

Minutes of the ROBINSON TOWNSHIP Board of Trustees

Held at Robinson Township on Wednesday, February 11, 2026
12010 – 120th Avenue, Grand Haven, MI 49417



Present: Supervisor Adam MacMillan, Treasurer Jamie Tubergen, Clerk Victoria Sund,
Trustee Steve Ambrose

Absent: Trustee Ben Ipema

Also Present: Attorney Ron Bultje and 8 members of the public

- 1) MacMillan called the meeting to order at 7:00 pm.
- 2) The Pledge of allegiance was recited followed by the Invocation given by MacMillan.
- 3) Motion made to approve the Agenda with the additions of 6n Borculo Roofing Invoice, 6o Merle Boes Invoice SI124055 and SI-124056 and 6p Dump Day Date: May 30, 2026 by Sund, supported by Tubergen. Following a voice vote, the motion passes.
- 4) Motion made to review and approve the January 20, 2026 Minutes of the Robinson Township Board of Trustees. Following a voice vote, the motion passes.
- 5) Public Comment – None
- 6) New Business

Motion made by Tubergen, supported by Ambrose, to approve Denny's Excavating cement quote (FY26/27) in the amount of \$53,125.00 to include 5" of concrete with wire mesh for the tennis courts. Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by MacMillan, supported by Sund, to approve Robinson Township Board Meeting Schedule April 2026-March 2027. Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Sund, supported by Tubergen, to approve Budget Meeting Dates: Workshop March 12, 2026, Budget Hearing March 26, 2026. Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Sund, supported by MacMillan, to approve Greenmark Equipment Quote for \$582.31 for tractor repairs. Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Tubergen, supported by Sund, to approve Agreement for Election Publishing Services with Ottawa County, Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Tubergen, supported by MacMillan, to approve the Agreement for Early Voting Printing And Mailing Services with Ottawa County. Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Sund, supported by Tubergen, to approve General Fund Budget Amendment Resolution 2026-02-01 to increase Recreational Program Department expense by \$500.00 and reduce the Cemetery Department Expense Account by 500.00 Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Tubergen, supported by Sund, to approve Supervisor's Compensation Resolution 2026-02-02 to affirm the annual salary of \$28,000 and to pay the Supervisor an additional \$100 for meetings attended beyond the Supervisor's statutory duties for the financial year beginning April 1, 2026, Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Ambrose, supported by Tubergen, to approve Clerk's Compensation Resolution 2026-02-03 to affirm the annual salary of \$29,000 and to pay the Clerk an additional \$100 for meetings attended beyond the Clerk's statutory duties for the financial year beginning April 1, 2026, Roll Call Vote was held Tubergen-yes, Ambrose-yes, Sund-yes, MacMillan-no. Motion passes.

Motion made by MacMillan, supported by Ambrose, to approve Treasurer's Compensation Resolution 2026-02-04 to affirm the annual salary of \$29,000 and to pay the Treasurer an additional \$100 for meetings attended beyond the Treasurer's statutory duties for the financial year beginning April 1, 2026, Roll Call Vote was held with all members present voting yes. Motion passes.

Motion by Sund, supported by Tubergen, to approve Trustee's Compensation Resolution 2026-02-05 to affirm \$140 per Township Board meeting and additional \$140 for meetings attended beyond the Trustee's statutory duties for the financial year beginning April 1, 2026, Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Tubergen, supported by MacMillan, to approve Freedom of Information Act Coordinator Resolution 2026-02-06 to designate Shelley Witte to serve as the Township FOIA Coordinator for the 2026-2027 Fiscal Year, and she shall be paid compensation of \$3,000 in compliance with MCL - Section 15.234(1)(A). Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by MacMillan, supported by Tubergen, to table Hourly Rate for Deputy Clerk, Deputy Treasurer and Secretary and Wage Schedule for Fire Department. Following a voice vote, the motion passes.

Motion made by Tubergen, supported by Ambrose, to approve four Pipestone Plumbing Quotes for the Fire Department for a total amount of \$6,255.00 Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Sund, supported by Ambrose, to approve Borculo Roofing Invoice #102 for \$400.00 to remove the snow and ice from the roof of the Township Hall Roll Call Vote was held: Tubergen-yes, Ambrose-yes, Sund-yes, MacMillan-abstained. Motion passes.

Motion made by Tubergen, supported by MacMillan, to approve Merle Bowes SI-124056 for \$1,089.13 and Invoice SI-124055 for \$902.26. Roll Call Vote was held with all members present voting yes. Motion passes.

Motion made by Sund, supported by Tubergen, to approve the date of Dump Day as May 30, 2026 Roll Call Vote was held with all members present voting yes. Motion passes.

7) All Other Business

Motion made by MacMillan, supported by Sund, to approve all bills Following a voice vote, the motion passes.

8) Reports

Treasurer – Tax payments are ongoing.

Clerk – Working on Elections, dates, and ordering supplies

Planning Commission – Held two hearings: Rob Boersen & Doug Marshall Special Land Use and Site Plan Review Applications. Mr. Marshall's was denied for a third site for tent use.

Zoning Administrator – Received two permits. Greg Ransford from Fresh Coast will be with us as Andrea Goodell is no longer serving Robinson Township.

Park Board – Ellen Peters thanked the Board for approving the cement work for the new courts.

Library Board – Ellen Peters, Director of Loutit Library, gave a presentation on their efforts to include more of Robinson Township residents and their future plans for the library. At the Park or in the Board room on Monday mornings, the library has a story time for young children with this past Monday having 20 participants.

Fire Department – Reviewed January 2026 report.

Ambulance Oversight – Life EMS has started operations out of the Spring Lake office. Life EMS will be fully operational as of March 1, 2026.

9) Second Public Comment:

Doug Marshall acknowledged Board's approval of the Special Land Use Permit for two sites. Out of 300 responses, there have only been 5 complaints. Most people who have seen the property have given compliments.

Penni DeWitt thanked the Ambulance Oversight Committee for their efforts.

10) Motion made by MacMillan, supported by Tubergen, to adjourn the meeting at 7:57 p.m. Following a voice vote, the motion passes.

Respectfully submitted,

Victoria Sund
Robinson Township Clerk