PROPOSED MINUTES
LAKETOWN TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
4338 BEELINE ROAD
HOLLAND, MICHIGAN

DECEMBER 11, 2025

1. CALL TO ORDER
   Supervisor Steven Ringelberg called the regular meeting to order at 6:00 p.m.
   MEMBERS PRESENT: Jim Johnson, Steven Ringelberg, Mark Timmerman
   MEMBERS ABSENT: Jim Delaney, Mike Koeman
   STAFF PRESENT: Stephanie Fox – Manager
   Doug DenBleyker – Graafschap Fire Department chief
   Michelle Sall – Community development director
   Zoey Hallam – Deputy clerk
   Don Jollay – Assessor (Zoom)
   Jim Hayden – Community information coordinator

2. PLEDGE OF ALLEGIENCE
   Led by DenBleyker

3. REVIEW & APPROVE MINUTES DECEMBER 3, 2025, WORKSHOP
   Motion by Timmerman, second by Johnson, to approve the minutes of the Dec. 3, 2025, workshop as presented. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE

4. REPORTS OF OTHER OFFICES
   a) Allegan County Commissioner Craig Van Beek
      Written report submitted, verbal presentation.
   b) Laketown Parks & Recreation Commission Brad Laninga
      Verbal report by Parks Commission Vice Chairperson Tom Hoekman.
   c) Others

5. STAFF REPORTS
   a) Manager
      Written report submitted.
   b) Graafschap Fire Department Chief
      DenBleyker gave report for November.

c) Community Development Director
Written report submitted.
d) Deputy Clerk
Written report submitted for Dec. 3 workshop.
e) Deputy Treasurer
Written report submitted.
f) Maintenance
Written report submitted.
g) Public information
Written report submitted.

6. REVIEW AND APPROVE NOVEMBER EXPENDITURE REPORTS
Johnson said he and staff are meeting with the township bank representative to discuss fraud repayment. He reported new fraud protection policies are in place.

Motion by Johnson, second by Timmerman, to approve the November expenditure reports. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE

7. PUBLIC COMMENT ON NEW AND OLD BUSINESS
Start: 6:24 p.m.
Ringelberg noted communications from Dave and Angie Grumney about short-term rentals and Karen Massengill about the Interurban.
5 speakers
Topics: Move microphones closer; Interurban opposition and support; Felt Mansion repairs, liability; Wolters House.
End: 6:34 p.m.

8. OLD BUSINESS
a) Interurban negotiations
Motion by Ringelberg, second by Johnson, that we agree it's appropriate to spend tax dollars on public transportation.

The board discussed the proposal, Interurban service and funding.

Ringelberg said the Interurban is giving a good deal and that public transportation coexists with Ubers, taxis, limousines and private vehicles.

Timmerman asked Van Beek to explain the Allegan County Transportation (ACT) system. Van Beek explained.

Johnson said he supports a vote by residents on a millage.

Ringelberg said 0.10 mill would bring in about $70,000 and 0.20 mill would bring in about $140,000.

Timmerman asked why the township would be paying for two services – ACT and Interurban? He said the ACT service is not on the Laketown website like the Interurban is.

Restate motion: **Motion by Ringelberg, second by Johnson, that we agree it's appropriate to spend tax dollars on public transportation. Ringelberg called for a vote on the motion. VOICE VOTE YES: RINGELBERG. NO: TIMMERMAN, JOHNSON. MOTION FAILS 1-2.**

The board continued discussion.

Motion by Johnson, second by Timmerman, to instruct Stephanie Fox to send a note on Dec. 12 asking to end the current contract because of the 30-day notice required. Ringelberg called for a vote on the motion. VOICE VOTE YES: JOHNSON, TIMMERMAN. NO: RINGELBERG. MOTION PASSES 2-1.

Motion by Timmerman, second by Johnson, to have the manager act upon the updates to the website and publicity for ACT then detail use through March 4, 2026.

Amendment by Ringelberg, second by Johnson, to include asking the manager to consult with ACT. Ringelberg called for a vote on the amendment. AMENDMENT UNANIMOUSLY APPROVED 3-0 VOICE VOTE

Amended motion: **Motion by Johnson, second by Timmerman, to ask the manager to consult with ACT and have the manager act upon updating the website and publish the ACT transportation and details of booking through them for a trial period until March 4, 2026, and at that time the board will review the statistics of the manager's discussions with ACT. Ringelberg called for a vote on the motion. VOICE VOTE YES: JOHNSON, TIMMERMAN. NO: RINGELBERG. MOTION PASSES 2-1.**

Ringelberg called a break in the meeting at 7:20 p.m.
Ringelberg called the meeting back to order at 7:27 p.m.

b) Beach stairs contract
Ringelberg said the pending motion from the Nov. 12, 2025, meeting:
Motion by Ringelberg, second by Johnson, to reject the recommendation of the parks commission for Lakeshore Concepts for $196,500 for Laketown Township Beach from the top of the dune to the water, and to direct the staff to research and apply for grants for construction of the stairs.

Ringelberg explained the beach stairs proposal.

Hoekman explained the parks commission process for choosing the company and the work of the parks commission parking group. He said the parks commission never approved the request for proposal.

Johnson said he is uncomfortable with the RFP because it says the township would take the lowest qualified bidder, which the recommended company is not. He said he wasn't sure if the township can afford the stairs.

The board discussed the role of the parks commission and how it is funded.

Ringelberg said the attorney confirmed the township board can apply for grants for the Laketown parks.

Motion by Johnson, second by Timmerman, to amend the motion of Nov. 12, 2025, to table the current proposal from the parks commission on stairs and ask the manager to immediately begin the process to apply for grants. Ringelberg called for a vote on the amendment. AMENDMENT UNANIMOUSLY APPROVED 3-0 VOICE VOTE

Restate motion**: Motion by Ringelberg, second by Johnson, to amend the motion of Nov. 12, 2025, to table the current proposal from the parks commission for Lakeshore Concepts for $196,500 for Laketown Township Beach from the top of the dune to the water and ask the manager to immediately begin the process to apply for grants for construction of the stairs. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE**

c) Recycling and materials handling

Ringelberg explained trash services and recycling in Laketown. Hallam explained the state grant must be applied for by Jan. 28, 2026. It is a reimbursement grant with partial payment by the township to acquire recycling carts.

Motion by Ringelberg, second by Johnson to direct the manager to work with staff to submit the grant application to the Michigan Department of Environment, Great Lakes and Energy to fund 80 percent of the costs of recycling carts if we decide to go that route. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE

d) Rezoning of Wolters House property
Motion by Ringelberg, second by Timmerman, to rezone the Wolters Property, 6289 147th Ave., Holland, from R-1 to R-2 in accordance with the recommendation from the planning commission. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE

9. NEW BUSINESS
   a. Graafschap Fire Department DNR Grant
   DenBleyker explained the State of Michigan Volunteer Fire Capacity Grant through the State Department of Natural Resources for wildland turnout gear, boots, gloves and equipment, a 50/50 matching grant of $4,575, totaling $9,150.

   Motion by Johnson, second by Timmerman, to accept the grant and execute it as described by the fire chief and direct the manager to execute the obligation of pursuing the grant to sign on behalf of the fire department. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE

   b. Building Authority Felt Mansion request.
   Fox explained the work needed at the Felt Mansion. Elizabeth McEwen, executive director of the Felt Estate, explained the grant that has been received and the financial status of money collected for the portico project.

   Motion by Ringelberg, second by Timmerman, to allow up to $5,000 from the capital account to Friends of the Felt Estate for engineering inspection of the portico and direct the manager to dispense the amount to FOFE that falls short of the $28,000 price. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE

c. Board Updates
   i. Laketown Planning Commission Updates – Mark Timmerman
      Timmerman updated board.
   ii. ZBA – Mike Koeman
      ZBA member Lynn Kobes updated board.
   iii. Fire Board – Jim Johnson/Mike Koeman
      Johnson updated the board.

d. Appointments
   i. Library Board (Currently Gary Dewey, exp. Dec. 31, 2025)
      Motion by Ringelberg, second by Johnson to reappoint Gary Dewey to the library board. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE
   ii. Building Authority (Currently Bob Schaftenaar, exp. Dec. 31, 2025)
      Motion by Johnson, second by Timmerman to reappoint Bob Schaftenaar to the Building Authority. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE
   iii. Zoning Board of Appeals Alternate (Currently Dale Burkett, exp. Dec. 31, 2025)
      Motion by Johnson, second by Timmerman, to reappoint Dale Burkett as a Zoning Board of Appeals Alternate. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE
   iv. Board of Review Alternate
      Motion by Ringelberg, second by Johnson, to appoint George Parker as Board of Review Alternate. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE
   v. Administrative Committee of the Holland Board of Public Works
      Motion by Ringelberg, second by Timmerman, to appoint Stephanie Fox to be the Laketown Township representative to the Administrative Committee of the Holland Board of Public Works. Ringelberg called for a vote on the motion. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE

10. PUBLIC COMMENT

Start: 8:26 p.m.
3 speakers
Topics: Thanks to the parks commission; Interurban support; Thanks to Felt executive director; Beach stairs and budget; Recycling.
End: 8:33 p.m.

11. ADJOURN

Motion by Timmerman, second by Johnson, to adjourn the meeting at 8:34 p.m. Ringelberg called for a vote. MOTION UNANIMOUSLY APPROVED 3-0 VOICE VOTE