VILLAGE OF
Caledonia
EXPLORE. CONNECT. ENJOY.

Village Council Special Meeting
December 1, 2026 7:00 p.m.
250 S Maple St SE, Caledonia, MI 49316

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Brief public comment** ***on agenda items*** **(2 minutes)**
5. **Communications**
6. **Inquiry of Conflict of Interest**
7. **Approval of consent and regular agenda***
8. **Consent Agenda.** (*One Motion Accepts All*)
    a. Approval of Regular Meeting Minutes – November 9, 2026 Council Meeting
    b. Treasurer Report
    c. Payment of Bills
9. **Reports from Council, Staff and Consultants**
    a. Engineers & Consultants
    b. Liaisons – *School Board, Township*
    c. Committees – *Tree, Sidewalk, Finance, Events, Planning*
    d. DPW Foreman Report
    e. Manager Report
10. **Discussion Item(s)**
11. **Unfinished Business**
12. **New Business**
    a. Swearing in of new Council Trustees & Village President
    b. Meeting dates and Holiday schedule for 2027
    c. **Resolution R16-26,** MDOT Resolution for Kinsey Street Improvements, Brian Bennett to sign the contract
13. **Extended Public Comment (3 minutes)**
14. **Manager Comments**
15. **Village Council Comments and Announcements**
16. **Adjournment**

*Any council member shall have the right to add items to the regular agenda.

Lisa Sonday, Clerk, Village of Caledonia

VILLAGE OF
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Village Council Meeting
November 9, 2026 7:00 p.m.
250 S Maple St SE, Caledonia, MI 49316

MINUTES

1. **Call to Order** – 7 p.m.
2. **Pledge of Allegiance and moment of silence for the loss of Phil Shook, long time Caledonia resident and Vietnam Veteran**
3. **Roll Call**: Erskine, Schuler, Miller, Lindsey, Soest, Daley, Niles
4. **Brief public comment *on agenda items* (2 minutes)** – None
5. **Communications** – None
6. **Inquiry of Conflict of Interest** – None
7. **Approval of consent and regular agenda***
8. **Consent Agenda.** (*One Motion Accepts All*)
    a. Approval of Regular Meeting Minutes – October 12, 2026 Council Meeting
    b. Treasurer Report
    c. Payment of Bills
    - **Motion to approve amended consent agenda by Schuler, 2nd by Niles**
    - **Vote: All Ayes**
9. **Reports from Council, Staff and Consultants**
    a. Engineers & Consultants
        - Capital improvement plan funding opportunity - Traffic study for Johnson & Duncan Lake, Johson St is up for a rebuild soon, Hanover – nothing new to report, M-37 project has flipped traffic to the north bound side
    b. Liaisons – *School Board, Township*
        - School Board – cell phone ban at the High School, Academic Honors & class rankings discussion, 2 new school board members were elected
        - Township – canceled last meeting, had a Special Meeting on Friday 11/9/2026, intergovernmental agreement was signed
    c. Committees – *Tree, Sidewalk, Finance, Events, Planning*
        - Events – Christmas in Caledonia 12/5/2026, looking for volunteers
    d. Auditor Report
        - Village balance sheet is good, investments in MIClass creating great interest, Revenues vs expenses – one major capital outlay purchase, most money was budgeted appropriately, GASB 103 & 104 rules changed, audit went well, report will be finalized in December
        - Accounting software – checks and balances, BS&A is what most municipalities use in Michigan
    e. DPW Foreman Report
        - Leaf pickup, please put leaves on the curb and not in bags, after Veteran's Day we will take down American flags, the Christmas decorations have been placed on the poles
    f. Manager Report
        - Old plow truck & chipper were sold at auction, roof projects/gutters discussion, road quotes
10. **Discussion Item(s)**
    a. December Special Council Meeting
        - Will meet on 12/1/2026 at 7 p.m. to swear in new council members

b. Election
   - Must fill vacant seats by appointments, Village residents will need to apply, Council will hold a meeting and interview applicant(s) during the meeting, Village needs to fill 3 vacancies, Village may be possibly become a 5-person council (1 President, 4 Trustees) if voted on
   - Applications will be accepted to fill the positions and available online

11. Unfinished Business

a. Intergovernmental agreement for permits with Charter Township of Caledonia

- **Motion to approve Resolution R15-26 to enter into the intergovernmental agreement with the Township by Miller, 2nd by Niles**
- **Vote: All Ayes**

12. New Business

a. Purchase Request: Road repairs by KCRC for Glen Valley, not to exceed $12,000

- **Motion to approve road repairs be completed by KCRC by Schuler, 2nd by Niles**
- **Vote: All Ayes**

b. Purchase Request: Storm Sewer Televising, Brian Bennett able to sign Professional Services Agreement

- **Motion to approve storm sewer televising and approve Brian Bennett to sign agreement by Schuler, 2nd by Miller**
- **Motion to approve a budget amendment for $25,000 funds to be moved from P&R 101-751-9700 to Storm Water 101-535-8010 for the current fiscal year by Miller, 2nd by Schuler**
- **Vote: All Ayes**

c. Purchase Request: Ducan Lake & Johnson Street intersection traffic review

- **Motion to approve intersection evaluation by Schuler, 2nd by Soest**
- **Vote: All Ayes**

13. Extended Public Comment (3 minutes)

a. Sharon Hast – The traffic issue goes all the way up Kraft to 84th St, will there still be a Regular meeting on Dec 14, Answer – No, it will replaced by 12/1 meeting

14. Manager Comments

a. Thank you to all the Veteran's, Wednesday is Veteran's Day

15. Village Council Comments and Announcements

a. Niles – condolences to Rosaline Shook on Phil's passing, Chuck & Judy Swift have been moved to a home send prayers for them
b. Daley – thank you for coming, thank you for your service, Jen & Dan
c. Soest – condolences to the Shook family, thank you Dan & Jennifer and all the Veterans I know and don't know for their service, thank you all for coming
d. Miller – thank you for coming, thank you to the citizens of Village who voted for me
e. Schuler – thank Veterans especially Dan and Jennifer, thank you Jeff for being on the council, thank you Jennifer for your efforts on the council and the great job you did to make Caledonia wonderful and congratulations to Cheryl
f. Erskine – Veteran's Day festivities at the American Legion on 11/11 at 7 p.m.
g. Niles – thank you to the board and all their years of service
h. Lindsey – thank you all for being here, thank you for your years of service, I appreciate all your years of service to the village, I hope I left the Village a little better than when I found it. I am not from here originally but consider it home.

16. Adjournment – 8:18 p.m.

- **Motion to adjourn by Miller, 2nds by Schuler**
- **Vote: All Ayes**

*Any council member shall have the right to add items to the regular agenda.

Lisa Sonday, Clerk, Village of Caledonia

VILLAGE OF CALEDONIA

Payments

Current Period: December 26-27

Payments Batch AP DEC 2026 $51,688.54

Refer	3586 *AMAZON CAPITAL SERVICES*					
Cash Payment	E 101-751-7270	GEN SUPPLIES	mini slime			$26.34
Invoice 17QJT7JV9GP9						
Cash Payment	E 101-228-7270	GEN SUPPLIES	Computer Supplies			$23.79
Invoice 17QJT7JV9GP9						
Cash Payment	E 101-441-7270	GEN SUPPLIES	Cellular Solar Camera			$189.99
Invoice 1CQPP3Q76VFV						
Cash Payment	E 101-272-7270	GEN SUPPLIES	mini waters, coffee			$18.54
Invoice 1CQMQ1LF3FWM						
Cash Payment	E 101-272-7270	GEN SUPPLIES	Toilet paper			$36.69
Invoice 1KFHKJ933L1V						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$295.35
Refer	3599 *CONSUMERS ENERGY*					
Cash Payment	E 101-265-9200	GEN ELECTRIC & GAS	#7796-250 Maple			$363.90
Invoice						
Cash Payment	E 101-265-9210	DPW ELECTRIC & GAS	#4108-DPW Garage			$350.36
Invoice						
Cash Payment	E 101-265-9210	DPW ELECTRIC & GAS	#9933-CherryValley Garage (WTP)			$29.75
Invoice						
Cash Payment	E 101-448-9220	STREET LIGHTS	#9206-Downtown St Lights			$136.68
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$880.69
Refer	3600 *CORPORATE TECHNOLOGIES INC*					
Cash Payment	E 101-228-8010	PROFESSIONAL SERVI	IT Services			$710.00
Invoice 259435						
Cash Payment	E 101-228-8060	SOFTWARE RENEWAL	Monthly B/U, Protect 365			$221.00
Invoice 260539						
Cash Payment	E 101-228-8060	SOFTWARE RENEWAL	Annual MS365 G3 GCC subscription, 11/2/2026			$2,549.00
Invoice 261058						
Cash Payment	E 101-228-9700	CAPITAL OUTLAY $5000	Clerk - new computer			$2,307.03
Invoice 261787						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$5,787.03
Refer	3602 *DELTA DENTAL & VISION*					
Cash Payment	E 101-172-7182	DENTAL/VISION INS	Bennett - Dental			$62.08
Invoice						
Cash Payment	E 101-172-7182	DENTAL/VISION INS	Bennett - Vision			$12.84
Invoice						
Cash Payment	E 101-441-7182	DENTAL/VISION INS	Kantner - Dental			$62.08
Invoice						
Cash Payment	E 101-441-7182	DENTAL/VISION INS	Kantner - Vision			$12.84
Invoice						
Cash Payment	E 101-441-7182	DENTAL/VISION INS	Emmons - Dental			$111.61
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$261.45
Refer	3604 *DORNBOS SIGN & SAFETY INC.*					
Cash Payment	E 202-451-7275	STREET SIGNS	Kinsey & Lake			$205.85
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$205.85

VILLAGE OF CALEDONIA

Payments

Current Period: December 26-27

Refer	3609	*HARDER & WARNER LANDSCAPE*				
Cash Payment	E 101-443-8010	PROFESSIONAL SERVI	Yearly Tree Install - 5			$2,750.00
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$2,750.00
Refer	3610	*HEALTH EQUITY*				
Cash Payment	E 101-441-7181	HSA PAYMENT	Kantner - Monthly HSA Funding			$729.17
Invoice						
Cash Payment	E 101-441-7181	HSA PAYMENT	Emmons - Monthly HSA Funding			$729.17
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$1,458.34
Refer	3611	*HOMETOWN DECORATION & DISP*				
Cash Payment	E 101-448-8010	PROFESSIONAL SERVI	Christmas Utility Pole Decorations			$1,598.00
Invoice 2150		11/7/2026				
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$1,598.00
Refer	3613	*INDEPENDENT BANK*				
Cash Payment	E 101-905-9714	HPB,MainStBond-Int 13-2	Main St Bond-Interest 109677			$337.79
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$337.79
Refer	3614	*KENT COUNTY ROAD COMMISSIO*				
Cash Payment	E 202-451-9340	ROAD REPAIRS	South Lake St, KCRC			$23,305.65
Invoice 001785						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$23,305.65
Refer	3617	*MIKA MEYERS PLC*				
Cash Payment	E 101-266-8010	PROFESSIONAL SERVI	General Legal - through October 2026			$1,777.00
Invoice 729763						
Cash Payment	E 101-701-8010	PROFESSIONAL SERVI	Planning Legal			$0.00
Invoice						
Cash Payment	G 101-2755	*Escrow-HANOVER II-Kinsey	Hanover II			$0.00
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$1,777.00
Refer	3619	*MOP TILL YOU DROP CLEANING L*				
Cash Payment	E 101-265-8010	PROFESSIONAL SERVI	250 S Maple - Offices Biweekly, Common Area Weekly			$465.00
Invoice						
Cash Payment	E 101-265-8020	DPW BLDG PROF SRV	230 S Maple - Biweekly			$150.00
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$615.00
Refer	3624	*ONE AMERICA - AMERICAN UNITE*				
Cash Payment	E 101-172-7170	LIFE INSURANCE	B. Bennett - Life Ins			$218.01
Invoice						
Cash Payment	E 101-441-7170	LIFE INSURANCE	J. Kantner - Life Ins			$36.02
Invoice						
Cash Payment	E 101-441-7170	LIFE INSURANCE	M. Emmons - Life Ins (July - Dec)			$216.83
Invoice						
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$470.86
Refer	3629	*PRIORITY HEALTH*				
Cash Payment	E 101-441-7180	HEALTH INSURANCE	Health Ins 80% - Kantner			$767.38
Invoice						

VILLAGE OF CALEDONIA

Payments

Current Period: December 26-27

Cash Payment Invoice	G 101-2317	HEALTH INS DIFFERENTIAL	Health Ins Differential 20% - Kantner			$191.85
Cash Payment Invoice	E 101-441-7180	HEALTH INSURANCE	Health Ins 80% - Emmons			$937.59
Cash Payment Invoice	G 101-2317	HEALTH INS DIFFERENTIAL	Health Ins Differential 20% - Emmons			$234.40
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$2,131.22
Refer	3633	*SPECTRUM / CHARTER BUSINESS*				
Cash Payment Invoice	E 101-228-8520	INTERNET SERVICES	005600101 Internet 250 Maple			$160.00
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$160.00
Refer	3634	*TRACTOR SUPPLY CO*				
Cash Payment Invoice	E 101-441-7270	GEN SUPPLIES	Leg wrap tape			$6.38
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$6.38
Refer	3641	*UNIFIRST CORPORATION*				
Cash Payment Invoice	E 101-265-8010	PROFESSIONAL SERVI	250 Maple - Bldg Mats			$38.95
Cash Payment Invoice	E 101-265-8020	DPW BLDG PROF SRV	230 Maple - DPW Mats			$15.90
Cash Payment Invoice	E 101-265-8010	PROFESSIONAL SERVI	250 Maple - Bldg Mats			$38.95
Cash Payment Invoice	E 101-265-8020	DPW BLDG PROF SRV	230 Maple - DPW Mats			$15.90
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$109.70
Refer	3644	*VERIZON*				
Cash Payment Invoice	E 101-441-8550	COMMUNICATION	DPW Cell Phone - monthly			$38.80
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$38.80
Refer	3646	*WEST SHORE SERVICES, INC*				
Cash Payment Invoice 35355	E 101-272-8010	PROFESSIONAL SERVI	Reprogramming of 2-way Sirens (Maple&Alanada)			$620.00
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$620.00
Refer	3648	*WISE OWL TREE CO*				
Cash Payment Invoice 22510	E 101-444-8010	PROFESSIONAL SERVI	241 Pleasant - tree limb split			$646.76
Cash Payment Invoice 22371	E 101-444-8010	PROFESSIONAL SERVI	Annual Tree Trimming, removal and maintenance			$8,232.67
Transaction Date	11/16/2026		UB General Fund	0010	**Total**	$8,879.43

VILLAGE OF CALEDONIA

Payments

Current Period: December 26-27

Fund Summary

	0010 UB General Fund
101 GENERAL FUND	$28,177.04
202 MAJOR STREET FUND	$23,511.50
	$51,688.54

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$51,688.54
Total	$51,688.54

OFFICIAL OATH OF OFFICE

State of Michigan,

County of Kent

I do solemnly swear that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of Trustee in and for the Village of Caledonia according to the best of my ability.

_____

Ethan Schutter

Sworn to and subscribed to before me this 1st day of December 2026.

_____

Lisa Sonday, Village Clerk

Village of Caledonia

OFFICIAL OATH OF OFFICE

State of Michigan,

County of Kent

I do solemnly swear that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of President in and for the Village of Caledonia according to the best of my ability.

_____

Cheryl Miller

Sworn to and subscribed to before me this 1st day of December 2026.

_____

Lisa Sonday, Village Clerk

Village of Caledonia

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Address: 250 S Maple St SE, Caledonia, MI 49316
Office Hours: Monday-Thursday 8:30am-3:30pm
Phone: (616) 891-9384 **Fax:** (616) 891-9730
E-Mail: vilofcal@villageofcaledonia.org

2027

REGULAR MEETINGS OF THE VILLAGE OF CALEDONIA

VILLAGE COUNCIL

Regular Village Council of Caledonia meetings are on the held on the second Monday of each month at 7:00 p.m. All meetings take place at the Caledonia Village Hall, 250 S. Maple Street SE, Caledonia, Michigan.

PLANNING COMMISSION

Village of Caledonia Planning Commission meetings are held on the fourth Thursday of each month at 7:00 p.m., with the exception of November and December, when meetings are held on the third Thursday. All meetings take place at the Village Hall, 250 S. Maple Street SE, Caledonia, Michigan.

BOARD OF ZONING APPEALS

Village of Caledonia Board of Zoning Appeals meetings are held as needed at the Caledonia Village Hall, 250 S. Maple Street, Caledonia, Michigan at 7:00 p.m. Notices of such meetings will be mailed to all property owners within three hundred (300) feet of the property involved, and posted at the Caledonia Village Hall prior to each meeting.

OFFICE CLOSED

New Year's Day	(1/01/2027)	Veteran's Day	(11/11/2027)
Martin Luther King Jr Day	(1/18/2027)	Thanksgiving Day	(11/25/2027)
President's Day	(2/15/2027)	Friday after Thanksgiving	(11/26/2027)
Memorial Day	(5/31/2027)	Christmas Eve	(12/24/2027)
Independence Day	(7/05/2027)	Christmas Day	(12/27/2027)
Labor Day	(9/06/2027)	New Year's Eve	(12/31/2027)

VILLAGE OF
Caledonia
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VILLAGE OF CALEDONIA
County of Kent, Michigan

A regular meeting of the Village Council of the Village of Caledonia, County of Kent, Michigan, was held at the Village Hall, 250 S Maple St SE, Caledonia MI 49316 on the 1st day of December, 2026.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

RESOLUTION NO. R16-26

A RESOLUTION BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE VILLAGE OF CALEDONIA FOR THE KINSEY STREET IMPROVEMENTS PROJECT

WHEREAS, that Contract No. 26-5484, Control Section STU 41000, Job Number 223736CON by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION and the VILLAGE OF CALEDONIA is hereby accepted.

WHEREAS, the following Official(s) is/are authorized to sign the said contract: Brian Bennett, Village Manager.

NOW THEREFORE, IT IS RESOLUVED AS FOLLOWS: that the Village Council of the Village of Caledonia, Michigan that CONTRACT No. 26-5484, Control Section STU 41000, Job Number 223736CON by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION and the VILLAGE OF CALEDONIA is hereby accepted and that Brian Bennett, Caledonia Village Manager, is authorized to sign the said contract.

AYES: _____
NAYS: _____
ABSENT: _____

RESOLUTION DECLARED ADOPTED.

_____
Lisa Sonday, Village Clerk
Village of Caledonia