

Minutes of the Robinson Township Board of Trustees

Held at Robinson Township

December 10, 2025 at 7:00 p.m.

12010 – 120th Avenue, Grand Haven, MI 49417

Present: Adam MacMillan, Jamie Tubergen, Victoria Sund, Steve Ambrose, Ben Ipema

Also present: Attorney Bultje and eleven members of the public

- 1) Supervisor MacMillan called the meeting to order at 7:00 pm
- 2) The Pledge of Allegiance was recited followed by the Invocation given by Supervisor MacMillan
- 3) Tubergen asked for a motion to approve the agenda with the additions of 6h Sparta Chevrolet Fire Department Truck and 6i 3rd Coast Upfitting Light Package for the Truck, which was supported by Ambrose. Roll Call vote was held with all members present voting yes. Motion passes.
- 4) Tubergen made a motion supported by Ipema to approve November 12, 2025 minutes. Roll call vote was held with all members present voting yes. Motion passes.
- 5) Public Comment:
 - a. Dennis Berens spoke to Marshall Special Use Permit Renewal
- 6) New Business (Board members will consider motions to approve the following)
 - a. Motion was made by MacMillan to approve January Board Meeting change from Wednesday, January 14 to Tuesday, January 20, 2026 at 7:00 pm, which was supported by Sund. All in Favor? Ayes have it. Motion passes.
 - b. Motion was made by Tubergen to approve Denny's Excavating Estimate E569 for \$2,500 for Removal of Tennis Court Asphalt, supported by Sund. Roll call vote was held with all members present voting yes. Motion passes.
 - c. Motion was made by Tubergen, supported by Sund to add Deputy Clerk Mary Angel as an Authorized Signer of Township Bank Accounts. All in Favor? Ayes have it. Motion passes.
 - d. Tubergen made a motion to approve KHC Technologies Cove Data Protection Invoice 878 for \$800, supported by MacMillan. Roll Call vote was held with all members present voting yes. Motion passes.
 - e. Supervisor MacMillan has Appointed Phil Crum and Shawn Martinie to the Planning Commission for an additional 3-year term ending January 2029. Sund made a motion to approve Supervisor MacMillan's Appointments of Phil Crum and Shawn Martinie to the Planning Commission, which was supported by Ipema. All in Favor? Ayes have it. Motion passes.

Supervisor MacMillan has Appointed Steve Kraai to the Park Board for a four-year term ending January 2030. Tubergen made a motion to approve Supervisor MacMillan's Appointment of Steve Kraai to the Park Board, supported by Ambrose. All in Favor? Ayes have it. Motion passes.
 - f. MacMillan made a motion, supported by Sund to approve the Special Use Permit for a total of two RV's on Lots 004 and 005, one each and any additional usage to be considered by the Planning Commission to then make a recommendation to the Board. Roll Call vote: Ipema-No; Tubergen-Yes, MacMillan-Yes; Ambrose-yes; Sund-yes. Motion passes. Mr. Marshall agreed to change the website to advertise only two sites until this can be resolved.
 - g. MacMillan made a motion to authorize a Township Official to execute a Memorandum of Understanding finalized by the legal firm of Mika Meyers PLC with LIFE EMS, Inc. based on the RFP and the proposal, as reviewed, supported by Sund. Roll Call vote was held with all members present voting yes. Motion passes.

- h. MacMillan made a motion to approve Fire Chief Tubergen to send an email to Sparta Chevrolet to purchase a 2026 Chevrolet Silverado for \$57,415.20, supported by Treasurer Tubergen. All in Favor? Ayes have it. Motion passes.
- i. Tubergen made a motion to approve the 3rd Coast Upfitting Quote for \$8,443.04 for Lights on new Fire Truck, supported by Ambrose. Roll Call vote was held with all members present voting yes. Motion passes.

7) All Other Business

- a. MacMillan made a motion, supported by Tubergen, to pay the bills. Roll call vote was held with all members present voting yes. Motion passes.

8) Reports

- a. Treasurer – Tubergen noted Winter Taxes went out
- b. Clerk – Introduced Mary Angel as the new Deputy Clerk
- c. Planning Commission – No meeting
- d. Northwest Ottawa Recreation Authority (NORA) – Will be removed from Agenda
- e. Zoning Administrator – Four Permits
- f. Park Board – No meeting. Happy to have Steve Kraai on board.
- g. Library Board – Meeting in January
- h. Fire Department – 27 calls in November, total of 338 year-to-date.
- i. Ambulance Oversight – Discussed under Life EMS Contract Negotiations

9) Second Public Comment: Chris Markatos shared his thoughts on the Marshall Special Use Permit Renewal

10) Tubergen made a motion, supported by Ipema to adjourn the meeting at 8:09 pm. All in Favor? Ayes have it. Motion passes.

Respectfully submitted,

Victoria Sund
Robinson Township Clerk