

**Minutes**  
Cascade Charter Township  
Personnel & Finance Committee  
Monday, July 19, 2023  
9:00 A.M.  
5920 Tahoe Dr. SE

**ARTICLE 1. Call the Meeting to Order**

Treasurer Korstange called the meeting to order at 9:07 A.M.  
Members Present: Supervisor Lesperance, Treasurer Korstange  
Absent: Trustee Noordhoek  
Others Present: Interim Manager Andrzejewski, Management Admin Assistant Stine,  
Deputy Treasurer Sourine, Senior Accountant Thompson

**ARTICLE 2. Approval of the Agenda**

**Motion was made by Supervisor Lesperance to approve the current Agenda.  
Supported by Treasurer Korstange. Motion carried 2 to 0.**

**ARTICLE 3. Discuss Capital Purchases**

The committee discussed creating a list of approved expenditures that have yet to come out of the general fund. They will be enforcing the process for items over \$25,000 coming to the board for approval and staff submitting a PO if the cost is over \$1,000. Blanket PO's will be solicited in December and then purchases can reference back to those bids throughout the year. Interim Manager Andrzejewski will distribute the current purchase order policy to Township staff to make sure they are all aware. Budget amendments will be approved by the board twice a year. Moving pension liability out of the general fund was discussed as it makes the fund look larger than it would be if liabilities were considered. The auditors had recommended keeping it in the general fund. Capital purchases will return to having money allocated to each item in a capital improvements fund.

**ARTICLE 4. Discuss Accounts Payable**

Interim Manager Andrezejeski will be approving accounts payable until the new Township Manager starts.

**ARTICLE 5. Discuss Purchase Orders**

Capital Improvements, from the Capital Improvements Plan will require PO's if they are \$5,000 or more.

**ARTICLE 6. Discuss Water and Sewer Moratorium Ordinance (1B of 2020)**

The committee discussed the water moratorium ordinance that ended in 2021 but has not been enforced since it expired. The ordinance will need to either be removed or made optional if the Board doesn't want to enforce it. The ordinance requiring

residences to come onto city water if they sell or vacate the property was put into place to recoup fees to the township from when Cascade built the water lines from Grand Rapids. The public utility fund doesn't have any debt but it may be held elsewhere in the Township's finances.

Other items that show up in a confusing manner are the Thornapple River SAD and Laraway Lake SAD. Senior Accountant Thompson and Interim Manager Andrzejewski will be invited to the next Thornapple River SAD meeting. The Laraway Lake SAD may be residents paying back what the Township has already spent.

**ARTICLE 7. Discuss Parks and Paths Projects and Funding Sources**

Pathways Committee Member Mike Reese will make a presentation about the Pedestrian Bridge and Troyer Group's proposed scope of work at the next Township Board meeting. Spaulding DeDecker will likely be involved and the goal is to complete the project in 2024. The project will likely require the \$500,000 in ARPA funds that the Township Board has already approved for the bridge in addition to the \$250,000 allocated by the DDA.

**ARTICLE 8. Discuss PFAS Project Status and Funding**

The committee discussed progress with the PFAS project.

**ARTICLE 9. Discuss Other Business**

Interim Manager Andrzejewski and Management Assistant Stine will meet with Parks & Recreation Director Manion and KDL Regional Manager Lulu Brown regarding current Wisner Center challenges and how allowing additional groups to rent the rooms would impact both organizations.

The committee may consider requesting a bid for carpet cleaning in the future.

**ARTICLE 10. Public Comment (Please limit comment to 3 minutes)**

Interim Manager Andrzejewski shared comments from resident Dorothy Cribbs who is interested in organizations that are 501(c)x (where x is any number other than 3) being allowed to reserve the Wisner Center.

**ARTICLE 11. Adjournment**

**Motion was made by Supervisor Lesperance to adjourn. Supported by Treasurer Korstange. Motion carried 2 to 0. The meeting was adjourned at 10:51 A.M.**