

CASCADE CHARTER TOWNSHIP
PERSONNEL & FINANCE COMMITTEE MEETING
August 11, 2021 at 9:00am
Cascade Township Hall – Large Conference Room
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

Members Present: Supervisor Grace Lesperance, Treasurer Ken Peirce (Trustee Koessel was excused)

Others Present: Township Manager (TM) Ben Swayze, Director of Building Inspections (DBI) Brian Wilson,

Members of the Public: Trustee Timmy Noordhoek, Craig Meurlin

ARTICLE 1. Call to Order: Meeting was called to order at 9:00am

ARTICLE 2. Approval of the Agenda: Motion by Supervisor Lesperance, Supported by Treasurer Peirce to approve the agenda. Motion carried.

ARTICLE 3. Approval of the Minutes of the July 12, 2021 Meeting: Motion by Supervisor Lesperance, Supported by Treasurer Peirce to approve the minutes. Motion carried.

ARTICLE 4. Review and Consideration of the Proposed Building Department Fee Update: DBI Wilson reviewed the memo that was prepared regarding the fee schedule for the Building Department. Current fee schedule was last updated in 2009. Since then, all improvements in the department have been done through current fees. Comparison to other surrounding communities and like-departments in the state show that our fees are very low, adjusting them as recommended would still make our fees low in comparison. Process is to get Cascade Township Board buy-in, then visit customer communities for buy-in as they are required to adopt the Cascade fee schedule as well. Fees would then be implemented beginning Jan 1, 2021. Discussion ensued. The committee indicated they saw the value in the fee increases, didn't see any issues. DBI Wilson indicated he would return to the committee for final recommendation once he received comments from partner communities.

Motion by Supervisor Lesperance, Supported by Treasurer Peirce to move the process forward. Motion carried.

ARTICLE 5. Review & Consideration of MERS Plan Adoption Agreement Addendums TM Swayze reviewed the proposed MERS agreement addendum with the committee. This action was requested by MERS, they are trying to consolidate several documents into an updated one. The addendum are meant to restate the terms of the two plans, not to change them. The forms were completed to reflect our current MERS benefit. Discussion ensued.

Motion by Supervisor Lesperance, Supported by Treasurer Peirce to recommend the Township Board approve the MERS Plan Adoption Agreement. Motion carried.

ARTICLE 6. Public Comment: Trustee Noordhoek ask questions regarding the operation of the Building Department related to how other departments operated, related to how the funds of the department can be used, and related to private inspection companies.

ARTICLE 7. Adjournment: Motion by Treasurer Peirce, Supported by Supervisor Lesperance to adjourn the meeting. Meeting adjourned at 10:14am.

Approved by the Personnel & Finance Committee – September 8, 2021