

## **ORANGEVILLE TOWNSHIP BOARD MEETING MINUTES**

**September 2, 2025**

**Meeting called to order 7 pm. All board members present, Fire Chief Elkins, Commissioner Bassett and 7 guests.**

**Pledge of Allegiance**

**Motion Clerk Risner to approve agenda as presented. Seconded Trustee Risner, all ayes, motion carried.**

**Motion Treasurer Ritchie to approve corrected August 12th board minutes to state Joel Kapteyn as interim fire chief. Seconded Trustee Risner, all ayes, motion carried.**

**Treasurer's report:**

**Receipts \$67,995.88 Disbursements \$40,360.18 Balance \$397,971.83**

**Motion Treasurer Ritchie to pay \$11,450.50 and any other bills forthcoming in the month of September. Seconded Clerk Risner, vote; ayes- Clerk Risner, Treasurer Ritchie, Trustee Risner, Supervisor Conner, nay-Trustee Ribble, motion carried 4-1.**

**Correspondence: Report on file**

**Supervisor:**

**Board consensus that it would be OK for Barry County Road Commission to trim that portion of Guernsey Lake Road between Enzian and Norris roads in October (this fall) with the same stipulations as we made for Enzian Road. Trim back 10 feet after the Oak Wilk cutting restrictions.**

**Reported estimated expenditures for cyber incident with township responsible for \$2500 deductible. Remark on file**

**Martin Library: N/A**

**Planning & Zoning Monthly Inspection: Report on file**

**Fire Dept Report: Amended report to show 8 fires and 10 good intent calls. Report on file**

**Commissioner Bassett Reported**

**Public Comment: Supervisor Conner read public comment instructions.**

**Marsha Bassett, Linda Ribble**

## **Old Business:**

**Motion Clerk Risner to approve fire chief job description as presented. Seconded Trustee Ribble, all ayes, motion carried.**

**Motion Clerk Risner to table township two factor authentication resolution until Oct. 7<sup>th</sup> meeting. Seconded Trustee Risner, all ayes, motion carried.**

**Clerk Risner to submit draft resolution with change discussed so attorney can review. Board members list services they use and whether they have two factor authentication.**

**Motion Trustee Ribble to table live stream all public meetings, Trustee Ribble to obtain price quotes for Oct. 7<sup>th</sup> meeting. Seconded Clerk Risner, all ayes, motion carried.**

## **New Business:**

**Motion Clerk Risner to contact park committee and ask that they postpone request to purchase of picnic tables and trash cans until 2026-2027 budget. Seconded Trustee Risner, all ayes, motion carried.**

**Clerk Risner to ask park committee to explore options and costs for picnic tables other than wood.**

**Motion Clerk Risner to move November board meeting to November 11 due to election on November 4<sup>th</sup>. Seconded Treasurer Ritchie, all ayes, motion carried.**

**Motion Clerk Risner to appoint Joel Kapten as Assistant Fire Chief, effective August 12, 2025. Seconded Treasurer Ritchie, all ayes, motion carried.**

**Motion Trustee Ribble to appoint Scott Hoekstra to the rank of lieutenant, effective September 2, 2025. Seconded Treasurer Ritchie, all ayes, motion carried.**

**Motion Clerk Risner to approve medical first responder wages paid by the township in the amount of \$3.15/hr in addition to the WAEMS pay of \$16.85/hr. To compensate their hourly rate to be equal for township fire dept hourly rate of \$20.00/hr. Retroactive to April 1, 2025. In the event WAEMS increases their hourly pay, Chief Elkins will notify clerk to adjust township portion accordingly. Seconded Trustee Risner, ayes- Clerk Risner, Treasurer Ritchie, Trustee Risner, Supervisor Conner. Nays-none. Abstain Trustee Ribble, motion carried.**

**Motion Clerk Risner to approve hourly wage of former Fire Chief Ribble of \$25/hr for hours spent in training/transitioning of newly appointed Fire Chief Elkins from date of resignation thru September 30, 2025 at which time transition will be deemed complete**

unless further training is deemed necessary by Fire Chief Elkins. Fire Chief Elkins to submit hours for payroll. Seconded Treasurer Ritchie, all ayes, motion carried.

Motion Clerk Risner to approve purchase of Windows 11 computer(s) and 1 new monitor not to exceed the amount of \$1980 from the fire dept operating supplies and township operating supplies budget line items. Seconded Trustee Risner, all ayes, motion carried.

Note; possibly move Supervisor current computer to Fire Dept for officer's office.

Motion Clerk Risner to store Pondurance cyber evidence on a flash drive as well as in a folder on the server desktop for security reasons. Seconded Treasurer Ritchie, all ayes, motion carried.

Motion Clerk Risner to advise BHS to leave Accident Fund exposure limits for current term. Seconded Trustee Risner, all ayes, motion carried.

Board Comments: Clerk Risner, Trustee Ribble

Motion Trustee Risner to adjourn. Seconded Treasurer Ritchie, all ayes, meeting adjourned 9:01 pm.

*Mel Risner*

Mel Risner/Clerk

Approved minutes