

CITY OF GHENT  
APPROVED MINUTES  
REGULAR COUNCIL/EDA MEETING  
TUESDAY, APRIL 9TH, 2024

The regularly scheduled City Council/EDA meeting for the City of Ghent was held on Tuesday, April 9th at 6:30 p.m. Council members present were Mayor Doug Anderson, Adam DeRoode, Tim VanKeulen, & Zac Boerboom  
Administrator/Clerk, Dawn Vlaminck - Public Works Director, Jesse Christianson  
Absent: Ross Williams

**OPEN MEETING:** Mayor Anderson called the meeting to order @ 6:30 p.m.

**PLEDGE OF ALLEGIANCE** was recited.

**APPROVE MINUTES:** A motion was made by DeRoode and seconded by Boerboom to approve the minutes of the March meeting. All in favor, motion carried.

**APPROVE AGENDA:** A motion was made by VanKeulen and seconded by DeRoode to approve the agenda. All in favor, motion carried.

**CITIZEN'S COMMENTS:** No comments were heard.

**LYON COUNTY SHERIFF'S DEPT:** Deputy Louwagie was present with the monthly call report.

**OPEN PUBLIC HEARING: BOARD OF APPEALS AND EQUALIZATION:** A motion was made by Boerboom and seconded by VanKeulen to open the public hearing. All in favor, motion carried. Mark Buysse and Braden Wyffels were present to walk through Ghent's 2024 assessment summary. Ghent had three good sales putting our final ratio at 91.09%. He also reviewed how market value exclusions are determined. No residents were present and no action was necessary from the council.

**CLOSE PUBLIC HEARING:** A motion was made by Boerboom and seconded by DeRoode to close the public hearing. All in favor, motion carried.

**BLUEBIRD COURT SUBDIVISION: STREET & STORM SEWER IMPROVEMENTS:** Council reviewed the punch list provided by Bolton & Menk. A motion was made by DeRoode and seconded by VanKeulen to approve the punch list as well as hire AET to do up to 10 core samples to establish the thickness of the non-wear course of bituminous. All in favor, motion carried.

**2023 WATERMAIN & SANITARY SEWER IMPROVEMENTS:**

- Our LRIP Application was not successful, so final plans are being prepared to account for this.
- A motion was made by DeRoode and seconded by Boerboom to save the existing lift station generator for future use when the project proceeds. All in favor, motion carried.
- Council reviewed the Letter to Residents provided by Bryan Bye. Many edits were made. Dawn will visit with Bryan about the changes and resend to the council for review before it is sent to our residents.
- Council would like to set up a work session with Bryan to review final plans, parcel details, and possible special assessments.

**FEE SCHEDULE ADDITIONS:** As Dawn is working to bring our permitting system online, she identified some necessary fees that are not included in our fee schedule. A motion was made by Boerboom and seconded by DeRoode to include the following fees.

- Sign Permit \$25
- Conditional Use Permit: \$100 if approved.
- Excavation Permit: \$25
- Obstruction of the Right of Way Permit: \$25
- Flood Plain Permit: Change from \$10 to \$25

**SHADE TREE DIVERSIFICATION GRANT:** The tree service is finishing up the last of the first 25 trees this week. Jesse will be meeting with Greenwood Nursery staff next week to select the type of trees and placement for planting this spring.

**CITY HALL RENOVATIONS:** Work is moving along on schedule.

**CITY WEBSITE:** The new website is complete. We are waiting to receive approval of our .gov domain. This should come shortly.

**NUISANCE ENFORCEMENT:** We will be revisiting our nuisance issues in the community. Now the spring has arrived, we will be sending out letters. We are excited to be using our new enforcement system to manage these cases in order to stay on top of enforcement.

**2024 ELECTIONS:** We have the mayor and two council positions up for re-election. Filing dates are between July 30<sup>th</sup> – August 13<sup>th</sup>.

**CHANGE OF JUNE MEETING DATE:** Dawn has a conflict with the June meeting date. A motion was made by DeRoode and seconded by Boerboom to change the June meeting from the 11<sup>th</sup> to Tuesday, June 18<sup>th</sup>. All in favor, motion carried.  
**ADJOURN:** A motion was made by DeRoode and seconded by Boerboom to adjourn. All in favor, motion carried. The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Dawn Vlaminc,  
Administrator/Clerk