TALLMADGE CHARTER TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Minutes

September 8, 2026 | 6:00 p.m.

A. Call to Order

Supervisor Mark Bennett called the regular meeting of the Tallmadge Township Board of Trustees to order at 6:00 p.m. Trustee Joel Terpstra offered the invocation, followed by the Pledge of Allegiance. Clerk Kari Rollenhagen was absent. Treasurer Val Schwallier served as recording secretary.

B. Approval of Agenda, Minutes, and Bills

Trustee Terpstra moved to approve the consent agenda, including the agenda, the August 11, 2026 meeting minutes, bills paid in August, and bills to be paid in September. Trustee Kent Bollinger supported the motion. The motion carried.

C. Public Participation

The Board received public comments on matters not related to the proposed Lamont special assessment district. Discussion included questions about Flock safety cameras near Ironwood Drive and Kensington Preserve. The Board noted that Ottawa County and Tallmadge Township jointly support cameras in the area and indicated that staff would verify the placement and ownership of specific units.

D. Unfinished Business

No unfinished business was presented.

E. New Business

a) *Public Hearing—Special Assessment District 2026-01*

The Board considered the proposed repaving of Berkeley Street, Leverett Street, and Mill Street in the Village of Lamont. Trustee Bollinger moved to open the public hearing; the motion was supported and carried.

Supervisor Bennett reviewed the prior hearing of necessity and reported that petitions representing approximately 65% of the affected frontage supported proceeding. The proposed district includes 48 parcels. Based on Road Commission estimates, the total project cost was approximately $199,000, with the Township responsible for 65% and property owners responsible for 35%. The proposed assessment was $1,451 per parcel, payable in full or over five years at 5% interest. The proposed first collection date was December 1, 2027.

Public and Board discussion addressed the treatment of Church Street/44th Avenue as a county primary road; coordination with the Ottawa County Road Commission; milling, grading, drainage, and project specifications; the timing of fall or spring construction; the classification and funding of subdivision roads; and the effect of bid-price increases. The Board noted that the parcel

assessment could not exceed $1,451 without restarting the statutory process. Any material increase in the Township's share would return to the Board for consideration, and the Township could decline to proceed if bids were substantially higher.
Trustee Terpstra moved to close the public hearing; Trustee Bollinger supported the motion. The motion carried.

b) *Resolution No. 4—Special Assessment District 2026-01*

Trustee Terpstra moved to adopt Resolution No. 4 confirming Special Assessment District 2026-01 and an assessment of $1,451 per parcel for 48 parcels. Treasurer Schwallier supported the motion. Following discussion of bid volatility and the Township's potential share, a roll-call vote was taken; Joel Terpstra, yes; Kent Bollinger, yes; Mark Bennett, yes; John Bronkema, yes; Michael Eppink, yes; Val Schwallier, yes. The resolution was adopted unanimously, with Clerk, Karina Rollenhagen, absent. The Township will issue the special assessment notices and mail affected property owners notice of their appeal rights.

c) *TextMyGov Communication Service*

The Board reviewed a proposal for an opt-in text and email notification service to communicate public-hearing notices, election information, tax deadlines, park notices, road closures, burn bans, and other Township information. The proposed three-year agreement is $6,000 annually and includes up to 50,000 text messages per year; the vendor waived the proposed setup fee. Funding is available in the website/internet budget.
The Board discussed privacy, database access, resident opt-in procedures, two-way messaging, staff workload, and a phased rollout focused initially on outbound information. Township databases will not be shared unless separately authorized.
Trustee John Bronkema moved to enter into the three-year agreement with TextMyGov. The motion was supported. A roll-call vote was taken; Joel Terpstra, yes; Kent Bollinger, yes; Mark Bennett, yes; John Bronkema, yes; Michael Eppink, yes; Val Schwallier, yes. The resolution was adopted unanimously, with Clerk, Karina Rollenhagen.

d) *Designated Assessor Agreement*

The Board considered renewal of the countywide agreement designating the Ottawa County assessor as the Township's backup assessor if the Township assessor is unable to perform required duties. The agreement carries no cost unless implemented.
Trustee Terpstra moved to approve the five-year designated assessor agreement. Treasurer Schwallier supported the motion. The motion carried.

e) *Metro Act Permit—Mercury Wireless*

The Board considered a Metro Act right-of-way permit for Mercury Wireless for telecommunications facilities along 48th Avenue and west on Leonard Street toward Polkton Township. Execution of the permit is contingent upon receipt of the required application fee.
Trustee Terpstra moved to approve the permit subject to payment of the application fee. Trustee Bollinger supported the motion. The motion carried.

F. Reports and Updates

a) *Supervisor's Report*

- **M-45/Lake Michigan Drive:** Repaving of the closed eastbound lane was expected to begin by the end of the week or early the following week. Full travel lanes were expected to reopen within several weeks, although shoulder work and permanent drain repairs may continue into spring.
- **Tallmadge Meadows water system:** All homes were restored to service, and the boil-water advisory was lifted. Temporary lines will be buried before cold weather.
- **Audit:** The Township received its audit. No significant issues were identified, and a fuller report will be presented in October.
- **Office staffing:** A college student with municipal experience will provide part-time administrative support using existing budgeted funds.
- **Facilities:** Brett Visser will provide temporary facilities support while the facilities manager is on medical leave.
- **Ottawa County Sheriff:** Sheriff reports are now issued quarterly. Deputy Rietberg, a Township resident, is expected to become the assigned Township deputy around October 1.

b) *Clerk and Treasurer*

The Clerk was absent. Treasurer Schwallier reported no additional business and reminded residents that taxes were due on Monday; the Treasurer's Office would remain open until 5:00 p.m.

c) *Planning Commission*

Trustee Terpstra reported that the Planning Commission considered a request for relief from a siding requirement and advanced a proposed text amendment clarifying that easement rights-of-way are excluded from lot-area calculations.

d) *Fire Board*

The Board received an update from Trustee Eppink on two new fire apparatuses nearing final inspection and anticipated delivery within approximately one month. Discussion included equipment capacity, visibility, and safety features.

G. Adjournment

Treasurer Schwallier moved to adjourn at 7:18 pm. Trustee Bollinger supported the motion. The motion carried.

Respectfully submitted:

Val Schwallier, Treasurer
Recording Secretary

Approved by:

Mark Bennett, Supervisor