. APPROVAL OF CONSENT AGENDA:**

Motion Stated:	Stanton - <b>Motion to approve the Consent Agenda</b> with one change to the minutes (#7 -County Report: bold on left side, change "Paul" to "John" Smelker).
Motion Supported:	Campbell
Motion Status	<b>Approved</b> by roll call vote. 5 ayes and 0 nays.

Roll Call:	DeMaagd Schaefer	Yes Yes	Stanton Bouchard	Yes Yes	Campbell	Yes
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**6. FIRST PUBLIC COMMENT:** None

**7. COUNTY REPORT:**

Commissioner Catherine Getty reports there was no meeting last week due to lack of quorum.

- County Parks grant applications are open as of today (from \$500-15,000).
- Welcome Patrick Jansens to the county
- Approved the local emergency planning committee to submit the hazardous material emergency grant
- Approved several PA 116's
- John Smelker expresses his regrets that he could not be present tonight.

**Board Response:**

Thank you, Commissioner Getty.

**8. PUBLIC HEARING: Proposed 2025-2026 Township Budget**

Supervisor Schaefer recessed the Township Meeting at 7:07 and opened it up for the 2025-2026 Township budget hearing. There was no comment.

The Thornapple Township Meeting was reconvened at 7:07.

**9. RESERVED TIME:**

Chief Richardson expressed his appreciation for each of the following award winners and made note of their significant contributions. He handed out the following awards:

5 Year Award: Lt. *Collin Chrenka, Tom Daniels, Brian Murphy, Lt. Mike Powell, Lloyd Skiba, Cas Vugteveen*

Rookie of the Year: *Chase Maslonka*

Firefighter of the Year: *Shelby England*

Fire Officer of the Year: *Captain Jared Willman*

TopGun Award: *Brian Jahnke*

**10. EMERGENCY SERVICES REPORT:**

Chief Richardson reported that there is an Officers meeting next week and the Annual Report is in the meeting packet.

**11. UNFINISHED BUSINESS:**

None

**12. NEW BUSINESS:**

**A. Agenda Request for Hiring a recording secretary to take meeting minutes, effective as of the starting time of this, March 10, 2025 Regular Board Meeting.**

Motion Stated:	Campbell - Motion to approve that the clerk, at her discretion, hire a recording secretary to take minutes at the regular Township Board meetings and handle all responsibilities with the board meeting minutes, not to exceed \$95.00 per meeting.
Motion Supported:	Bouchard
Motion Status	<b>Approved</b> by roll call vote. 5 ayes, 0 nays.

Roll Call:	Stanton Schaefer	Yes Yes	DeMaagd Campbell	Yes Yes	Bouchard	Yes
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**B. Barry County Fair Participation**

Motion Stated:	Campbell - Motion to approve the 3 way split of the Barry County Fair Booth rental with the City of Hastings and the Village of Middleville for a cost not to exceed \$147.00.
Motion Supported:	Schaefer
Motion Status	<b>Approved</b> by roll call vote. 5 ayes and 0 nays.

Roll Call:	Schaefer Stanton	Yes Yes	Bouchard Campbell	Yes Yes	DeMaagd	Yes
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**C. Barry County Road Commission four year plan. Impact: \$170,000.00 per year for the next four years. This includes the \$20,000.00 per year for dust control.**

Motion Stated:	Schaefer - Motion to approve a four year plan with the Barry County Road Commission for a cost not to exceed \$170,000.00 per year.
Motion Supported:	Campbell
Motion Status	<b>Approved</b> by roll call vote. 5 ayes and 0 nays.

Roll Call:	Bouchard Campbell	Yes Yes	DeMaagd Schaefer	Yes Yes	Stanton	Yes
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**D. Paul Henry Trail Maintenance.**

Motion Stated:	Campbell - Motion to approve \$1900 for Paul Henry Trail maintenance to assist
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	the Village of Middleville.
Motion Supported:	Stanton
Motion Status	<b>Approved</b> by roll call vote. 5 ayes and 0 nays.

Roll Call:	Stanton Bouchard	Yes Yes	Campbell DeMaagd	Yes Yes	Schaefer	Yes
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**E. GENERAL APPROPRIATION RESOLUTION for fiscal year April 1, 2025 - March 31, 2026 RESOLUTION #04-2025.** This is a resolution to establish a general appropriations act for Thornapple Township; to define the powers and duties of the Thornapple Township officers in relation to the administration of the budget and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

Motion Stated:	Bouchard - Motion to approve the General Appropriation Resolution #04-2025.
Motion Supported:	Schaefer
Motion Status	<b>Approved</b> by roll call vote. 5 ayes and 0 nays.

Roll Call:	Bouchard Campbell	Yes Yes	DeMaagd Schaefer	Yes Yes	Stanton	Yes
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**F. Supervisor Salary Resolution #05-2025** to establish the annual salary for the Thornapple Township Supervisor of \$41,000.

Motion Stated:	Campbell - Motion to approve Supervisor Salary Resolution #05-2025 for \$41,000 annual salary.
Motion Supported:	Bouchard
Motion Status	<b>Approved</b> by roll call vote. 4 ayes, 0 nays, 1 abstain.

Roll Call:	Campbell DeMaagd	Yes Yes	Schaefer Stanton	Abstain Yes	Bouchard	Yes
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**G. Township Treasurer Salary Resolution #06-2025** to establish the annual salary of the treasurer of \$41,000.

Motion Stated:	Campbell - Motion to approve Resolution #06-2025 to establish the annual salary of the Township Treasurer at \$41,000.
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Motion Supported:	Schaefer
Motion Status	<b>Approved</b> by voice vote. 4 ayes, 0 nays, 1 abstain.

Roll Call:	DeMaagd Schaefer	Yes Yes	Stanton Bouchard	Yes Abstain	Campbell	Yes
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**H. Township Clerk Salary Resolution #07-2025** to establish the annual salary for the Thornapple Township Clerk as \$41,000.

Motion Stated:	Schaefer - Motion to approve Resolution #07-2025 to establish the Clerk annual salary as \$41,000.
Motion Supported:	Campbell
Motion Status	<b>Approved</b> by roll call vote. 5 ayes, 0 nays.

Roll Call:	Schaefer Stanton	Yes Yes	Bouchard Campbell	Yes Yes	DeMaagd	Yes
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**I. Trail Commitment Resolution #08-2025** (replaces Resolution #02-2025) to support making a financial commitment to the project in the amount of \$25,000 per year matching funds for the next four years and support submission of a Michigan Natural Resources Trust Fund Application for Paul Henry Trail Bridge Replacement, including resurfacing and access enhancement of the portion owned by the Village of Middleville. *(note that the original resolution in the packet was erroneously marked as Resolution #03-2025).*

Motion Stated:	Schaefer - Motion to approve Resolution #08-2025 for Paul Henry Trail bridge replacement.
Motion Supported:	Campbell
Motion Status	<b>Approved</b> by roll call. 4 ayes and 1 nay.

Roll Call:	Schaefer Stanton	Yes Yes	Bouchard Campbell	Yes Yes	DeMaagd	No
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**J. Recommendation from Chief Richardson to update to the TTES Pay Scale** for the 2025-2026 fiscal year as submitted.

Motion Stated:	Schaefer - Motion to approve the updated TTES Pay Scale for Firefighter positions
Motion Supported:	Stanton

<b>Motion Status</b>	<b>Approved by roll call vote. 5 ayes and 0 nays.</b>
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<b>Roll Call:</b>	Bouchard Campbell	Yes Yes	DeMaagd Schaefer	Yes Yes	Stanton	Yes
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**K. Recommendation from Chief Richardson to update to the TTES Compensation and Leave Policy.**

<b>Motion Stated:</b>	Schaefer - Motion to approve the update to the TTES Compensation and Leave Policy.
<b>Motion Supported:</b>	Campbell
<b>Motion Status</b>	<b>Approved by roll call vote. 5 ayes and 0 nays.</b>

<b>Roll Call:</b>	DeMaagd Schaefer	Yes Yes	Stanton Bouchard	Yes Yes	Campbell	Yes
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**L. Recommendation for a one-day payroll module training session in Bath, MI, at BS&A.**

<b>Motion Stated:</b>	Campbell - Motion to approve a one-day module payroll training session in Bath, MI, at BS&A for a cost not to exceed \$1500.
<b>Motion Supported:</b>	Schaefer
<b>Motion Status</b>	<b>Approved by roll call vote. 5 ayes and 0 nays.</b>

<b>Roll Call:</b>	Stanton Bouchard	Yes Yes	Campbell DeMaagd	Yes Yes	Schaefer	Yes
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**M. Recommendation to update the Personnel Handbook to reflect the requirements of the Earned Sick Time Act, to update the Vacation Policy, and replace Personal Time with Sick Time. Vacation hours can be banked up to 216 hours.**

<b>Motion Stated:</b>	Schaefer - Motion to approve the update of the Personnel Handbook to reflect the requirements of the Earned Sick Time Act, update the Vacation Policy, and replace Personal Time with Sick Time as requested by the Clerk.
<b>Motion Supported:</b>	Campbell
<b>Motion Status</b>	<b>Approved by roll call vote. 5 ayes and 0 nays.</b>

<b>Roll Call:</b>	Schaefer Stanton	Yes Yes	Bouchard Campbell	Yes Yes	DeMaagd	Yes
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**13. COMMITTEE REPORTS:****A. Administration (Schaefer, Bouchard, Ordway)**

- Hired a new person to take meeting minutes.(approved earlier this meeting).

**B. Cemetery (Ordway, DeMaagd, Rairigh)**

- No report.

**C. Middleville DDA Report (Schaefer)**

- Secured multiple events - 10 events, possibly more. The Middleville DDA is gaining members and is experiencing a positive work environment.

**D. Elections (Ordway, Bouchard, Schaefer)**

- Combined with Caledonia for a small election

**E. Emergency Services (DeMaagd, Schaefer, Rairigh)**

- No report.

**F. Finance (Bouchard, Ordway, Rairigh)**

- The collection of 2024 taxes has been completed and has been turned over to the county.

**G. Parks and Recreation Representative (Schaefer)**

- New Chairperson - Catherine Getty reported that quarterly meetings will be held on the 3rd Wednesday. In April they hope to kick off a 5 year rec plan mandate process over the next 8 months so they can have something for the entities to adopt in Jan or Feb of 2026 in time to meet their deadline.

**H. Personnel and Compensation (Ordway, Campbell, Schaefer)**

- No report.

**I. Property and Public Utilities (Stanton, DeMaagd, Campbell)**

- No report.

**J. Roads and Highways (Campbell, DeMaagd, Stanton)**

- No report.

**K. Duncan Lake Sewer (Campbell, Stanton, Schaefer)**

- A meeting is scheduled for March 17.

**14. SECOND PUBLIC COMMENT PERIOD:**

Commissioner Getty commented, this time as a representative for the Paul Henry Trail association. They are recruiting board members and increasing membership to assist with amenities along the PH Trail. Previously there were six board members. Three more people have been added. They are kicking off an initiative called "Trek the Trail" and plan to walk a section of the PH Trail from beginning to end on Saturdays for the next several months. National Celebrate Trails Day is April 26, and they will have an event at the gazebo from 1-3 pm to celebrate the trail and hand out materials. Catherine added a tribute to Bob Bender who passed away this past Friday. He had served on the County Commission and the state legislature. He will be missed.

**15. POLL OF MEMBERS:**

David Stanton (Trustee) - Congratulations to all of the Fire and EMS staff who received awards tonight.

Sandy Rairigh (Trustee) - (absent)

Ross DeMaagd (Trustee) - Echo congratulations to all EMS personnel for a job well done. A note about agenda items - when we do agenda requests, we need to note the line item in the budget.

Curt Campbell (Trustee) – Congrats and thanks to all award recipients. He appreciates the entire staff of the EMS Dept and also extends appreciation to their families. (Happy birthday to Ross and Sandy and himself.)

Laura Bouchard (Treasurer) – Congrats to all who received special awards tonight.

Cindy Ordway (Clerk) - (absent)

Eric Schaefer (Supervisor) - Thank you to Chief Richardson for the presentations. Thanks also to all who protect and serve us.

**15. ADJOURNMENT:**

TIME: 7:53 P.M.

Motion Stated:	Campbell - Motion to adjourn at 7:53 PM.
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Motion Supported:	Stanton
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Motion Status	Approved by voice vote. 5 ayes and 0 nays.
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*Cindy Delway, Clerk*

Respectfully submitted,  
Diane Dykgraaf, Recording Secretary