

**MINUTES  
ALPINE TOWNSHIP BOARD  
REGULAR MEETING  
JUNE 16, 2025**

**2025-69 Call to Order and Approval of Agenda**

The Alpine Township Board of Trustees held a regular meeting on June 16, 2025, at the Alpine Township Board Room located at 5255 Alpine Avenue, Comstock Park, Michigan, 49321 with due notice. Supervisor Madura called the meeting to order at 7:00 PM and the Pledge of Allegiance was recited. Present were Supervisor Greg Madura, Clerk Christy Mitchell, Treasurer Beth Alt, Trustees William Schweitzer, Rob Scheidel, Ron Cordes and Jean Wahlfield, and Recording Secretary Michelle Jespersen. A quorum was present.

**A motion to approve the agenda was offered by Mitchell with support from Schweitzer. The motion passed 7-0.**

**2025-70 Consent Agenda**

**A motion to approve the consent agenda with the addition of one invoice from Comstock Park Body Shop was offered by Cordes with support from Wahlfield. The motion passed 7-0.**

**2025-71 Public Hearing for FY 2025-2026 Budget**

Madura noted that the property tax millage rate needs to be approved along with the budget.

**Motion to open the public hearing was made by Schweitzer with support from Cordes. The motion passed 7-0.**

**Public Comment & Questions**

None.

**Motion to close the public hearing was made by Alt with support from Schweitzer. The motion passed 7-0.**

**Board discussion of the property tax millage rate of 4.8007 to support the proposed budget.**

Madura opened the discussion by stating that Kent County has approved the millage amount. There was no further discussion.

**A Motion to approve the property tax millage rate of 4.8007, which reflects the Headlee rollback, to support the proposed budget for Fiscal Year 2025-2026 was made by Cordes with support from Alt. The motion passed 7-0.**

**Consideration of Resolution #25-05 General Appropriations Act FY 2025-2026**

Madura introduced the resolution. Wahlfield asked a few questions. There was no further discussion.

**A Motion to approve Resolution #25-05 General Appropriations Act Fiscal Year 2025-2026 was made by Mitchell with support from Scheidel. Motion passed 7-0 in a Roll Call vote as follows:**

**AYE: Wahlfield, Schweitzer, Alt, Madura, Mitchell, Cordes, Scheidel**

**NAY:**

**2025-72      Public Comment**

None.

**2025-73      Commission Reports**

**Planning Commission: Cordes** – Meeting is later this week.

**Zoning Board of Appeals: Schweitzer** – Did not meet.

**Historical Commission: Scheidel** – Did not attend meeting.

**Sewer & Water: Madura** – Things are going smoothly.

**Parks & Rec: Scheidel** – Discussion of repairing/removing broken merry-go-round.

**Library: Knapp** – Reports for May & June were included in the packet.

**2025-74      Consideration of Opticom Light Quotes for Alpine Ave & Alpine Church St Intersection**

Madura let the Board know that there is a grant available through Grand Valley Metro Council that, if approved, would allow us to add Opticom functionality to the rest of the lights in the Township for around \$38,000. The motion reflects approval to buy the controls for two traffic lights unless the grant is approved at which point we will buy the controls for the rest of the traffic lights.

**A Motion to approve purchasing two Opticom GPS Assemblies based on sales quote number 69394 from Carrier & Gable dated 5/27/2025 or to approve accepting the GVMC grant that will allow for Opticom to be installed in control boxes for all traffic lights in Alpine Township was made by Mitchell with support from Scheidel. Motion passed 7-0.**

**2025-75      Fire Department Update & Consideration of Proposal for First Due Software**

Deputy Chief Kelly is working on performance evaluations for all employees. Later this week he will be going over the wages that are approved at the meeting tonight as well as goals and objectives for the next year with each employee.

A PRO Pak foam system was ordered for Engine 1.

Lieutenant Stalsonburg spoke about the First Due software proposal. First Due will replace a number of other software packages that don't function well and aren't working toward compliance with upcoming changes in State of Michigan reporting regulations. He noted that surrounding communities use First Due and if we also have it, we will be able to access their information regarding structures. Board members had some questions for Stalsonburg regarding pricing and functionality.

**A Motion to approve contracting with First Due RMS software to replace the functionality of the ESO, Vector Solutions, Vector Check-It, First Arriving, and Active 911 software packages, thereby bringing us in line with State of Michigan data reporting requirements and maximizing efficiency was made by Scheidel with support from Mitchell. Motion passed 7-0.**

**2025-76      Consideration of FY 2024-2025 Budget Amendments**

Madura explained the reasons for the amendments. There was some discussion of drain cleanouts that were paid for but haven't been completed by the Kent County Drain Commission.

**A motion to approve moving \$55,000 from CIP Fund 433 Sidewalks, Roads, & Stormwater Management to 101-444-966.000 Sidewalks & Infrastructure and \$3,000 from 101-567-974.000 Capital Land Improvement to 101-445-974.001 Watersheds & Drains was made by Mitchell with support from Alt. The motion passed 7-0.**

**2025-77      Consideration of Resolution #25-06 to Set the Salaries & Wages for all Non-Elected Employees**

Madura introduced the resolution and asked for comments. Seeing none, he asked for a motion.

**A Motion to approve Resolution #25-06 to Set the Salaries & Wages for all Non-Elected Employees was made by Cordes with support from Scheidel. Motion passed 7-0 in a Roll Call vote as follows:**

**AYE: Scheidel, Cordes, Mitchell, Madura, Alt, Schweitzer, Wahlfield**

**NAY:**

**2025-78      Consideration of Resolution #25-07 to Set the Salary for Alpine Township Supervisor**

Madura introduced the resolution. There was no discussion.

**A Motion to approve Resolution #25-07 to Set the Salary for Alpine Township Supervisor was made by Cordes with support from Schweitzer. Motion passed 7-0 in a Roll Call vote as follows:**

**AYE: Scheidel, Cordes, Mitchell, Madura, Alt, Schweitzer, Wahlfield**

**NAY:**

**2025-79      Consideration of Resolution #25-08 to Set the Salary for Alpine Township Treasurer**

Madura introduced the resolution. There was no discussion.

**A Motion to approve Resolution #25-08 to Set the Salary for Alpine Township Treasurer was made by Cordes with support from Mitchell. Motion passed 7-0 in a Roll Call vote as follows:**

**AYE: Wahlfield, Schweitzer, Alt, Madura, Mitchell, Cordes, Scheidel**

**NAY:**

**2025-80      Consideration of Resolution #25-09 to Set the Salary for Alpine Township Clerk**

Madura introduced the resolution. There was no discussion.

**A Motion to approve Resolution #25-09 to Set the Salary for Alpine Township Clerk was made by Alt with support from Scheidel. Motion passed 6-1 in a Roll Call vote as follows:**

**AYE: Scheidel, Cordes, Mitchell, Madura, Alt, Schweitzer**

**NAY: Wahlfield**

**2025-81      Consideration of Resolution #25-10 to Set the Salary for Alpine Township Trustees**

Madura introduced the resolution. There was no discussion.

**A Motion to approve Resolution #25-10 to Set the Salary for Alpine Township Trustees was made by Mitchell with support from Alt. Motion passed 7-0 in a Roll Call vote as follows:**

**AYE: Scheidel, Cordes, Mitchell, Madura, Alt, Schweitzer, Wahlfield**

**NAY:**

**2025-82 Consideration of Resolution #25-11 to Consider Issuing a Proclamation Declaring September 19, 2025 as Prisoner of War/Missing in Action Day**

Madura explained that we do this each year and that he often attends the ceremony.

**A Motion to approve Resolution #25-11 to Consider Issuing a Proclamation Declaring September 19, 2025, as Prisoner of War/Missing in Action Day was made by Schweitzer with support from Cordes. Motion passed 7-0 in a Roll Call vote as follows:**

**AYE: Scheidel, Cordes, Mitchell, Madura, Alt, Schweitzer, Wahlfield**

**NAY:**

**2025-83 Consideration of Resolution #25-12 to Adopt the Alpine Township Capital Improvement Plan, 2025-2031**

Madura opened the topic and noted the repair of the sign out front of the Township Hall has been added. Cordes said the two fire hydrants ~~in front of his house~~ AT 5535 ALPINE AVE NW have been out of service for over a year. Madura will follow up with Plainfield Township to see about getting them fixed and also to confirm maintenance protocol.

**A Motion to approve Resolution #25-12 to Adopt the Alpine Township Capital Improvement Plan, 2025-2031 was made by Cordes with support from Mitchell. Motion passed 7-0 in a Roll Call vote as follows:**

**AYE: Wahlfield, Schweitzer, Alt, Madura, Mitchell, Cordes, Scheidel**

**NAY:**

**2025-84 Public Comment**

Andy Stachowiak, 6870 Vinton Ave: Expressed concern regarding left over holes and piles of dirt remaining from when the new sidewalks were installed around Township Hall last summer.

**2025-85 Supervisor's Report and Board Comments**

Mitchell let the Board know the columbarium will be placed on the cement pad on Wednesday, June 18 at 8 AM

Alt mentioned she's working on getting tax bills ready to mail.

**2025-86 Adjournment**

**Schweitzer made a motion to adjourn the meeting with support from Alt. The motion passed 7-0. Meeting adjourned at 8:05 PM.**

Respectfully submitted,

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Christy Mitchell, Clerk

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Greg Madura, Supervisor

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Michelle Jespersen, Recording Secretary