

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, MAY 9, 2016**

WORKSESSION – 6:00 p.m.

1. Manager Cargo discussed the next step in the clean-up of the Witteveen property and the low bid for the removal of the remaining buildings, junk and rubbish, tub grinding of waste material. The low bid was for \$45,100 from Schmidt Brothers Excavating, a local company.

Staff also provided a recommendation regarding the removal of wire fencing. This would be an on-going project – as opposed to bidding the project.

The Board instructed staff to remove the sections of fence as noted on the “Fence Map”; but, that this fence removal would be completed on a “piecemeal” basis over the course of the next 12± months using County work crews, DPW staff, Friends of Parks, volunteers, etc.

2. The Planning Commission poised a question regarding potable water in the case of an emergency.

Staff noted that should a well(s) fail or become contaminated that there are two basic options. The first is to replace the existing well with a “drilled” well that can be made deeper (*i.e.*, 100 to 400 feet). This is most viable if only one or a few wells fail and the property owner’s well is a “driven” well that is 50 feet or less in depth.

The second option would be to extend municipal water through a Special Assessment District or with grant monies, if available. This alternative would likely be most viable if there were numerous wells within one area that failed or were contaminated.

It was noted that should a property owner’s well fail or become contaminated that Township staff can assist with helping the property owner determine which option would be best for their circumstances.

3. Trustee Hutchins provided an update on the proposed NORA Recreation Plan and a Survey and Study that will be administered through the Chamber of Commerce that will examine needs and collaborative possibilities between NORA and the YMCA.
4. It was noted that the Zoning Ordinance referendum would be a ballot initiative on the November Presidential Election.

REGULAR MEETING

I. **CALL TO ORDER**

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

II. PLEDGE TO THE FLAG

III. ROLL CALL

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

Board members absent: Larsen

Also present was Manager Cargo.

Without objection, the Board appointed Treasurer Kieft as the Temporary Clerk.

IV. APPROVAL OF MEETING AGENDA

Motion by Trustee Hutchins and seconded by Trustee Behm to approve the meeting as presented. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve April 25, 2016 Board Minutes

2. Approve Payment of Invoices in the amount of \$825,916.47 (*A/P checks of \$726,755.68 and payroll of \$99,160.79*)

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

VI. OLD BUSINESS

1. **Motion** by Treasurer Kieft, supported by Trustee Behm to approve Resolution 16-05-02 that updates and amends Section 10.11 of the Administrative Policies and Procedures Manual, which addressed the daily boat launch fees. **Which motion carried** pursuant to the following roll call vote:

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

Nays:

Absent: Larsen

2. **Motion** by Trustee Meeusen, supported by Supervisor French to approve Resolution 16-05-03 that updates and amends Section 5.5 of the Administrative Policies and Procedures Manual, which increases the inventory of fixed assets to a \$5,000 minimum. **Which motion carried** pursuant to the following roll call vote:

Ayes: Meeusen, French, Behm, Redick, Hutchins, Meeusen

Nays:

Absent: Larsen

3. **Motion** by Supervisor French, supported by Trustee Meeusen to approve Resolution 16-05-04 that updates and amends Section 5.12 of the Administrative Policies and Procedures Manual, which addresses credit card usage. **Which motion carried** pursuant to the following roll call vote:

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

Nays:

Absent: Larsen

VII. NEW BUSINESS

1. **Motion** by Supervisor French, supported by Trustee Behm to authorize the Public Services Director to execute a unit price agreement with Schmidt Brothers Excavating for the Witteveen Property Clean-up at an estimated price of \$45,100 and to instruct staff to complete the necessary budget adjustments for the June Budget Amendments. **Which motion carried.**
2. **Motion** by Supervisor French, supported by Trustee Hutchins to authorize the offer of employment to Proksa as Human Resources Supervisor at a cost of \$36.60 per hour for not more than 20 hours per week. **Which motion carried.**

VIII. REPORTS AND CORRESPONDENCE

- a. Correspondence was reviewed
- b. Committee Reports
- c. Manager's Report, which included:
 - i. March Building Report
 - ii. March Ordinance Enforcement Report
 - iii. March Public Services Report
- d. Others

IX. PUBLIC COMMENTS

Public comments were received.

X. ADJOURNMENT

Motion by Trustee Hutchins and seconded by Trustee Behm to adjourn the meeting at 7:14 p.m. **Which motion carried.**

Respectfully Submitted,

William Kieft, III
Grand Haven Charter Temporary Township Clerk

Karl French
Grand Haven Charter Township Supervisor