

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, SEPTEMBER 9, 2019**

WORK SESSION – 6:00 P.M.

1. The Board discussed a proposed Short-Term Rental Regulation Ordinance; a proposed Short-Term Rental Zoning Text Ordinance; and, reviewed a Short-Term Rental Map.

Public comments included:

- a. Murray Swiftney (*15877 Lake Avenue*) rents his home on Pottawattamie Bayou six weeks each year. Lost his PRE because of the rentals. Has been doing this for many years with no objection from the Township and tacit approval.
- b. Laird Schaefer (*12543 Wilderness Trail*) believes the short-term rental ordinance is insufficient and should prohibit rentals in the R-1 and R-2 district. Short-term rentals cannot be regulated by the existing residential associations.
- c. Robert Gezon (*12055 Bluewater Road*) is a year-round resident that is located directly next to the Brucker Street road end access – with all the problems that come with this location. Homes in this area are primarily summer resort homes – not like subdivision homes.

After public comments were received, the Board instructed staff to (1) refine the definition of “house Sitting” to allow for remuneration; (2) eliminate Section 5, subsection 2 under Performance Standards; (3) provide for a minimum duration of not less than 6 days for short-term rentals; (4) under Section 7, subsection c, further define what is meant by “specifically provided for and allowed in the development in question (e.g., restrictive covenants, bylaws that are recorded and binding on all properties within the development; and, (5) amend the map and ordinance to prohibit short-term rentals along private roads that serve eight or more parcels and meet certain density requirements.

Staff will return with a revised map and ordinance by the October 14th Board meeting.

2. The Board discussed a Sidewalk Maintenance Ordinance. After discussion, the Board instructed staff to proceed with the draft and requested the ordinance be scheduled for a First Reading at the September 23rd Board 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: Gignac, Meeusen, Behm, Redick, Reenders, Larsen, and Kieft

Board members absent:

Also, present was Manager Cargo, Community Development Director Fedewa, Human Resources Director Dumbrell, Public Services Director VerBerkmoes; and Deputy Treasurer Larrison.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve August 12, 2019 Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$1,702,378.84 (*A/P checks of \$1,462,588.54 and payroll of \$239,790.30*)
3. Sale of Surplus Equipment through Miedema Auctions, including:
 - a. 2002 Dodge Ram 2500 Pick-up
 - b. 2005 Ford Service Body Pick-up
 - c. 2008 Ford Service Body Pick-up
 - d. JD Sweepster Brush Unit
4. Approve and Execute Lincoln Pines Subdivision No. 2 PUD Contract and Private Road Maintenance Special Assessment Contract
5. Approve Hire of Matthew Kirby as a Part-Time Firefighter

Motion by Treasurer Kieft and seconded by Clerk Larsen to approve the items on the Consent Agenda. **Which motion carried.**

VI. OLD BUSINESS

1. The Board discussed a Mobile Device Policy for Township employees and whether to allow the use of hands-free devices while driving.

Public comments included:

- a. Public Services Director VerBerkmoes supports the policy, except the safety provisions and believes the Township should allow hands-free devices for voice communications (*i.e., not text*).
- b. Community Development Director Fedewa does not support either policy as written and believes more clarification should be provided on issues such as seizure of mobile devices.

Motion by Treasurer Kieft supported by Trustee Behm to send the policy back to the Personnel Committee for further review and survey of nearby or similar municipalities. **Which motion carried.**

2. **Motion** by Clerk Larsen supported by Trustee Meeusen to approve Resolution 19-09-02 that abandons a portion of Pine Dew Drive and relinquishes jurisdiction and conveys interest to the Signature Land Development Corporation. **Which motion carried**, as indicated by the following roll call vote:

Ayes: Behm, Gignac, Meeusen, Redick, Kieft, Reenders, Larsen

Nays:

Absent:

3. **Motion** by Trustee Meeusen supported by Trustee Redick to award the Historic Cemetery Expansion project to Schmidt Brothers Excavating, Inc. for the bid price of \$119,611.25 and to authorize Superintendent Cargo to execute the necessary construction contract, pending approval of the project from the Ottawa County Public Health Department. **Which motion carried.**

VII. NEW BUSINESS

1. **Motion** by Clerk Larsen supported by Trustee Meeusen to adopt the 2020 detailed budget assumptions and policies as delineated by the Superintendent within the September 5th memorandum and to instruct the Superintendent to proceed with completion of a 2020 Fiscal Year line item budget for Board review and consideration pursuant to state law and the proposed budget schedule. **Which motion carried.**

Treasurer Kieft indicated that he would expect tuition reimbursement costs to be separately delineated within the line item budget.

2. **Motion** by Treasurer Kieft supported by Clerk Larsen to approve Resolution 19-09-03 which schedules the “Truth in Taxation” Public Hearing for September 23, 2019 and proposed the additional allowable millage rate of .2739 mills for a proposed total of 4.7192 mill. **Which motion carried**, as indicated by the following roll call vote:

Ayes: Kieft, Reenders, Meeusen, Behm, Gignac, Larsen, Redick

Nays:

Absent:

3. Human Resources Director Dumbrell provided a PowerPoint update on filling a vacancy within the Building Department.

Supervisor Reenders supports moving to a third-party inspection service to improve the time to process the applications and reducing costs on the builders. Agrees that homeowners are the most important customer. Is happy with Building Official Corbat as the Township’s building official.

Treasurer Kieft questions why this is being addressed at this time after time and monies have been spent to hire a building inspector. Believes that the property owner is the most important customer and is more important than possible cost reductions. Noted that Robinson Township fired their 3rd party inspection service.

Trustee Redick believes communications with other departments are improved if

inspection services are kept in-house.

Trustee Behm wants what is best for the customer; but wants more information and input from builders.

Trustee Meeusen leans toward keeping the inspection process in-house because of the control over outputs and improved communications.

Clerk Larsen expressed concern about moving forward and wants more information on the fiscal impacts and responses to questions raised by other Board members

Manager Cargo noted that although a 3rd party would allow for better scalability; a 3rd party will decrease department communications and service to residents.

Public comments included:

- a. Bob Wagenmaker (*16755 Timber Ridge*) indicated that Building Official Corbat has been great. But, administrative time for getting a permit is not reasonable and the Township has too many inspections.
- b. Joseph Nadeau (*Robinson Township*) said the Township is difficult; but has improved. More needs to be done. He supports a “middle ground”.
- c. Michael Nadeau (*Ferrysburg*) complained about the Township demanding inspections and permits for work completed by previous homeowners (*e.g., finished basements*).
- d. Todd Hamstra (*13724 148th Avenue*) stated that it is not a myth that the Township is difficult. The Township is getting better. Believes codes have gotten out of control. Acknowledged that a current building project in the Township is going very well. But, wants a 3rd party inspection system.
- e. Bruce Burgess (*15935 Lake Avenue*) noted that his experience with the Township was 15 years ago; but, it wasn't positive.
- f. Michael Bosgraaf (*Holland City*) represents the Lakeshore Association of Builders. He knows of six communities where a 3rd party inspection system works well. Acknowledged that Corbat is doing a great job.
- g. Tim Deiters (*Grand Haven City*) said that the Township has a bad reputation and shared a story in which he said a resident was told that a hot tub permit would take six weeks.

Community Development Director Fedewa noted that the builders acknowledge that experiences are improving. Higher costs are due to contractors making mistakes within the building process. Noted that the contractors speaking tonight do very little building work within the Township.

4. Motion by Supervisor Reenders, supported by Clerk Larsen to instruct staff to examine a 3rd party inspection service to work under Building Official Corbat to improve service within the Township. **Which motion carried**, as indicated by the following roll call vote:
Ayes: Gignac, Larsen, Reenders, Behm,
Nays: Kieft, Meeusen, Redick
Absent:

Manager Cargo noted that the scheduled interviews with applicants will be postponed. Manager Cargo will report back to the full Board.

VIII. REPORTS AND CORRESPONDENCE

1. Committee Reports
 - a. Clerk Larsen noted that the Personnel Committee will meet Wednesday, September 25th at 7AM
 - b. Trustee Redick noted that NORA is proposing a 0.2 millage to fund operations at the authority.
2. Manager's Report
 - a. August Building Report
 - b. August Enforcement Report
 - c. July Legal Review
3. Others

X. PUBLIC COMMENTS

- a. Bruce Niemiec (*17222 Buchanan Street*) spoke in support of positive environmental actions and larger use of worker cooperatives.

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Treasurer Kieft to adjourn the meeting at 8:55 p.m. **Which motion carried.**

Respectfully Submitted,



Laurie Larsen
Grand Haven Charter Township Clerk



Mark Reenders
Grand Haven Charter Township Supervisor