

EUREKA CHARTER TOWNSHIP BOARD MINUTES
MONDAY, NOVEMBER 10, 2025
Approved

Supervisor Kristen Lower, at the Eureka Township Hall, 9322 SW Greenville Road, Greenville, MI, called the Regular Meeting of the Eureka Charter Township Board to order on Monday, November 10, 2025, at 7:00 pm. After the Pledge of Allegiance, Clerk Ruwersma stated that the following Board Members were present: Supervisor Kristen Lower, Treasurer Cindy Hanson, and Clerk Linda Ruwersma; and Trustees Jeremy Austin, Shayne Becher, Paul Ruwersma, and Tim Johnson. These minutes will not be approved until the December 8, 2025 Regular Board Meeting.

Approximately nine others were in attendance including Zoning Administrator Darcia Kelley, Library Board Member Maureen Burns, and Board of Review Member joe Rykse

Nothing was said during the first Public Comment.

Trustee Becher moved, with a second by Trustee Austin to approve the October 13, 2025 Board Minutes as written. Motion carried. There was no Treasurer's report available.

Trustee Austin moved, with a second by Trustee Becher to approve the payment of the bills in the amount of \$163,713.36 covering e-bills 1793-1797 and checks numbering 3425-3451. Ayes: 7, Tim, Kristen, Linda, Cindy, Shayne, Jeremy, and Paul. Nays: 0. Motion carried.

The reports available were from the Sheriff and Zoning, with the Transit showing 162 runs, and the Fire report showing 6 incidents.

The October Sheriff report showed a total of 175 patrol hours, 50 traffic stops, 7 traffic citations, 172 property inspections, and 4 arrests.

Zoning Administrator Kelley reported that October was another busy month, and she thanked the Board for allowing her to attend the Planning & Zoning Retreat in Frankenmuth. There was no Planning Commission Meeting in October.

After a few words from Library Board Member Maureen Burns, Trustee Becher moved, with a second by Trustee Ruwersma to accept the resignation of Maureen Burns from the Flat River Library Board. Motion carried.

Clerk Ruwersma moved, with a second by Treasurer Hanson to appoint Tim Reno to the Planning Commission to complete the term of Holly Schmeltzer effective immediately, ending December 31, 2027. Motion carried.

Trustee Austin moved, with a second by Trustee Becher to appoint Joe Rykse to the Planning Commission for a three-year term beginning January 1, 2026, and ending December 31, 2028. Motion carried.

Trustee Austin moved, with a second by Trustee Ruwersma, to re-appoint Chris Town to the Planning Commission for a three-year term beginning January 1, 2026, and ending December 31, 2028. Motion carried.

Trustee Johnson moved, with a second by Trustee Becher to re-appoint Jeremy Austin to the Zoning Board of Appeals for a three-year term beginning January 1, 2026, and ending December 31, 2028. Motion carried.

Trustee Austin moved, with a second by Trustee Ruwersma to re-appoint Lee Beard to the Zoning Board of Appeals for a three-year term beginning January 1, 2026, and ending December 31, 2028. Motion carried.

Trustee Johnson moved, with a second by Trustee Ruwersma to appoint Alexander Montoye to the Flat River Community Library Board to complete the term of Holly Schmeltzer effective immediately and ending December 31, 2026. Motion carried.

Trustee Austin moved, with a second by Trustee Becher to appoint Mark Warnshuis to the Flat River Community Library Board to complete the term of Maureen Burns effective December 1, 2025, and ending December 31, 2027. Motion carried.

Supervisor Lower received two quotes from Swainston Companies and Garry Tissue Builders to remodel the lobby of the Township Hall, making the two front offices into one larger room, installing bullet proof glass, with talking pass through, and installing a security door at the north end of the hallway.

Trustee Ruwersma moved, with a second by Trustee Becher to accept the proposed quote from Garry Tissue not to exceed \$15,000.00. Ayes: 7, Tim, Kristen, Linda, Cindy, Shayne, Jeremy, and Paul. Nays: 0. Motion carried.

Supervisor Lower gave a Greenville Area Community Foundation update from the Township legal counsel.

Trustee Austin moved, with a second by Trustee Becher to accept the three-year contract for MIV Assessing, LLC from Megan VanHoose for \$40,700.00 for the first year and a 4% increase in years two and three, with dedicated office hours of at least once a month. Ayes: 7, Tim, Kristen, Linda, Cindy, Shayne, Jeremy, and Paul. Nays: 0. Motion carried.

The Annual Eureka Township Christmas Party is scheduled for Friday, December 12, 2025, with dinner at 6:00 pm, at the Eureka Charter Township Hall. All elected and appointed members from the Township and their guests are invited.

Trustee Johnson moved, with a second by Trustee Ruwersma to approve the proposed 2026 insurance plan from EMC Insurance Hartleb Agency for a total account premium estimate of \$11,237.00. Ayes: 7, Tim, Kristen, Linda, Cindy, Shayne, Jeremy, and Paul. Nays: 0. Motion carried.

Supervisor Lower stated that she will be meeting with the Montcalm County Road Commission on December 3, and asked for any suggestions for 2026 road work projects.

Jason Cole was present to give a presentation on the Road Reconstruction Project on M-91. The presentation included car count data, potential safety updates to the layout of the M91/Van Deinse intersection, and traffic flow data comparing the current with the restructuring flow. There is a potential to reconfigure the exit of Fairview Street during the intersection updates as well. The Township would need to pass a resolution and make a decision by October 2026 with the project to begin in 2027.

The 2025 Fee Schedule was handed out for Trustee review. Potential changes will be discussed next month.

Trustee Austin moved, with a second by Trustee Becher to approve parcel/plat alterations to the front plat of Abbey's Farm, allowing MDOT a clear vision area at the Sandy Acres Development. Sandy Acres still needs approval to alter the original plat along the stretch of M-57 to grant a clear-vision area to MDOT. Ayes: 7, Tim, Kristen, Linda, Cindy, Shayne, Jeremy, and Paul. Nays: 0. Motion carried.

Trustee Johnson moved, with a second by Trustee Ruwersma to approve the quote from VC3 for computer replacements for five computers in the Township offices in the amount of \$8,589.00. Many programs have moved away from supporting Windows 10, opening operating gaps in cyber security during tax times. Ayes: 7, Tim, Kristen, Linda, Cindy, Shayne, Jeremy, and Paul. Nays: 0. Motion carried.

The cemetery cleanup has been done and any figurines that were in the cemetery are behind the Township Hall for residents to pick up.

The next Montcalm Townships Association Meeting/Dinner hosted by Pine and Douglass Townships will be held on Tuesday, December 9, 2025, at 6:00 pm. The Montcalm County Road Commission has agreed to pay for the meals of each elected Township official attending the dinner.

The 2026 Budget was distributed by the Clerk, along with the Profit and Loss sheets.

After the Audience and Board Member Comments, Supervisor Lower adjourned the meeting at approximately 8:23 pm.

Linda J. Ruwersma, CMC
Eureka Charter Township Clerk