

**GRAND HAVEN CHARTER TOWNSHIP BOARD  
MONDAY, FEBRUARY 13, 2017**

**WORKSESSION – 6:05 p.m.**

1. The Board discussed the use of social media. The Board noted that the objective was to use a different “tool” to communicate with residents with the expectation that it would increase citizen knowledge of activities in the township, possibly increasing their involvement with the community. At the same time, the communications should not be such that it will invite or create controversy.

The types of information that the Board wants to share includes:

- a. Meetings and hearing seeking public input;
- b. Results of community surveys;
- c. Seasonal services;
- d. Under-utilized resources (*e.g., parks, etc.*);
- e. Notices;
- f. Tax or assessing deadlines;
- g. Other meetings – such as Board of Review, Parks Committee, etc.
- h. Major capital purchases or projects;
- i. Limited articles from the Weekly Report.
- j. Usage of taxpayer’s monies

At the beginning, the Board wants to start monthly updates using ConstantContact, and will work with the Township’s current web manager – WebTech. It was noted that it will take some weeks to develop an email list.

The Board also authorized staff to utilize Facebook to “advertise” for certain community events (*e.g., community outreach on the parks, etc.*).

The Board requested that staff look into using a hyper-link to the web page and Facebook page on all emails generated from the Township.

Manager Cargo will track the direct costs and report back to the Board.

2. Manager Cargo noted that he forwarded an email inviting elected officials to attend a conference call with Disney Way consultant Bill Capodagli on Wednesday at 4:00 p.m.
3. The Board discussed scheduling a special meeting regarding the level of General Fund undesignated fund balance and how a portion of the current “surplus” should be appropriated (or designated). The Board selected Wednesday, March 22<sup>nd</sup> at 5:45 p.m. Manager Cargo will coordinate with the County Administrator to facilitate the meeting.

**REGULAR MEETING**

**I. CALL TO ORDER**

Supervisor Reenders 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:** Reenders, Meeusen, Behm, Gignac, Redick, Larsen and Kieft.

**Board members absent:**

Also present was Manager Cargo, Community Development Director Fedewa, Lt. Schrader.

IV. APPROVAL OF MEETING AGENDA

**Motion** by Clerk Larsen and seconded by Trustee Meeusen to approve the meeting agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve January 23, 2017 Board Minutes
2. Approve January 26, 2017 Special Board Minutes
3. Approve February 6, 2017 Special Board Minutes
4. Approve Payment of Invoices in the amount of \$343,074.53 (A/P checks of \$232,874.57 and payroll of \$110,199.96)
5. Approve Purchase of Three Budgeted Replacement Vehicles through State Fleet Purchasing Program for \$79,238
6. Approve Engineering Agreement for "Orphan Drain" project, Phase I and Phase II at a cost of \$20,000
7. Approve Execution of the Revised Timberview PUD Contract
8. Approve Agreement for "Walk the Beat" Summer Concerts
9. Authorize "Request for Proposal" for Redraft of Zoning Ordinance

**Motion** by Treasurer Kieft and seconded by Trustee Gignac to approve the items listed on the Consent Agenda with the proposed amendments to the Special Board meeting minutes. **Which motion carried.**

VI. OLD BUSINESS

1. **Motion** by Clerk Larsen supported by Trustee Meeusen to approve and adopt Resolution 17-02-03, which authorizes the Township to borrow money and issue bonds known as "Capital Improvement Bonds, General Obligation Limited Tax, Series 2017" in the aggregate principal sum \$4,500,000 pursuant to the provisions of Act 34 for the purpose of defraying part of the cost of the Pathway Extension Construction project. **Which motion carried** pursuant to the following roll call vote:  
Ayes: Larsen, Gignac, Kieft, Meeusen, Redick, Behm, Reenders  
Nays:  
Absent:

2. **Motion** by Treasurer Kieft, supported by Trustee Gignac to approve Resolution 17-02-04, which establishes the Harbor Transit Authority property tax rate at 0.58 mills. **Which motion carried** pursuant to the following roll call vote:  
Ayes: Behm, Gignac, Meeusen, Redick, Kieft, Reenders, Larsen  
Nays:  
Absent:

## VII. NEW BUSINESS

1. **Motion** by Clerk Larsen, supported by Trustee Behm to approve an exception to the Private Road Ordinance Section 6 f. (i.e., allowing a residential building permit for an existing lot of record on a private road that does not comply with all standards) for parcel #70-07-05-200-015 pursuant to Section 7. This exception is granted pursuant to the following findings:
  - a. That the strict application of the literal terms of this ordinance would impose an undue hardship on the applicant because the cost to bring Terry Trails into compliance with the Private Roads and Driveways Ordinance would be substantial and the benefits would be limited, pursuant to findings described below.
  - b. That the location of the parcel at the entrance to the Terry Trails road system helps to ensure access for emergency vehicles.
  - c. That the roadway at this location is well maintained and ensures the ability of emergency vehicles to access the parcel for any emergency event that was considered.
  - d. That the proximity of municipal water immediately adjacent to the parcel allows for both fire suppression (i.e., a fire hydrant is located immediately adjacent to the parcel) and potable water for public health purposes.
  - e. That granting the exception would not alter the essential character of the surrounding neighborhood
  - f. That the residential unit to be constructed can meet the requirements of all other applicable state and township regulations.

This exception is conditioned upon the following:

- a. Any residential structure constructed on the property shall connect to the municipal water system prior to an occupancy permit being granted.
- b. The property may not be divided or split inasmuch as an additional split would increase the private road non-conformity.
- c. The property shall meet all other environmental, building and zoning requirements that may arise during the course of the home construction.
- d. The property owner and the Township shall enter into an agreement based upon this motion, which agreement shall be recorded with the Ottawa County Register of Deeds

**Which motion carried.**

2. **Motion** by Treasurer Kieft, supported by Trustee Gignac to authorize the Township Superintendent to execute the February 3, 2017 Project Estimate agreement for the resurfacing of approximately 2.2 miles of subdivision streets through the Ottawa County Road Commission at an estimated \$472,994.50. It is noted that this is a pre-bid estimate and that a budget amendment may be needed to complete the proposed resurfacing. **Which motion carried.**

3. **Motion** by Trustee Redick, supported by Clerk Larsen to authorize the Township Superintendent to execute an agreement with Michigan Chloride Sales, LLC for three applications of a mineral well brine solution for gravel road dust control at an application rate of 3,000 gallons per mile. The total cost of the program will be approximately \$33,154.50, which may require a budget amendment or line item transfer later in FY2017. **Which motion carried.**
  
4. **Motion** by Clerk Larsen, supported by Trustee Meeusen to authorize the expenditure of approximately \$27,387 for the purchase of a 2017 Dodge Durango SSV. Further, staff are instructed to complete the necessary budget amendment to account for both the insurance reimbursement and the expenditure during the initial Township budget amendment process. **Which motion carried.**
  
5. **Motion** by Trustee Meeusen, supported by Trustee Behm to authorize the Fire/Rescue department to purchase a 52 SAT TOBO ARC TRAINER elliptical runner at a cost of \$4,175. Further, staff are instructed to prepare the necessary budget amendment during the Township's initial budget amendment process. **Which motion carried.**

VIII. REPORTS AND CORRESPONDENCE

- a. Correspondence was reviewed
- b. Committee Reports
  - i. Trustee Redick noted that the results of the Community Recreation Survey would be shared at a luncheon sponsored by the Grand Haven Community Foundation on February 23<sup>rd</sup>. Copies of the survey results will be shared following the meeting.
- c. Manager's Report
  - i. January Building Report
  - ii. January Enforcement Report
  - iii. January DPW Report
  - iv. December Legal Report
  - v. Public Officials Conference (*March 15th - 8:00 a.m.*) Disaster Training
- d. Others

IX. PUBLIC COMMENTS

None

X. ADJOURNMENT

**Motion** by Clerk Larsen and seconded by Trustee Behm to adjourn the meeting at 7:26 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen  
Grand Haven Charter Township Clerk

Mark Reenders  
Grand Haven Charter Township Supervisor