Minutes of the Regular Board Meeting of Thornapple Township: November 10, 2026

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: Chair, Tom Zelm; Supervisor, Ryan Smith; Supervisor, John Rautio; Treasurer, Sue Pinnow; Clerk, Becky Smith; Quorum verified: YES

3 Citizens present

Order of Business

1. **Reading & action on board minutes:** A motion to approve the minutes as presented was made by Tom and seconded by John; the motion carried.
2. **Treasurer's report:** Sue presented the treasurer's report for this month and the two prior. A motion to accept the report as presented was made by Ryan and seconded by Tom; the motion carried.
3. **Review & approve payment of bills due:** A motion to approve the month's bills was made by Tom and seconded by Ryan; the motion carried.
4. **Cedar Corporation Update:** Tom talked with Nicole and we do now have access to the WSTLR report. The info has been added to the account. The corporation is sending someone to survey the town's culverts, but no one could remember the date. Becky will ask them to begin including the entire board in the communication emails so we are all up to date.
5. **Clarify moratorium/zoning/driveway ordinance issue:** As it has been established that the town of Thornapple does not have village powers or independent zoning authority, the ordinances signed at the September meeting are null and void. The board discussed potentially looking into gaining independence in the future, but the process is fairly involved. We would need a comprehensive zoning plan, someone to oversee it, as well as potential legal fees. As of right now, we will continue as we are.

   Discussion on building permits ensued. Ryan made a motion to eliminate the fee for building permits and was seconded by John; the motion carried.
6. **Sawdust Road loan:** The due date for the CCF loan falls between our monthly meetings, so we would need to either do a double payment one month or set it up for an automatic withdrawal so that we don't continually fall into late payments. Discussion ensued on the best course of action, including transferring monies to facilitate our goal of switching accounts by the end of the first quarter of 2027. Ryan made a motion to transfer $18,000 into the CCF account and begin paying our monthly bills from there, as well as setting up the ACH for the loan payment. Tom seconded and the motion carried. Ryan also made a motion to begin transferring incoming money into the CCF account, including state and federal grants and incomes. John seconded and the motion carried.
7. **Roads report:** JR reported on the roads. Sunfish Lake Road was mentioned, and the need to fill some holes there; JR mentioned that the grader doesn't fit on that road because it is too narrow.
8. **Equipment Report:** JR reported on equipment: the tractor tires have been replaced, and the cylinder on the boom mower is fixed.

Tom had some info on a possible tractor, either to purchase or lease to own. We would need to know what maintenance is included, as well as any restrictions in the usage hours.

9. **Buildings/Town Hall/Recycling Center:** All of the regular recycling workers will be unavailable this weekend. Ryan volunteered to work for a few hours, but it will need to close early.
10. **Citizens' comments:** None
11. **Adjourn meeting:** Ryan made a motion to adjourn the meeting at 8:43 PM and was seconded by Tom; the motion carried.

Next month's meeting will be on: December 8 at 7:00 PM.

Minutes prepared by: Becky Smith

Minutes seen and approved by:

Tom Zelm, Chairman	Ryan Smith, Supervisor	John Rautio, Supervisor