

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, APRIL 22, 2013**

WORK SESSION - 6:00 p.m.

- a. The Board was provided a presentation on the FY 2012 Financial Audit from Douglas Vredeveld, CPA, representing Vredeveld Haefner, LLC.
- b. Mark Knudson, Director of Ottawa County Planning and Performance Improvement Department, presented a request to collaborate with Ottawa County on the second phase of a “Comprehensive Water Resources Study” at a cost of \$1,000. It was noted that 14 of the 17 townships in Ottawa County have agreed to the request. The Board instructed staff to contact the County indicating support and wait for an agreement from the County.

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: Kieft, Buitenhuis, Larsen, Meeusen, Hutchins, Behm and French

Board members absent: None.

Also present was Superintendent Cargo, DPW Director VerBerkmoes and Accounting/Assessing Director Chalifoux.

IV. **APPROVAL OF MEETING AGENDA**

Motion by Trustee Larsen and seconded by Treasurer Kieft to approve the amended meeting agenda, adding #2 under New Business to schedule a special board meeting.
Which motion carried.

V. **APPROVAL OF CONSENT AGENDA**

1. Approve March 25, 2013 Board Minutes
2. Approve Payment of Invoices in the amount of \$296,361.17
3. Approve Supervisor French’s reappointment of Terry French to the Planning Commission for a term ending 8/1/2015
4. Note Supervisor French’s appointment of Bill Kieft as an alternate to the Personnel Committee for a term ending 12/31/2014
5. Approve extension of Corporate Cleaning contract at a base rate of \$135 per week

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

VI. PRESENTATION – NOCH

NOCH President Shelley Yaklin and GHT Board Representative Jane Toot gave an update on North Ottawa Community Hospital.

VII. OLD BUSINESS

1. **Motion** by Trustee Larsen and seconded by Clerk Buitenhuis to approve and adopt Resolution 13-04-01, which recognizes Out Side In, Inc. as a nonprofit organization that operates within Grand Haven Charter Township. **Which motion carried** as indicated by the following roll call vote:

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

Nays: None.

Absent: None.

2. **Motion** by Supervisor French and seconded by Trustee Behm to approve and adopt Resolution 13-04-02 amending “Section 12.2 Sick Days” of the Personnel Policies and Procedures Manual. **Which motion carried** as indicated by the following roll call vote:

Ayes: French, Buitenhuis, Larsen, Kieft, Behm.

Nays: Hutchins, Meeusen.

Absent: None.

3. **Motion** by Trustee Larsen and seconded by Clerk Buitenhuis to approve and adopt Resolution 13-04-03 amending “Section 12.1 Vacation” of the Personnel Policies and Procedures Manual. **Which motion carried** as indicated by the following roll call vote:

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

Nays: None.

Absent: None.

4. **Motion** by Supervisor French and seconded by Trustee Hutchins to approve and adopt Resolution 13-04-04 adding “Section 5.3c” to the Administrative Policies and Procedures Manual regarding NSF checks and returned ACH payments. **Which motion carried** as indicated by the following roll call vote:

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

Nays: None.

Absent: None.

Staff was requested to report fees after 6 months to the Board.

5. **Motion** by Treasurer Kieft and seconded by Trustee Larsen to approve and adopt Resolution 13-04-05 adding Multi-Bank Securities, Inc. to the list of approved financial institutions. **Which motion carried** as indicated by the following roll call vote:

Ayes: Behm, Hutchins, Meeusen, Buitenhuis, Kieft, Larsen, French.
Nays: None.
Absent: None.

VIII. NEW BUSINESS

1. **Motion** by Supervisor French supported by Trustee Meeusen to authorize the Township Superintendent to execute a 2013 street paving contract with the Ottawa County Road Commission with a total cost estimate of \$463,800. **Which motion carried**, with Buitenhuis opposed.
2. The Board discussed and scheduled a Special Board meeting for the purposes of considering a complaint brought against a public officer, employee, staff member, or individual agent of the Township for Monday, April 29, 2013 at 6:00 p.m.

IX. REPORTS AND CORESPONDENCE

1. Correspondence was reviewed
2. Committee Reports
3. Superintendent's Report
 - a. Legal Review (March)
 - b. Water/Sewer Report (March)
 - c. Construction Permits Report (March)
 - d. COPS Monthly Report (March)
 - e. Cargo discussed the waiving of construction permit fees with the Board indicating that he believed this could constitute a "donation" to a charity.
4. Others

X. EXTENDED PUBLIC COMMENTS/QUESTIONS

None.

XI. ADJOURNMENT

Motion by Trustee Larsen and seconded by Clerk Buitenhuis to adjourn the meeting at 7:55 p.m. **Which motion carried.**

Respectfully Submitted,

Sue Buitenhuis
Grand Haven Charter Township Clerk

Karl French
Grand Haven Charter Township Supervisor