

## Minutes of the Regular Board Meeting of Thornapple Township: October 14, 2025

Chairman Tom Zelm called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance. Open meeting compliance was verified with notice posted in three locations.

### Roll Call

Board members present: Chairman, Tom Zelm; Supervisor, Jim Engelhardt; Supervisor, Ryan Smith; Treasurer, Sue Pinnow; Clerk, Becky Smith; Quorum verified: YES

Citizens present: 4

### Order of Business

1. **Reading & action on board minutes:** Adjustments were made to the September minutes to include the Ramer Rd. discussion. Motion to approve minutes with modifications by Tom Zelm; 2<sup>nd</sup> by Ryan Smith; motion carried.
2. **Treasurer's report:** No report was presented: due to a communications failure with the clerk turnover, the necessary documents were not prepared in time. Sue Pinnow suggested the bills could be 'pre-approved' as there was nothing out of the ordinary pending, aside from the gravel and machinery repair which had been previously discussed. Tom qualified the preapproval by stating that anything over the amount of \$3,000 would need to be reviewed, then motioned to allow the preapproval. 2<sup>nd</sup> by Ryan Smith; motion carried.
3. **Review & approve payment of bills due:** See treasurer's report above. Tom briefly mentioned that he had spoken with a bank representative about getting a set rate for loans, but received no clear information as yet.
4. **Roads report:** The gravel situation is still pending: currently less than half of the \$45,000 bid has been completed. JR stated that we may not need the full amount.
  - a. **Sawdust Road:** Tom Zelm reported that the quote by Monarch Paving Company to repave the 3 repaired areas on Sawdust Road was \$10,400; Ryan Smith motioned to approve that amount, 2<sup>nd</sup> by Jim Engelhardt; motion carried.
  - b. **Ramer Road:** Jim Engelhardt reported that the powers that be are still basically giving the runaround and will only grant permission for the township to assume the road with certain requirements; the complication of the winter plowing situation was brought up, since there would be no place for the plow to turn around if the road remains private. In the end, the board decided to accept whatever risk resulted from Thornapple assuming ownership of the road and a motion was made by Tom Zelm and 2<sup>nd</sup> by Ryan Smith to do so. Motion carried.
  - c. **Nickels Road:** Jim Engelhardt reported on his research and confirmed that the township is only responsible for .26 miles of Nickels Road.
5. **Equipment Report:** The mower has been repaired, but the new blades are the wrong size: it was a supplier issue and should be corrected by them. The other equipment currently has no issues. JR brought up the possibility of getting carbide blades for winter use and agreed to look into it further after some discussion on cost efficiency.

6. **Website details:** Ryan Smith reported that the previously discussed updates have been made: contact info and address are correct, minutes/agendas have been received and will be added, building permit form has been linked.
  - a. **Spring/Fall cleanup:** Sue mentioned that the restrictions are the same as regular recycling times.
  - b. **Acceptable items at the dump/recycling center:** Sue will get a list of unaccepted items which can be posted on the website. Ryan will check into the standing agreement about tire disposal at Rand's Trucking.
  - c. **Contact info:** The issue has been corrected.
  - d. **Other discussion:** Becky Smith mentioned that the current information on building permits can be misinterpreted, and also suggested adding info on fire number permits to the section on Licenses/Permits. Ryan and Sue will communicate and put together verbiage to make the requirements clearer. There was some discussion on exactly what type of buildings require a permit, mainly regarding mobile or prefabricated structures, but no certainty by anyone on what is allowed.
7. **Budget hearing date:** There was uncertainty about any deadline by which the budget hearing must be complete, but it was decided that sooner is better. Sue will look into the requirements so that we could possibly have the hearing meeting following the next regular meeting. This would require that we have the budget workshop meeting in the interim, before Monday, October 27 in order to fulfill the meeting notice requirements for the budget hearing. Dates pending.
8. **Buildings/Town Hall/Recycling Center:** nothing reported.
9. **Citizens' comments:** No comments by citizens present. Tom Zelm relayed second hand someone's concerns about the neighboring kids playing on the Town Hall property. Potential liability issues were raised. Sue will consult with the insurance company for more information.
10. Jim Engelhardt presented his letter of resignation to the board with an explanation. The resignation was accepted.
11. **Adjourn meeting:** motion to adjourn meeting at 8:24 PM by Tom Zelm; 2<sup>nd</sup> by Ryan Smith; motion carried.

Next month's meeting will be on: November 11, at 7:00 PM.

Minutes prepared by: Becky Smith, Clerk

Minutes seen and approved by:

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Tom Zelm, Chairman

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Ryan Smith, Supervisor

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Supervisor