

MINUTES OF THE SALEM TOWNSHIP BOARD MEETING HELD JANUARY 13, 2026

Members Present: Jim Pitsch - Supervisor, Renee Busscher - Clerk, Ashley Brower – Treasurer, Dan Striegle – Trustee
Also preset: Lisa Vandebunte – Library Director, Adam Mays – Fire Captain
Absent: Don Sebright – Trustee

Meeting was called to order by Jim Pitsch at 7:00PM
Pledge of Allegiance to the Flag

Reading of previous board meeting Minutes and Bills, if no additions or corrections Minutes and Bills were approved and paid by consent.

County Road Commissioner: n/a
County Commissioner: n/a

Comments from Commissions & Departments of:

- *Zoning:* n/a
- *Planning:* at last meeting there were amendments to backyard hobby farm ordinance, centered around limiting amount of roosters, and allowing acre and under to have a few birds as well. Supervisor to forward to attorney before board can approve. They are also reviewing battery storage recommendations, moving forward with 9 month moratorium. PCI hired second enforcement officer, so Charles can focus on his assigned areas. State law doesn't require ZBA to have formal training, but township board previously made it a requirement. Supervisor is looking to schedule a time for someone to come out and do some training.
- *Fire:* Adam Mays presented, see Monthly Report December 2025
- *Ambulance:* meeting tomorrow night will include proposals tomorrow for upcoming budget, looking at 10% raise for workers.. Steve Deyarmond looking at retiring soon.
- *Library:* Lisa Vandebunte presented, see attached director's report. Check out Library webpage for all information <https://saletownshiplibrary.org/>
- *Parks Planning:* had a meeting last Thursday with Mugen and our Planners, Williams and Works. Working on a driveway permit for a construction driveway, then we are almost ready to begin construction.
- *Roads:* will be adding agenda item for paving 24th Street. The road millage is still in effect through 2025, meaning money is still coming in from the winter tax bill and we also had funds saved from last year earning interest to prepare for finishing 24th street. State is changing now to where they will match \$50k if we spend \$50k on road related projects. No other money coming in for township roads, state is focusing on county roads.

Public Comment:

- Windscares – comment about running stop signs.
- Blight update – looking for update on Hoppe Residence
 - Supervisor to look into this
- Curious on statement at planning commission meeting about who can sit on planning board
 - You would have to own a business in our township and have to be appointed by the township board or live in our township and be appointed
- Coming to board meeting – do you have to be a resident to comment?
 - Any one is welcome and can comment
- Puzzle fundraiser contest Feb. 19 announcement from J Hulst, asking to post in the Hall

Old Business:

None

New Business:

1. Proposal For the First Response Tribe Vehicle:
 - Moved by Ashley Brower, seconded by Renee Busscher
 - Discussion: n/a, see Proposal Document for more information

MOTION CARRIED UNANIMOUSLY

2. Food Trucks for Flea Market Proposal

Moved by Dan Striegler, seconded by Ashley Brower

Discussion: n/a

MOTION CARRIED UNANIMOUSLY

3. Roads: Work Order for 24th St Paving, estimate to go out to bid

Moved by Renee Busscher to put out for bid, seconded by Dan Striegler

Discussion: n/a

MOTION CARRIED UNANIMOUSLY

Public Comment:

Question to Fire Captain for ambulance calls, what is average call of ages coming in?

- Population growth is a driver on it more than age, but better question for Wayland EMS
- Zeeland Charter Township meeting – Resident attended and they talked about their solar ordinance and solar farms, states laying ground work beforehand would be good to keep any future meetings short.
- Another resident think Jamestown and Zeeland is getting data center

Adjournment:

Moved by Ashley Brower, seconded by Renee Busscher to adjourn meeting at 7:36 PM

MOTION CARRIED UNANIMOUSLY



Pastor Craig Van Beek

Allegan County Commissioner District 1

Good afternoon,

As we begin a new year, I wanted to take a moment to extend my best wishes to the Salem Township Board, staff, and residents.

Thank you for the time, care, and commitment you give to serving your community. Local government plays a vital role in the daily lives of our residents, and I appreciate the partnership we share as we work to support Salem Township and Allegan County as a whole.

I look forward to continuing to work together in the year ahead and welcome ongoing communication as questions, concerns, or opportunities arise. Please do not hesitate to reach out if I can be of assistance.

Wishing you a healthy, productive, and successful year.

Respectfully,

Craig Van Beek

Allegan County Road Maps (Last Updated on 10/9/25) – The new road maps have been printed, and the first 500 copies have been delivered to the County. An initial set will be delivered to the Road Commission and to other offices upon request. Further copies will be printed as necessary.

Courthouse Renovation (Last Updated on 12/11/25) – The major renovations have now been completed. Throughout January, the team will focus on completing punch list items, including paint touch-ups, carpet tack-downs, cleaning, door lock changes, signage, ceiling tile replacements, and testing and reconfiguring the HVAC system. They will also continue working on the new Circuit Court courtroom to raise the bench a step higher and assist with the lighting repair activity that occurred on November 26, 2025, which damaged approximately 100 fixtures before fully vacating the premises.

Equalization Update (Last Updated on 10/9/25) – Equalization has concluded all meetings with local assessing units, with final completion by December 12. As of this report, 32 of 33 local units have had their sales and appraisal studies submitted to the State of Michigan, with one remaining Township pending final approval. This marks the final step in the County’s annual equalization study process, supporting the preparation of accurate 2026 assessment rolls across Allegan County. Year-end field activity is complete, with all 1,813 planned appraisals finalized and reviewed. The department has also processed 1,008 parcel splits and 6,044 property transfers to date for the 2025 roll, ensuring up-to-date ownership and parcel records.

December 2025 Local Revenue Sharing (Gun Lake Casino/Slot) Distribution – The Gun Lake Casino/State of Michigan gaming compact requires the Casino to distribute two percent of gross slot revenue to a local revenue sharing board (LRSB). The LRSB distributed \$487,086.62 to the County for the period of April 2025 through September 2025. This period’s distribution is \$65,000.61 higher than the July 2025 amount and the highest amount received to date. The General Government funds are deposited into the Local Revenue Sharing Fund, which supports County Parks operations and capital needs. The Pay in Lieu of Taxes amount is internally allocated based on millage rates.

Parks 2026 Recreation Programs – At our meeting on January 8th, the Commissioners approved the 2026-2030 parks plan. This will allow us to put in applications for some possible grant funding for our parks. Through a partnership, the Outdoor Discovery Center (ODC) will offer engaging, family-friendly programs at County Parks and other locations throughout the County. In 2026, the partnership expanded to include more than 30 free recreational programs, such as an introduction to kayaking camp and a recurring

community science series. This partnership with the Outdoor Discovery Center has brought much marketing value to the Parks. All programs are free to the public; however, advance registration is required through the Outdoor Discovery Center (ODC) at: <https://outdoordiscovery.org/programs/#communityprograms>.

Public Health Newsletters – Public Health shares monthly e-newsletters with the community and specific audiences. These community newsletters include information from community partners, community spotlights, public health news/related topics, testing information, and other preventative education/tools. The most recent Community Newsletter was published on 12/29/25.

<https://www.allegancounty.org/Home/Components/News/News/500/647?backlist=%2fhealth>

Personal Health, Communicable Disease, and Immunization Update – The Michigan Department of Health and Human Services (MDHHS) has a new dashboard on its website ([link here](#)), Seasonal Respiratory Disease Surveillance, which includes data on immunizations against COVID-19, influenza, and RSV for the current and past respiratory illness seasons. Respiratory virus cases are currently on the rise both nationally and locally. According to the MDHHS dashboard as of December 18, 2025, 23% of eligible Allegan County residents are influenza vaccinated, which is approximately 1 in 4 people protected. Data reveals 8% of Allegan County residents are COVID-19 vaccinated. The most effective way to prevent influenza is to receive an annual vaccination. It is not too late to receive seasonal vaccinations. To receive your vaccine or for more information, contact your primary care provider, use the vaccine locator at <https://www.vaccines.gov>, or contact the Health Department Immunization team at (269) 673-5411 or email Immunization@ALLEGANCOUNTY.ORG.



SALEM TOWNSHIP LIBRARY

CHECKOUTS 2025

Physical Items **5,100**



Digital Items **1,692**



Hotspots **18**



Steam Kits & LOT Items **74**



CHECKOUTS 2024

Physical Items **5,239**



Digital Items **1,559**



Hotspots **24**



Steam Kits & LOT Items **68**



%

-3%

+8%

-33%

+8%

ITEMS LOANED OUT

Number of physical items that were borrowed by other libraries

2025

2024

435

436

125 ITEMS ADDED




Number of physical items that were added to our collection

7 NEW PATRONS




VISITS

Number of patrons who visited the library

2025

 580 Adults  347 Kids  927 Total

2024

 587 Adults  373 Kids  960 Total

DECEMBER PROGRAMS

Library programs provided and participant counts

- Adult Book Clubs: 7
- Lego Club: 20
- Play N' Learn: 13
- Board Game Afternoons: 7
- Play-Doh Fun: 13
- Family Christmas Craft Night: 8
- Story Times: 69

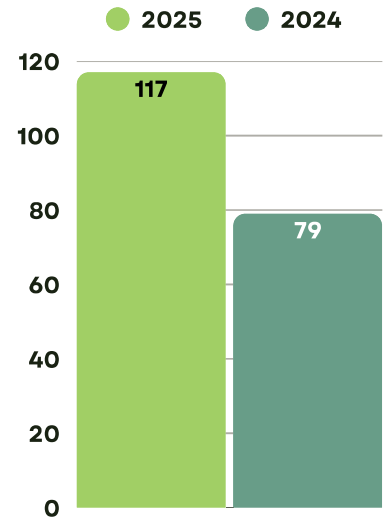
JANUARY PROGRAMS

Current & upcoming library programs and events

- January 3: Adult Winter Reading Kick Off @ 11am
- January 5: PM Book Club @ 7pm
- January 8: Play N' Learn @ 11am
- January 10: Lego Club @ 11am
- January 12: Winter Sowing @ 6:30pm
- January 15: Princess Tea Party @ 4pm
- January 19: Make and Take Pie @ 6:30pm
- January 21: Board Game Afternoons @ 1pm
- January 26: AM Book Club @ 8:30am

REFERENCES

When patrons ask for information



LIBRARY NEWS

What's happening at your library

- Future Facilities Committee is continuing to meet and discuss future possibilities that best suit the needs our entities and community.



Salem Township Fire Department
Monthly Report
December 2025

Projects	
SOGs	Working on updating operational SOGs
Equipment ordered	All but 1 item has come in and the equipment has been placed on the trucks
Fire Academy	Fire Academy Starts January 8th
Community Tree lighting	Community Tree Lighting was a success
Adopt a Family	Personnel donated funds for an adopt a family in the township. Delivered gifts to the family in 1712
Annual Report	Working on gathering statistics
Hamilton Coverage	Provided coverage for Hamilton with 1 personnel for an 8-hour shift 12/24 to 12/26 when Chief Haverdink was in the hospital. 6 personnel for a total of 44 hours donated.

Total Fire and EMS Year To Date- 422			
Fire Incidents	Total -7	YTD-147	Incidents in Sandy Pines-
Type	Number of Incidents	District	Notes
Vehicle Fire	1	1-Monterey	Plow truck fire
CO Alarm	2	2-Salem	No CO found, 1 faulty detector, 1 activation due to stove being left on
Lift Assist	4	4-Salem	
Year to date Incidents in Sandy Pines- 8			

EMS				
Total -14	YTD-194	Incidents in Sandy Pines-	Incidents in Rehoboth- 2	
District	Number of Incidents			
Salem-	12			
Monterey-	2			
Canceled Medical alarms-	0			
Disregarded Priority 3 medical	4	YTD Priority 3:	76	
Year to date Medical Incidents in Sandy Pines- 27		Year to Date in Rehoboth- 10		

Salem Township Fire Department has a dedicate group of personnel that respond from home and work to help keep the residents of Salem Township and the surrounding communities safe.



Salem Township Fire Department
Monthly Report
December 2025

Trainings/Meetings	
Topic	Number of Personnel
Annual OSHA topics	19
Officers meeting	5
Equipment Checks	7
New Equipment mounting	9

Salem Township Fire Department has a dedicate group of personnel that respond from home and work to help keep the residents of Salem Township and the surrounding communities safe.



Proposal for a 2020 Ford Explorer retired Gun Lake Tribe Patrol vehicle for Salem Twp FD



Salem Township Fire Department has been offered a retired patrol vehicle from the Gun Lake Tribe Public Safety for free. This is a program that the tribe offers to departments in the area as they replace their vehicles with new ones. The vehicle that has been offered to us is a 2020 Ford Explorer with 70,000 miles on it.

The Explorer would be added to our department's fleet as a medical response Squad. This will in turn save wear and tear on 1732 (2015 F550 Brush Truck). 1732 is a multi-purpose rig that responds to all medicals, vehicle accidents, downed powerlines, brush and grass fires, CO/duty officer calls, and if staffing allows structure fires. The current replacement timeline for 1732 is 25 years (2040). However, if we continue with the current use, it may need to be replaced sooner. In 2015 it cost us \$133,000 and today's replacement cost is between \$150,000 to \$200,000. Another expense for 1732 are the tires. In 2022 they cost \$2,600. This was the 3rd set since 2015.

In the ten years of service, 1732 has been driven 21,000 miles. This is the most out of any apparatus in the fleet due to the number of medical runs it goes on. Salem First Responders have increased the number of medical calls since 1732 became part of the fleet. On average, 1732 responds to medicals about 5 times a week (225-250 calls per year) with 1-2 personnel typically instead of the 3-4 that was originally thought. This makes 1732 oversized for the average medical call weighing in at around 11,000lbs. Having this Explorer would make it easier to respond to normal medical calls in the area and especially in Sandy Pines where the roads are tight for a large truck like 1732. Reducing the number of runs on 1732 will greatly prolong its longevity likely extending its replacement past the 25 year service.

Response with the Explorer will fill the primary medical response role. It will also be used by personnel going to trainings in the surrounding areas, some duty officer calls, and smoke alarm installs. The Explorer is a more reasonable vehicle for these types of uses as it gets better fuel economy and will have cheaper annual maintenance cost. Another role this vehicle could be used as a duty vehicle. This would be assigned to personnel to be taken home each night, with those personnel guaranteeing their response to all calls during that time. The duty vehicle option would have to have an entire plan and policy made prior to starting.

As the station is full, 1731 (the small brush truck) will be moved to the storage shed after the clean-out and organization is finished keeping in mind the need to leave room for the park maintenance and mower. 1731 will continue to be checked and readied for operation as it currently is and winterization will be completed on the pump in the winter months. This will allow the explorer to be in the station.



Proposal for a 2020 Ford Explorer retired Gun Lake Tribe Patrol vehicle for Salem Twp FD



2020 Ford Explorer Expense.

The Explorer is a retired patrol car from the Gun Lake Tribe and has been used as such. It currently has 70,000 miles on it and is in good running order. While the Explorer is free there will be some cost incurred while putting it into operation. It will come with the siren and control box as well as the emergency lights and control box. The main light bar will require the blue LED modules to be swapped out (\$1000 one-time cost). There is an unfortunate dent in the driver's door that may need to be addressed as we will need to add graphics or wrap for identification (\$1500-\$3000 one-time cost). We will be adding the medical license to the Explorer as well as keep the license that 1732 currently has, which means we will have to buy some additional EMS equipment (\$6,000 one-time cost). We can run with the Explorer using a portable radio to start, but may need to install a mobile radio down the road. Full coverage insurance will run about \$2000 annually maximum.

I feel that these costs can be made up by saving the wear and tear on 1732 and extending its replacement life.

This is the 2020 Ford Explorer and a mock-up of what it would look like with our graphics.



Good Evening

Burnips Flea Market is requesting approval from the Salem Township Board to allow 1 food truck/trailer per flea market.

Our Burnips Flea Market Coordinator would be responsible for meeting all state and local regulations and ordinances.

If Salem Township has any zoning ordinances, we would appreciate a copy to ensure the food truck/trailer meets the ordinance requirements.

Fire inspections can either be done by the Salem Township fire department or Burnips Flea Market Onsite Coordinator. If by Burnips Flea Market Onsite Coordinator we would appreciate a check list and training from the Salem Township fire department.

If you have additional questions, feel free to table this and I will get answers.

Roger Smith

Assistant Burnips Flea Market Coordinator.





Related searches for...

-  michigan food truck **permit** requirements
-  michigan food truck **regulations**
-  michigan food truck **business license**

To operate a food truck at flea markets in Michigan, you must obtain several licenses and permits, comply with health regulations, and adhere to local ordinances.

Key Requirements

1. **Food Service License:** Food trucks must obtain a **Food Service License** from the Michigan Department of Agriculture and Rural Development (MDARD). This license ensures compliance with health and safety standards for food preparation and handling. [↻ 1](#)
2. **Mobile Food Establishment Permit:** A **Mobile Food Establishment Permit** is required from the local health department where the food truck will operate. This permit verifies that the food truck meets sanitation requirements and undergoes regular inspections. [↻ 2](#)
3. **Commissary Agreement:** Food trucks must have a **commissary agreement** with a licensed commercial kitchen. This is where food can be stored, prepared, and cleaned, ensuring compliance with health regulations. [↻ 2](#)
4. **Local Business License:** Depending on the municipality, you may need a local business license. For example, cities like Detroit have specific licensing requirements that include a separate business license and local health department inspection. [↻ 1](#)
5. **Fire Safety Inspection:** Some locations may require a fire safety inspection to ensure compliance with local fire codes, especially if cooking equipment is used. [↻ 1](#)
6. **Insurance:** Operators are typically required to carry **general liability insurance**, which protects against claims related to foodborne illnesses or accidents. This is often a requirement for operating at events and markets. [↻ 2](#)
7. **Health and Safety Regulations:** Food trucks must adhere to specific health and safety regulations, including proper food handling practices, sanitation, and waste management. Regular health inspections are conducted to ensure compliance. [↻ 2](#)
8. **Parking Permissions:** You may need to obtain written permission from property owners before parking and selling on their land, especially at flea markets. [↻ 1](#)

  [↻ 3 Sources](#)

Additional Considerations

- **Zoning Regulations:** Check local zoning regulations to ensure that food trucks are allowed to operate in the flea market area. Some cities have designated zones for food trucks. [↻ 1](#)
- **Event-Specific Permits:** If the flea market is a special event, additional permits may be required, so it's essential to communicate with event organizers. [↻ 1](#)

By ensuring compliance with these requirements, food truck operators can successfully navigate the regulatory landscape and operate legally at flea markets in Michigan. Always check with local authorities for any specific regulations that may apply to your location

**TOWNSHIP WORK ORDER FOR CONSTRUCTION or
SPECIAL MAINTENANCE ON PUBLIC ROADS**

Note: One copy of this form is furnished. The Township Supervisor and Clerk are to sign, date, and return **1 copy** to the Road Commission by **email, fax or US Mail** for approval and signature. An approved copy will be returned to the Township Board. This is legal proof that the Township Board is in full compliance with the laws regarding contractual relations with the County Road Commission.

To: Board of County Road Commissioners of Allegan County
1308 Lincoln Road
Allegan, Michigan 49010

Under provisions of the general highway laws and specifically Act No. 51 P.A. 1951 as amended, the following road work was authorized by the Township Board under date of _____.

Paving Project(s)

LH 400326 - 24th St - 142nd Ave to 108th St, pave with 2 courses, HMA 4EL @ 220 lb/syd and HMA 5EL at 165lb/syd, 30' wide with 1' gravel shoulders - 3.00 miles
Estimated cost: \$875,000 w/ CE and OH \$962,500

50/50 Split with Dorr - \$437,500 w/ CE and OH \$481,250

Township Supervisor Date _____
Township Clerk Date

Approved by _____, Chairman Date _____
Board of County Road Commissioners of Allegan County