

# **OLON TOWNSHIP**

## **STAFF MEETING MINUTES**

**December 4, 2013**

Solon Township Hall  
15185 Algoma Avenue  
Cedar Springs, MI 49319  
616-696-1718

**CALL TO ORDER** by Supervisor Ellick 10:05am.

Present: Ellick, Austin, Gunnell, Zenker, Rideout, Poulsen, Kruithoff,  
Keith Sawade, Shelly Ardema  
Absent: Doane, Drake

### **Staff Reports:**

**Assessor:** absent.

**Zoning Administrator:** nothing

**Building Department:** November was a slow building month. Reported 28 lines, 2 new houses, 2 barns, 1 deck. Building requests for 2013 have been behind 2012s but recovering.

**Fire Department:** absent.

**Trustees:** **Rideout:** nothing. **Gunnell:** questions for fire department emailed requests.

**Clerk:** Made motion to approve up to \$800 for new computer for zoning administrator, seconded by Mr. Gunnell. Motion Carried 5 – 0.

**Treasurer:** County portion of Cedar Springs school tax was billed incorrectly on approximately 2100 tax bills. New bills are being mailed.

**Supervisor:** nothing.

**Solon Market Committee:** Shelly Ardema requested \$150 from Solon Market budgeted funds to create artwork for advertising use. Will add to Board meeting agenda. Also hope to have a sign produced for seasonal display, approximately \$650 for 4' x 6' sign.

**General Discussion:** Keith Sawade questioned handicap accessibility of market facilities.

Motion to adjourn by Mr. Gunnell, supported by Ms. Zenker, carried 5 – 0.

**Next Meeting:** January 8, 2014.