

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, AUGUST 12, 2013**

WORKSESSION

1. Cargo reviewed his 2013 Project List with the full Board.
2. The Board reviewed the Road Commission Task Force Report. No action was taken.

REGULAR MEETING

I. **CALL TO ORDER**

Supervisor French called the regular meeting of the Grand Haven Charter Township Board to order at 7:10 p.m.

II. **PLEDGE TO THE FLAG**

III. **ROLL CALL**

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

Also present were Manager Cargo and Assessing/Accounting Director Chalifoux.

IV. **APPROVAL OF MEETING AGENDA**

Motion by Supervisor French and seconded by Trustee Hutchins to approve the amended meeting agenda, removing item f of the Consent Agenda, raising the short-term disability weekly cap from \$500 to \$1,200 and placing under New Business. **Which motion carried.**

V. **APPROVAL OF CONSENT AGENDA**

1. Approve July 22, 2013 Board Minutes
2. Approve Payment of Invoices in the amount of \$302,051.91 (*A/P checks of \$203,329.65 and payroll of \$98,722.26*)
3. Approve Reappointment of the following:
 - a. Adam Kantrovich to the Planning Commission with a term ending August 1, 2016.
 - b. Brad Davis to the Downtown Development Authority with a term ending August 1, 2016
4. Authorize the Superintendent to execute the proposed agreement to participate in the pending plat action and settle the current legal claims whereby the so-called Risko property will be made conforming with the Township's Zoning Ordinance.
5. Approve the proposed changes to the duties and responsibilities of staff involved with Township Finance and approve both the job descriptions for the Director of Assessing with additional duties and the Director of Accounting along with their respective salaries (*i.e., \$83,454 and \$63,030, respectively*).
6. Authorize the Superintendent to execute a contract with Prein and Newhof to provide engineering services for the design and construction of an extension of the 172nd

Avenue pathway from the north property line of Meijer to Robbins Road

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

VI. PRESENTATION

County Commissioner Roger Bergman provided a brief update to the Township Board.

VII. OLD BUSINESS

1. **Motion** by Supervisor French and supported by Trustee Meeusen to approve Resolution 13-08-01 amending Section 5.3 Payroll Procedures of the Personnel Policies and Procedures Manual. **Which motion carried, as indicated by the following roll call vote:**

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

Nays: None.

Absent: Larsen and Behm

2. After discussion Supervisor French appointed the following members to the Special Web Site Revision Committee: Treasurer Kieft, Trustee Hutchins and Clerk Buitenhuis, with Superintendent Cargo as an ex officio member. It was noted that the Committee will be staffed by VerBerkmoes.

VIII. NEW BUSINESS

1. **Motion** by Trustee Meeusen and supported by Clerk Buitenhuis to postpone the proposed rezoning of parcel number 70-07-12-300-038 until the August 26th Board meeting. This is the first reading. **Which motion carried.**

2. **Motion** by Trustee Hutchins and supported by Supervisor French to approve raising the Short Term Disability weekly cap from \$500 to \$1,200 effective immediately. **Which motion carried.**

It was noted that the Board wants to review the entire compensation package for staff.

IX. REPORTS AND CORRESPONDENCE

1. Correspondence was reviewed
2. Committee Reports
3. Superintendent's Report
 - a. July Ordinance Enforcement Report
 - b. July Public Services Report
4. Others

X. PUBLIC COMMENTS/QUESTIONS

Laird Schafer, 12543 Wilderness Trail, made brief comments to the Board.

XI. ADJOURNMENT

Motion by Trustee Meeusen and seconded by Trustee Hutchins to adjourn the meeting at 7:50 p.m. **Which motion carried.**

Respectfully Submitted,

Sue Buitenhuis
Grand Haven Charter Township Clerk

Karl French
Grand Haven Charter Township Supervisor