

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, DECEMBER 8, 2014**

WORK SESSION: 6:00 p.m.

1. Manager Cargo reviewed the 2014 Business Plan progress.
2. The Board reviewed a memorandum outlining the perimeters of the process for filling a vacancy on the Board. The Board instructed staff as to the following (*assuming the Clerk's resignation is accepted by the Board*):
 - a. Post the vacancy notice within the Tribune and accept applications through noon on Thursday, December 18th; and,
 - b. Schedule a special meeting for Monday, December 22nd at 6:00 p.m. to review the applications received, consider the next steps in the selection process, and approve invoices and minutes.

REGULAR MEETING

I. CALL TO ORDER

The regular meeting of the Grand Haven Charter Township Board was called to order by Supervisor French at 7:00 p.m.

II. PLEDGE TO THE FLAG

III. ROLL CALL

Board members present: French, Larsen, Kieft, Behm, Hutchins, and Meeusen.

Board members absent: Buitenhuis.

Also present Manager Cargo, Assessing Director Chalifoux, Accounting Director Sandoval, and Planner Fedewa.

Motion by French and supported by Hutchins to appoint Treasurer Kieft as the temporary clerk. **Which motion carried.**

IV. APPROVAL OF MEETING AGENDA

Motion by Meeusen and seconded by Hutchins to approve the meeting agenda with the addition of the acceptance of Clerk Buitenhuis' resignation to the Consent Agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve November 24, 2014 Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$700,525.11 (*A/P checks of \$613,530.03 and payroll of \$86,995.08*)
3. Approve reappointment of Board of Review Members (*i.e., Robert Robbins, Matthew Strong, and Julie DeDoes*) for a two-year term ending January 1, 2017.
4. Approve and accept Clerk Buitenhuis' December 7, 2014 email and letter tendering her resignation as Clerk from the Township Board.

Motion by Meeusen and seconded by Hutchins to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. PRESENTATION

Ottawa County Treasurer Bradley Slagh provided the Board an overview of the delinquent tax process.

VII. OLD BUSINESS

1. **Motion** by Larsen and supported by Meeusen to approve Resolution 14-12-01 that adopts the December budget amendments for fiscal year 2014. **Which motion carried,** as indicated by the following roll call vote:

Ayes: Larsen, Meeusen, French, Behm, Hutchins, Kieft

Nays:

Absent: Buitenhuis.

VIII. NEW BUSINESS

1. **Motion** by Larsen and supported by Behm to approve Resolution 14-12-02 that clarifies public access to the assessing records. **Which motion carried,** as indicated by the following roll call vote:

Ayes: Larsen, Behm, Kieft, Hutchins, Meeusen, French

Nays:

Absent: Buitenhuis.

2. **Motion** by French and supported by Kieft to approve with conditions the Tentative Preliminary Plat for Phase 1 of the Lincoln Pines Subdivision. Conditions of approval shall be as follows:

a. Require the Developer to perform a survey prior to submitting an application for Unplatted Land Division for Phase 2 of the Lincoln Pines Subdivision. Additionally, all future phases shall require an application for Unplatted Land Division.

b. The Developer shall set aside the designated open space by means of a conveyance as outlined in Section 17.05.5.G of the Zoning Ordinance. The conveyance must be approved by the Township Board during the Final Preliminary Plat process.

c. The Developer shall submit copies of permits and approvals, and comply with all applicable requirements of the Michigan Department of Environmental Quality, Ottawa County Plat Board, Ottawa County Road Commission, and Ottawa County Water Resources Commission. No building permits shall be issued until all permits have been obtained.

d. A new detailed landscape plan shall be submitted and approved by the Planning Commission prior to Final Plat Approval. No building permits shall be issued until the landscape plan is approved.

e. Phase 2 shall meet Section 4.6 of the Subdivision Control Ordinance (*i.e., second access point on Lincoln Avenue*).

f. Sidewalk shall be installed within 5 years of the first occupancy permit issued in Phase 1, or prior to the issuance of the first occupancy permit for

Phase 2—whichever is later. This pattern shall apply for all future phases.
Which motion carried.

3. **Motion** by Meeusen and supported by Larsen to approve Resolution 14-12-03 that approves the financial depositories for FY 2015. **Which motion carried**, as indicated by the following roll call vote:

Ayes: Meeusen, Larsen, Behm, Kieft, Hutchins, French

Nays:

Absent: Buitenhuis.

4. **Motion** by Hutchins and supported by Behm to approve Resolution 14-12-04 that imposes a moratorium on the issuance of permits or licenses for medical marihuana provisioning centers within the Charter Township of Grand Haven. **Which motion carried**, as indicated by the following roll call vote:

Ayes: Hutchins, Behm, Kieft, French, Meeusen, Larsen

Nays:

Absent: Buitenhuis.

IX. REPORTS AND CORESPONDENCE

1. Correspondence was reviewed
2. Committee Reports
 - a. Larsen noted that the Personnel Committee is scheduled to meet on January 6th and plans to discuss OPEB further.
3. Superintendent's Report
 - a. Cargo noted the November building and ordinance enforcement reports had been provided to the elected officials
4. Others

X. EXTENDED PUBLIC COMMENTS/QUESTIONS

None.

XII. ADJOURNMENT

Motion by Larsen and seconded by Kieft to adjourn the meeting at 7:39 p.m.

Respectfully Submitted,

William Kieft, III

Temporary Grand Haven Charter Township Clerk

Karl French

Grand Haven Charter Township Supervisor